

TEXAS TECHNOLOGICAL COLLEGE
LUBBOCK, TEXAS
MINUTES OF BOARD OF DIRECTORS MEETING
1955-1956

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FEBRUARY 11, 1956

Lubbock, Texas
February 11, 1956

The Board of Directors of Texas Technological College met in the Office of the President, Lubbock, Texas, at 9:30 A.M., Saturday, February 11, 1956. The following Directors were present: Chairman Thompson, Vice Chairman Benson, Moore, Watkins, Haley, Linebery and Orme. In addition, President Jones, Vice President Giesecke, Vice President and Comptroller Pennington and Secretary Wells were present.

The Board meeting opened with an Executive Session and the following items were approved:

705. The following officers were elected to service from February 20, 1956 through February 19, 1957:

Mr. Charles C. Thompson, Chairman
Mr. W. D. Watkins, Vice Chairman
Mr. J. Roy Wells, Secretary

Chairman Thompson announced the Committee Assignment for the various members of the Board for the period, February 20, 1956 through February 19, 1957. A list of the Committee Appointments is attached and made a part of these Minutes. Attachment No. 6.

706. Mr. Watkins, Chairman of the Athletic Committee, gave a report on the meeting of the Athletic Committee of the Board which met on Friday evening, February 10, 1956, at 7:30 P.M., in the Office of the President. Following the report and discussion, the Board took the following action:

1. Upon motion made by Mr. Haley, seconded by Mr. Linebery, the Board voted to place the Athletic Department under complete budgetary control immediately, responsible to the Board of Directors and the Agencies of the Board and requested that a complete audit report, or reports, of Athletics be submitted to the Board of Directors for the period September 1, 1953 through January 31, 1956 before the next Board meeting on April 18, 1956.
2. Upon motion made by Mr. Watkins, seconded by Mr. Orme, the Board voted to continue the combined position of Athletic Director and Head Football Coach. Mr. Benson and Mr. Haley requested that they be recorded as voting "No."
3. Upon motion made by Mr. Haley, seconded by Mr. Linebery, the Board voted against paying the members of the Athletic Staff salary bonuses from the proceeds of the Sun Bowl Game. (Re: Item No. 625 of the Agenda).
4. The Board requested that the Proposed Athletic Budget for the period February 1, 1956 through August 31, 1956 be returned to the Athletic Department for revision; requested the College Administration to make a restudy of the Budget for the Athletic Department and submit a revised Budget for consideration at the next Board meeting on April 18, 1956.
5. Mr. Watkins made a motion that the employment contracts for Mr. Horace Monroe Sherrod, Jr., and Mr. William Beattie Feathers, Assistant Coaches, be renewed for the period, February 1, 1956 through January 31, 1957 at the same annual salary rate as on the contract for the period February 1, 1955 through January 31, 1956 and authorize the employment of two additional Assistant Coaches to replace two of the Assistant Coaches who have resigned, at a salary rate not to exceed the present budgeted salary rates for Assistant Coaches; that the contracts for the Secretary to the Athletic Director, the Secretary to the Athletic Department

and the caretaker of the football field be renewed for the remainder of the current year, effective February 1, 1956 through August 31, 1956 at the same monthly salary rate as in effect for the period September 1, 1955 through January 31, 1956. Mr. Orme seconded the motion.

Mr. Haley made a substitute motion that the contracts for Mr. Horace Monroe Sherrod, Jr., and Mr. William Beattie Feathers, Assistant Coaches, be renewed for one year at the same salary rate as in effect on the employment contracts expiring January 31, 1956, and that one additional good Assistant Coach be employed. Mr. Linebery seconded the motion. The substitute motion failed to pass.

Chairman Thompson called for a vote on the original motion made by Mr. Watkins and seconded by Mr. Orme. The original motion was approved. Mr. Haley and Mr. Linebery requested that they be recorded as voting "No."

6. Mr. Haley requested that the records reflect the fact that he took exceptions to the position, "Publicity Director," on the Athletic Budget.

707. Upon motion made by Mr. Benson, seconded by Mr. Haley, the Board voted not to confer any Honorary Degrees at the Thirtieth Annual Commencement on May 28, 1956.

The Executive Session closed at 10:55 A.M., and members of the Press, Television and Radio were granted the privilege of attending the remainder of the meeting.

708. Upon motion made by Mr. Watkins, seconded by Mr. Moore, the Board approved the Minutes of the Board Meeting of December 10, 1955.

709. President Jones presented the Agenda under date of January 28, 1956 (Items Nos. 492 through 624 and Items Nos. 626 through 704) and recommended its approval. Upon motion made by Mr. Watkins, seconded by Mr. Benson, the Board approved the Agenda (Items Nos. 492 through 624 and Items Nos. 626 through 704). Item No. 625 of the Agenda was not approved. (See Item No. 706 (3) of these Minutes). A copy of the approved Agenda is attached and made a part of these Minutes. Attachment No. 1.

710. Upon motion made by Mr. Orme, seconded by Mr. Moore, the Board approved a letter of understanding relative to the maintenance of water, sewer, gas pipe lines and railroad tracks between Texas Technological College and the Department of the Army, Pantex Ordnance Plant, under date of January 23, 1956 and authorized Mr. M. L. Pennington, Vice President and Comptroller, to sign the letter of understanding for the College. A copy of the letter is attached and made a part of these Minutes. Attachment No. 3.

711. Upon motion made by Mr. Moore, seconded by Mr. Orme, the Board approved an agreement between Texas Technological College and the Department of the Army, Pantex Ordnance Plant, under date of January 23, 1956 concerning the moving and erecting the new boundary fence, as covered by the Service Agreement executed on August 19, 1955, between the Government and Texas Technological College and authorized Mr. M. L. Pennington, Vice President and Comptroller, to sign the agreement for the College. A copy of the agreement is attached and made a part of these Minutes. Attachment No. 4.

712. Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board approved the Tentative Report on Small Classes and authorized the Chairman of the Board to approve the Final Report on Small Classes as of the close of the day on Monday, February 13, 1956. The Final Report as approved by the Chairman is attached and made a part of these Minutes. Attachment No. 5.

713. Mr. Benson, Chairman of the Finance Committee, presented the Summer School Budget to the Board and recommended its approval. Upon motion made by Mr. Benson, seconded by Mr. Moore, the Board approved the 1956 Summer School Budget as submitted. A bound copy of the approved Budget is being sent to each individual receiving a copy of these Minutes.

The Budget Summary as approved is given below:

<u>Explanation</u>	<u>Teaching Salaries</u>	<u>Operating Salaries</u>	<u>Total 1956</u>
Amount Provided in the Annual Operating Budget for the 1956 Summer School- - - - -	\$162,000.00	\$3,000.00	\$165,000.00
1956 Summer School Budget - - -	<u>157,619.00</u>	<u>1,710.00</u>	<u>159,329.00</u>
Unencumbered Balance to be Lapsed- - - - -	<u>\$ 4,381.00</u>	<u>\$1,290.00</u>	<u>\$ 5,670.00</u>

714. By common consent, the Board tabled a request for a renewal of the Basic Training contract between the Department of Health, Education and Welfare, Public Health Service, Washington 25, D. C., and Texas Technological College, governing the payment of tuition and fees of persons attending Texas Technological College at Public Health Service expense.

715. Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board granted a Right-of-Way Easement through College property to the Texas Highway Department for the purpose of opening, constructing and maintaining a permanent highway on 4th Street West, with the understanding that all fences, utilities lines, buildings, water wells and other obstructions will be moved, reconstructed or replaced without expense to the College; that Lubbock County would assume full responsibility of any existing easements; Lubbock County will furnish the College with the volume and page numbers when the easement is recorded; authorized the Chairman to sign the Easement for the Board; and that the State Highway Department will secure, with the aid of the College, Legislative approval for such an easement. A copy of the Easement is attached and made a part of these Minutes. Attachment No. 7.

The Board rescinded Item No. 1431, Minutes of July 9, 1955, granting an easement through College property to the County of Lubbock in order to provide a 120' right-of-way for a highway to Reese Air Force Base.

716. Upon motion made by Mr. Linebery, seconded by Mr. Benson, the Board appointed Mr. Haley as the representative from the Board of Directors to serve as a member of the Advisory Committee to the Commission on Higher Education from February 11, 1956 through February 19, 1957, as provided by Senate Bill No. 145, Section 8, passed by the 54th Legislature, Regular Session, 1955.

717. President Jones reported to the Board that Honorable Tom Sealy had called the joint meeting of all Boards of the State Supported Colleges and Universities for Wednesday, April 18, 1956 at 10 A.M., at the Statler-Hilton Hotel, Dallas, Texas. The April meeting of the Texas Technological College Board of Directors will be on April 18, 1956 at 2 P.M., at the Statler-Hilton Hotel, Dallas, Texas.

718. Upon motion made by Mr. Benson, seconded by Mr. Moore, the Board authorized the College to enter into a contract with the Lubbock Wrecker Service, North College Avenue at Erskine, Lubbock, Texas, for Tow-Away Service in order to enforce the traffic regulations on the campus

The two Bonded Garages located in Lubbock, Texas, offering such services, were asked to submit bids. Only one bid was submitted. The Rainbow Garage and Wrecker Service, 1200 Fourth Street, Lubbock, Texas, elected not to bid.

A copy of the letter from the Vice President and Comptroller and a copy of the bid submitted by the Lubbock Wrecker Service are attached and made a part of these Minutes. Attachments Nos. 8 and 8A.

719. Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board approved the Master of Arts in Teaching as a degree, effective with the 1956 Summer School. No new courses are involved; rather a realignment of existing degree plans to make wider use of available College resources in order

to better meet the needs of Secondary School Teachers. This is designed to encourage Secondary School Teachers to take their major for the Master's degree in a subject matter field in the Liberal Arts.

720. Upon motion made by Mr. Haley, seconded by Mr. Benson, the Board approved the development of a major in German for the Foreign Languages Department. This does not involve any increase in the number of courses but a revision and reorganization of some of the existing courses which will take the emphasis away from Scientific German and give the proper emphasis to the Literary-Cultural aspects of the study of the language.

721. Upon motion made by Mr. Haley, seconded by Mr. Orme, the Board approved a major in Agriculture Science leading to the already existing Bachelor of Science Degree in Agriculture.

722. Upon motion made by Mr. Benson, seconded by Mr. Orme, the Board approved a name change in the Department of Physics from "Applied Physics Option" to "Engineering Physics Option." This does not involve any course changes.

723. Mr. Moore gave a report for the Curricular Study Committee on the proposed new courses for inclusion in the 31st Catalog. The Committee recommended to the Board that the following new courses be approved and that the proposed courses in Education (Nos. 338, 5323 and 5325) be referred back to the College Administration for further study.

1. Chemical Engineering 439, Nuclear Engineering.
2. English 511, Graduate Seminar in English.
3. German 435, 436, Studies in German Language and Literature. These are a revision of German 333 and 334 which were deleted at the same time.
4. Greek 131, 132, A Beginning Course in Greek.
5. History 235, History of Texas.
History 3321, 3322, The Heritage of America.
6. Music 025, 026, 115, 116, 125, 126, 225, 226, 325, 326, 425, 426, Applied Music (Cello).
Music 025, 026, 115, 116, 125, 126, 225, 226, 325, 326, 425, 426, Applied Music (Viola).
7. Physics 131, 132, Introductory Physics.
8. Psychology 4229, Psychology of Exceptional Children.
Psychology 4323, Adjustment Counseling.
Psychology 4324, Pathology of the Eye.
Psychology 4325, Survey of Services and Facilities for the Blind.
Psychology 4326, Psychology of the Blind.
Psychology 5325, Case Studies in Vocational Rehabilitation.
Psychology 5326, Medical Aspects of Rehabilitation.
9. Finance 438, Bank Administration.
10. Applied Arts 4129, Laboratory for Psychology of Exceptional Children.
11. Child Development and Family Relations 434, Adjustments of the Handicapped in the Family.
12. Home Economics Education 531, Organization and Administration of Homemaking Education.

Mr. Moore made a motion that the recommendations of the Committee be approved. Mr. Orme seconded the motion.

Mr. Haley made a substitute motion that the recommendations of the Curricular Study Committee be approved with the following exceptions:

1. Psychology 4229, Psychology of Exceptional Children.
2. Psychology 4323, Adjustment Counseling.
3. Psychology 5325, Case Studies in Vocational Rehabilitation.
4. Psychology 5326, Medical Aspects of Rehabilitation.
5. Child Development and Family Relations 434, Adjustments of the Handicapped in the Family.
6. Home Economics Education 531, Organization and Administration of Homemaking Education.

Mr. Linebery seconded the motion. The substitute motion failed to pass.

Chairman Thompson called for a vote on the original motion made by Mr. Moore and seconded by Mr. Orme. The original motion was approved. Mr. Haley and Mr. Linebery requested that they be recorded as voting "No."

724. Upon motion made by Mr. Moore, seconded by Mr. Orme, the Board approved the European Travel Courses (History 3314 and 3315) for the Department of History for the 1956 Summer Session. These courses will be conducted by Dr. C. D. Eaves, Professor of History.

725. Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board approved waiving the General Property Deposit for all students registering for the European Travel Courses (History 3314 and 3315) for the 1956 Summer Session.

726. Upon motion made by Mr. Moore, seconded by Mr. Orme, the Board approved renewing the contract with the Humble Oil Company for the broadcasting of Texas Technological College football games for the 1956 season; the consideration to be \$3,000.00; and authorized the Chairman of the Board of Directors to sign the contract for the College.

727. Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board accepted a cash gift in the amount of \$6,750.00 from a group of Lubbock citizens and Business Firms to apply on the purchase price of a Mass-Spectrometer for the Department of Chemistry and authorized the Secretary to write a letter of appreciation for the Board to each individual or firm contributing to the fund. The list of those contributing with the amount of each contribution is given below:

Hemphill-Wells Co. (\$1,000.00)	Avalanche-Journal Publishing Co. (\$500.00)
Mr. Spencer Wells	Mr. Parker F. Prouty
Lubbock, Texas	Lubbock, Texas
Dr. Clifford B. Jones (\$250.00)	Furr Foundation (\$1,000.00)
3501 - 19th Street	Mr. Roy Furr
Lubbock, Texas	Box 1650 - Lubbock, Texas
Harvest Queen Mill & Elevator Co. (\$1,000.00)	Mrs. Roscoe Wilson (\$1,000.00)
Mr. Harold Hinn	Caprock Hotel
Plainview, Texas	Lubbock, Texas
Mr. George E. Benson (\$1,000.00)	Citizens National Bank (\$1,000.00)
Lubbock National Bank	Mr. John A. Hughes, President
Lubbock, Texas	Lubbock, Texas

728. Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board accepted a grant in the amount of \$2,325.00 from the South Plains Heart Association, to be used for Research by the Department of Psychology to study the effects of diet and stress in producing heart disorders and authorized the Secretary to write a letter of appreciation to Dr. Myron D. Mattison, President of the South Plains Heart Association, for the Board. The research project will be conducted by Dr. Kenneth S. McCutchan, Associate Professor of Psychology, and Dr. William H. Melching, Assistant Professor of Psychology.

729. Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board accepted a cash gift in the amount of \$1,991.00 from the Ajax Iron Works of Corry, Pennsylvania, for the purpose of purchasing equipment for the Mechanical Engineering Department, and authorized the Secretary to write a letter of appreciation for the Board.

730. Upon motion made by Mr. Moore, seconded by Mr. Orme, the Board approved a transfer of funds in the original budget allocations in the amount of \$2,500.00 from the original category "Personnel" to the original category "Consumable Supplies," in the Department of Health, Education and Welfare Research Grant, No. B-673(c) "Effects of Radiation Upon the Infra Human Primate" (College Account No. 1344).

731. Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board voted to request the Board of Directors of the Texas Technological College Foundation to transfer the \$2,000.00 contributed to the College by the Schlumberger Foundation and deposited to the General Fund in the Foundation to the Spectrometric Research, Account No. 1331. This is to be applied on the purchase price of a Mass-Spectrometer for the Department of Chemistry. (Re: Item No. 704 of these Minutes).

732. Mr. Moore, Chairman of the Building Committee, reported on the meeting of the Building Committee which met on Friday afternoon, February 10, 1956. The Committee made several recommendations to the Board of Directors which are reflected by Items Nos. 732 through 735.

1. Gymnasium. The Committee recommended that the Board approve the plans and specifications for the Gymnasium subject to a few minor mechanical changes which are to be approved by the College Administration, the Supervising Architect and the College Engineer; authorize the Vice President and Comptroller to advertise for bids; authorize the College Administration to open the bids on or about April 14, and make a recommendation to the Board on the acceptance of a bid at the next Board meeting on April 18, 1956.
2. The Chemistry Building - The Committee recommended that the College Administration be authorized to employ outside professional help to assist the College Supervising Architect with the mechanical and electrical phases of the work in the preparation of the plans and specifications for the Repairs and Improvements to be made to the Chemistry Building; authorized the Vice President and Comptroller to advertise for bids; authorized the College Administration to open the bids on or about April 14 and make a recommendation to the Board on the acceptance of a bid at the next Board meeting on April 18, 1956.
3. Drane and Sneed Halls. - The Committee recommended that the Board authorize the Vice President and Comptroller to advertise for bids for the repair work to be done on Drane and Sneed Halls during the Summer of 1956; authorize the College Administration to open the bids on or about April 14 and make a recommendation to the Board on the acceptance of a bid at the next Board meeting on April 18, 1956.

Upon motion made by Mr. Haley, seconded by Mr. Orme, the Board approve the recommendations of the Building Committee on the Gymnasium, the Chemistry Building and Drane and Sneed Halls.

733. The Building Committee recommended to the Board that the College Administration be authorized to proceed with plans to enlarge the College Bookstore by approximately 8,000 square feet at an estimated cost of \$100,000.00 for building and equipment; that the College be authorized to employ an outside architect to prepare the plans and specifications if necessary; the project to be financed from College Bookstore Funds up to approximately \$80,000.00 and the method of financing the balance to be worked out by the College Administration.

Upon motion made by Mr. Moore, seconded by Mr. Orme, the Board approved the recommendation of the Board for the enlargement, remodeling, and financing of the College Bookstore.

734. The Building Committee recommended that consideration of the feasibility of air conditioning the Student Union Building be delayed until (1) a re-study of the cost of enlarging the food service area can be made; and (2) to see what enlargements may be made to the Student Union Building and financed from Student Union Income only. Upon motion made by Mr. Orme, seconded by Mr. Haley, the Board approved the recommendations of the Building Committee.

735. The Building Committee recommended to the Board:

1. That the College Administration be authorized to proceed with plans for additional campus housing for 1,300 to 1,400 men; and that September 1, 1958 be set as the completion date for the project;
2. That the buildings be located in the area southwest of the Auditorium-Coliseum which was originally recommended for the unit-type housing;
3. That the three Associated Architectural Firms of (1) Stiles, Roberts and Associates, (2) E. Hoyse McMurtry and Associate, and (3) Schmidt and Stuart - Associated Architects and Engineers, be employed as Architects and Engineers; and that the contract with the Architects contain an "escape clause" so as to keep the College liability to a minimum if for some reason the project is delayed or cancelled; and that the Associated Firm of Architects and Engineers be required to furnish the College with a copy of the working agreement between the three firms; and
4. That the buildings be financed from the sale of Revenue Bonds.

Upon motion made by Mr. Haley, seconded by Mr. Moore, the Board approved the four (4) recommendations of the Building Committee, as given above, for additional housing and the employment of the three Associated Architectural Firms, subject to the working out of a satisfactory schedule of fees to be paid for all professional services. It was the consensus of the Board that due to the nature and size of this project that a graduated schedule of fees should be worked out.

736. Mr. Charles C. Thompson appointed Mr. George E. Benson as the official representative of the Board of Directors to attend the ground breaking ceremonies on February 22, 1956 for the Army Reserve Training Center, which is to be erected in the area northwest of the Auditorium-Coliseum on land leased by the College to the Texas National Guard Armory Board.

The Board adjourned at 2:50 P.M. until the next regular meeting on Wednesday, April 18, 1956, to be held at 2:00 P.M. at the Statler-Hilton Hotel, Dallas, Texas.

J. Roy Wells, Secretary
Board of Directors

February 13, 1956

Attachments:

1. The Agenda, Item No. 709.
2. Contract with Elliott Taylor, Lubbock, Item No. 617.
3. Letter of Understanding, Department of Army, Pantex Ordnance Plant, Item No. 710.
4. Agreement with Department of Army, Pantex Ordnance Plant, Item No. 711.
5. Small Class Report, Spring 1956, Item No. 716.
6. Board Committee Assignments, February 20, 1956 through February 19, 1957, Item No. 705.
7. Fourth Street Right-of-Way Easement, Item No. 715.
8. Tow-Away Service Bid, Item No. 718.

TEXAS TECHNOLOGICAL COLLEGE
LUBBOCK, TEXAS

January 28, 1956

TO THE HONORABLE MEMBERS OF THE BOARD
OF DIRECTORS OF TEXAS TECHNOLOGICAL COLLEGE

Gentlemen:

I am submitting herewith the agenda for Texas Technological College for consideration of the Board of Directors at a meeting to be held in Lubbock, Texas, February 11, 1956:

RECOMMENDED ACTIONS

Vice President and Comptroller (Office of the Auditor)

492. Lapse the unencumbered balance in the amount of \$1,600.00 from the budgeted appropriation for Assistant Invoice Clerk in the Office of the Auditor. (The amount of \$1,400.00 will be used to employ a Payroll Clerk and \$200.00 for Part-time Help).

493. Employ Mrs. Maria Audrey Harris as Payroll Clerk in the Office of the Auditor at an annual salary rate of \$2,400.00, effective February 1, 1956 through August 31, 1956. (Salary to be paid from the salary lapsed from the budgeted position for the Assistant Invoice Clerk).

494. Appropriate from the Unappropriated Balance, the amount of \$200.00 to the Extra Clerical Help Account in the Office of the Auditor. (This amount lapsed from the budgeted appropriation for Assistant Invoice Clerk).

Vice President and Comptroller (Purchasing Office)

495. Accept the resignation of Mrs. Madelyn M. Simmons as Assistant Telephone Operator (Half-time) in General Services at an annual salary rate of \$1,050.00 (Budgeted salary, \$1,200.00) and File Clerk (Half-time) in the Office of the Purchasing Agent at an annual salary of \$1,050.00 (Budgeted salary, \$1,200.00), effective at the close of the day, December 10, 1955.

496. Employ Mrs. Frances D. Hesson as File Clerk (Half-time) in the Office of the Purchasing Agent at an annual salary of \$1,050.00 (Budgeted salary, \$1,200.00), and Assistant Telephone Operator (Half-time) in General Services at an annual salary of \$1,050.00 (Budgeted salary, \$1,200.00), effective January 9, 1956, through August 31, 1956, vice Mrs. Madelyn M. Simmons, resigned.

497. Lapse the unencumbered balance in the amount of \$88.53 from the budgeted appropriation for File Clerk (Half-time) in the Office of the Purchasing Agent.

Office of the Registrar

498. Accept the resignation of Mrs. Frances Hunter, Secretary in the Office of the Registrar, at an annual salary of \$2,700.00, effective at the close of the day, December 21, 1955. (Budgeted salary, \$2,700.00 for 12 months).

499. Lapse the unencumbered balance in the amount of \$178.85 from the budgeted appropriation for Secretary in the Office of the Registrar. (Budgeted salary, \$2,700.00 for 12 months).

500. Appropriate from the Unappropriated Balance in the sum of \$178.85 to the Student Assistants and Part-time Help Account in the Office of the Registrar.

501. Employ Mrs. Julia Eloise Watson as Secretary in the Office of the Registrar, effective January 16, 1956 through August 31, 1956, at an annual salary rate of \$2,700.00 vice Mrs. Frances Hunter, resigned. (Budgeted salary, \$2,700.00 for 12 months).

502. Accept the resignation of Mrs. Doris Janelle Watson, Clerk in the Office of the Registrar, at an annual salary rate of \$2,500.00, effective at the close of the day, January 5, 1956. (Budgeted salary, \$2,500.00 for 12 months).

503. Revise the contract of Mrs. Peggy Wilcox Dearman, Clerk in the Office of the Registrar, from "an annual salary rate of \$2,400.00" to "an annual salary rate of \$2,500.00" effective January 6, 1956 through August 31, 1956. (This is the budgeted position formerly held by Mrs. Doris J. Watson, resigned, budgeted salary, \$2,500.00 for 12 months).

Office of the Registrar (continued)

504. Employ Mrs. Louise D. Barker as a Clerk in the Office of the Registrar, effective January 6, 1956 through August 31, 1956, at an annual salary rate of \$2,400.00, vice Mrs. Doris J. Watson, resigned. (This is the budgeted position formerly held by Mrs. Peggy Wilcox Dearman. Budgeted salary, \$2,400.00 for 12 months).

505. Appropriate from the Unappropriated Balance, the sum of \$5,900.00 to the Office of the Registrar. This amount is to be distributed to: Student Assistants and Part-time Help Account, \$3,900.00 and Maintenance, Equipment and Travel Account, \$2,000.00.

Office of the Dean of Student Life

506. Accept the resignation of Mrs. Emma Jene Maniss as Secretary in the Office of the Dean of Student Life, at an annual salary of \$3,000.00, effective at the close of the day, December 31, 1955. (Budgeted salary, \$3,000.00 for 12 months).

507. Employ Mrs. Harriet Henderson McCabe as Secretary to the Dean of Student Life, at an annual salary of \$2,600.00, effective January 2, 1956 through August 31, 1956, vice Mrs. Emma Jene Maniss, resigned. (Budgeted salary, \$3,000.00 for 12 months).

508. Lapse the unencumbered balance in the amount of \$266.67 from the budgeted position for Secretary to the Dean of Student Life. (Budgeted salary, \$3,000.00 for 12 months).

509. Appropriate from the Unappropriated Balance, the sum of \$301.96 to the Maintenance, Equipment and Travel Account in the Office of the Dean of Student Life.

Vice President and Comptroller (General Services)

510. Accept the resignation of Mrs. Madelyn M. Simmons as Assistant Telephone Operator (Half-time) in General Services at an annual salary rate of \$1,050.00 (Budgeted salary, \$1,200.00) for File Clerk (Half-time) in the Office of the Purchasing Agent at an annual salary of \$1,050.00 (Budgeted salary, \$1,200.00), effective at the close of the day, December 10, 1955.

511. Employ Mrs. Frances D. Hesson as Assistant Telephone Operator (Half-time) in General Services at an annual salary of \$1,050.00 (Budgeted salary, \$1,200.00), and File Clerk (Half-time) in the Office of the Purchasing Agent at an annual salary of \$1,050.00 (Budgeted salary, \$1,200.00), effective January 9, 1956, through August 31, 1956, vice Mrs. Madelyn M. Simmons, resigned.

512. Lapse the unencumbered balance in the amount of \$88.53 from the budgeted appropriation for Assistant Telephone Operator (Half-time) in General Services.

513. Accept the resignation of Mr. Eldon J. Hambright, Mimeograph and Postage Machine Operator in General Services, at an annual salary rate of \$2,600.00, effective at the close of the day, January 31, 1956. (Budgeted salary, \$2,600.00 for 12 months).

IBM Office

514. Accept the resignation of Mrs. Charlotte J. Watts as IBM Operator in the IBM Office, at an annual salary rate of \$2,500.00, effective at the close of the day, January 31, 1956. (Budgeted salary, \$2,500.00 for 12 months).

515. Employ Miss Amelia Alta Roberts as IBM Operator in the IBM Office, effective February 1, 1956 through August 31, 1956, at an annual salary rate of \$2,500.00, vice Mrs. Charlotte J. Watts, resigned. (Budgeted salary, \$2,500.00 for 12 months).

Public Information

516. Appropriate from the Unappropriated Balance, the sum of \$350.00 to the Student Assistants and Part-time Help Account in the Department of Public Information.

Agricultural Economics

517. Accept the resignation of Mr. Jack O. Ashworth as Instructor in Agricultural Economics, at a salary rate of \$4,200.00 for 9 months, effective at the close of the day, January 31, 1956. (Budgeted salary, \$4,200.00 for 9 months).

Agronomy

518. Appropriate from the Unappropriated Balance, the sum of \$300.00 to the Graduate Assistantships Account in the Department of Agronomy. (This is to be used to employ Graduate Assistants at the rate of \$1.00 per hour for the spring semester).

519. Appropriate from the Unappropriated Balance, the sum of \$450.00 to the Student Assistants Account in Agronomy. (This is to be used for laboratory and clerical help for the spring semester).

Horticulture and Park Management

520. Appropriate from the Unappropriated Balance, the sum of \$320.00 to the Student Assistants Account in the Department of Horticulture and Park Management. (This is to be used to employ two laboratory assistants for the spring semester).

Biology

521. Appropriate from the Unappropriated Balance, the sum of \$212.00 to the Student Assistants Account in the Department of Biology. (This is to be used to employ laboratory assistants for the spring semester).

522. Appropriate from the Unappropriated Balance, the sum of \$2,300.00 to the Maintenance, Equipment and Travel Account in the Department of Biology.

Chemistry and Chemical Engineering

523. Appoint Mr. Kelton Gordon Tidwell as Instructor in Chemistry and Chemical Engineering, effective February 1, 1956 through June 15, 1956, at a salary rate of \$3,800.00 for 9 months, vice Mr. John Marion Bryant, resigned. (Budgeted salary, \$3,800.00 for 9 months).

524. Lapse the unencumbered balance in the amount of \$1,055.56 for Instructor in Chemistry and Chemical Engineering (Mr. Bryant).

525. Appoint Mr. Thurman Litton Atchley as a Part-time Instructor in Chemistry effective February 1, 1956 through June 15, 1956, at a salary rate of \$600.00 for $4\frac{1}{2}$ months, vice Mrs. Anne Salman McIlroy, who completed her contract on January 31, 1956. (Re: Item No. 376, Board Minutes of November 5, 1955).

526. Accept the resignation of Mr. Jackie Dwayne Parker as Part-time Store-room Keeper in the Department of Chemistry and Chemical Engineering at a salary rate of \$1,500.00 for 12 months, effective at the close of the day, November 8, 1955. (Budgeted salary, \$1,500.00 for 12 months).

527. Employ Mr. Billy Lee Nelson as a Part-time Storeroom Keeper in the Department of Chemistry and Chemical Engineering, effective November 21, 1955 through August 21, 1956, at an annual salary rate of \$1,500.00, vice Mr. Jackie Dwayne Parker, resigned. (Budgeted salary, \$1,500.00 for 12 months).

528. Lapse the unencumbered balance in the amount of \$48.20 from the budgeted appropriation for Part-time Storeroom Keeper in the Department of Chemistry and Chemical Engineering.

529. Accept the resignation of Mr. Delmar A. Dyreson, Part-time Instructor in Chemistry, at a salary rate of \$1,200.00 for 9 months, effective at the close of the day, January 31, 1956. (Budgeted salary, \$1,200.00 for 9 months).

530. Lapse the unencumbered balance in the amount of \$600.00 from the budgeted position for Part-time Instructor in Chemistry (Mr. Dyreson). (Budgeted salary \$1,200.00 for 9 months).

531. Appropriate from the Unappropriated Balance, the sum of \$1,800.00 to the Student Assistants Account in the Department of Chemistry and Chemical Engineering. (This is to be used to employ laboratory assistants for the spring semester).

532. Appropriate from the Unappropriated Balance, the sum of \$4,000.00 to the Maintenance, Equipment and Travel Account in the Department of Chemistry and Chemical Engineering.

English

533. Appoint Mr. Thomas Jefferson Way as Instructor in English, effective February 1, 1956 through June 15, 1956, at a salary rate of \$3,200.00 for 9 months. (Re: Item No. 376, Board Minutes of November 5, 1955).

Foreign Languages

534. Approve the Foreign Languages Field School for the second term, 1956 Summer School, at Mexico City, Mexico.

535. Waive the General Property Deposit Fee for the students who register for the Foreign Languages Field School in Mexico City, Mexico, for the second term of the 1956 Summer School.

Geology

536. Appoint Mr. Vernon Reid McLamore as a Part-time Instructor (Temporary) in Geology, effective February 1, 1956 through June 15, 1956, at a salary rate of \$600.00 for $4\frac{1}{2}$ months. (Re: Item No. 376, Board Minutes of November 5, 1955).

537. Appropriate from the Unappropriated Balance, the sum of \$960.00 to the Student Assistants Account in the Department of Geology. (This is to be used during the spring semester to pay three laboratory assistants, Mr. Frizell, Mr. Powell and Mr. Tanner, at the rate of \$1.00 per hour, 20 hours per week for 16 weeks).

538. Appropriate from the Unappropriated Balance, the sum of \$2,000.00 to the Maintenance, Equipment and Travel Account in the Department of Geology.

539. Approve the Geology Summer Field Course for the 1956 Summer Session. The field group will be located on the campus of Sul Ross State College, Alpine, Texas, and will work in the Alpine-Marathon region.

540. Approve a charge of \$175.00 per student per term for all students registering for the Geology field course, 1956 Summer Session. The charges are itemized below:

Room and Board at Sul Ross State College-	\$ 82.50
Facilities and limited hospitalization at Sul Ross State College - - - - -	10.00
Course Fee - - - - -	30.00
Transportation - - - - -	35.00
Tuition - - - - -	17.50
Total - - - - -	<u>\$175.00</u>

541. Waive the General Property Deposit for the students who register for the 1956 Geology Summer Field Course. (Geology 363).

542. Approve as a part of the requirement for all who plan to register for the Summer Geology Field Course, that a deposit be made with the College Business Office on or before March 1 of the year in which the course will be taken; such deposit may be refundable up to April 1 of the year the deposit is made; and all forfeited deposits are to be credited to the College Income Account.

Government

543. Appoint Mr. Homer Fritz Lanham as a Part-time Instructor in Government, effective February 1, 1956 through June 15, 1956, at a salary rate of \$450.00 for $4\frac{1}{2}$ months. (Re: Item No. 376, Board Minutes of November 5, 1955).

544. Appropriate from the Unappropriated Balance, the sum of \$100.00 to the Maintenance, Equipment and Travel Account in the Department of Government.

Health and Physical Education and Recreation (for Men)

545. Employ Miss Margaret Ann Scott as a Part-time Secretary in the Department of Health and Physical Education and Recreation, effective November 29, 1955 through August 25, 1956, at a salary of \$495.30 for the period. (Budgeted salary, \$830.00 for $11\frac{1}{2}$ months).

546. Lapse the unencumbered balance in the amount of \$149.20 from the budgeted position for Part-time Secretary in the Department of Health and Physical Education and Recreation for Men. (Budgeted salary, \$830.00 for $11\frac{1}{2}$ months, Part-time).

547. Appropriate from the Unappropriated Balance, the sum of \$600.00 to the Student Assistants Account in the Department of Health and Physical Education and Recreation, for Men.

Health and Physical Education and Recreation (for Women)

548. Appoint Miss Ethel Todd Rollo as Instructor in Health and Physical Education and Recreation (Temporary), at a salary of \$1,800.00 for 4½ months, effective for the 1956 spring semester. (Re: Item No. 376, Board Minutes of November 6, 1955).

History, Anthropology and Sociology

549. Appoint Dr. Fred Wendorf as Associate Professor of Anthropology and Assistant Director of the Museum, effective September 1, 1956 through August 31, 1957, at an annual salary rate of \$6,000.00 for 12 months. (This will appear in the 1956-57 budget; Department of History Budget, \$4,125.00; and the Museum Budget, \$1,875.00. Re: Item No. 376, Board Minutes of November 5, 1955, for the 1956-57 Budget).

550. Approve the field courses, Anthropology 433 and 434, for the second term of the 1956 Summer School. The summer field school will be located at Turner site, Capitan, New Mexico. These field courses will be conducted by Dr. W. C. Holden.

551. Waive the General Property Deposit for all the students who register for Anthropology field courses, Nos. 433 and 434, for the second term of the 1956 Summer School.

Journalism

552. Appropriate from the Unappropriated Balance, the sum of \$350.00 to the Student Assistants Account in the Department of Journalism.

Mathematics

553. Approve an honorarium in the amount of \$40.00 to Mr. H. J. Ettlinger, Austin, Texas, for his services in the Department of Mathematics on December 13, 1955. (This is to be charged to the budgeted appropriation for Maintenance, Equipment and Travel in the Department of Mathematics).

Physics

554. Appropriate from the Unappropriated Balance, the sum of \$500.00 to the Student Assistants Account in the Department of Physics. (This is to be used to employ laboratory assistants for the spring semester).

Psychology

555. Revise the contract of Dr. Kenneth S. McCutchan, Associate Professor of Psychology from "Part-time Teaching and Part-time Research" to "Full-time Teaching," effective February 1, 1956 through June 15, 1956, at a salary of \$2,600.00 for 4½ months. (Budgeted salary, \$450.00 Department of Psychology; Re: Item No. 376, Board Minutes of November 5, 1955 for the additional \$2,150.00).

556. Approve a change in title for Dr. Robert Paul Anderson, Department of Psychology, effective February 1, 1956, with no change in salary, from "Assistant Professor of Psychology" to "Assistant Professor of Psychology and Associate Director of the Rehabilitation Counseling Program."

Office of the Dean of Arts and Sciences

557. Appropriate from the Unappropriated Balance, the sum of \$500.00 to the Student Assistants and Part-time Help Account in the Office of the Dean of Arts and Sciences.

558. Employ Mrs. Barbara M. Carr as Part-time Secretary in the Office of the Dean of Arts and Sciences, at a salary rate of \$100.00 per month, effective January 2, 1956 through May 31, 1956. (This salary to be paid from the budgeted appropriation for Student Assistants and Part-time Help).

Accounting

559. Appropriate from the Unappropriated Balance, the sum of \$700.00 to the Student Assistants Account in the Department of Accounting.

Business Education and Secretarial Administration

560. Appropriate from the Unappropriated Balance, the sum of \$500.00 to the Student Assistants Account, Department of Business Education and Secretarial Administration. (This is to be used to employ students for laboratory supervision during the spring semester).

Marketing

561. Revise the contract of Mr. Gerald Glynn West, from "Part-time Instructor in Marketing at a salary rate of \$1,200.00 for the 1955-1956 spring semester" to "Full-time Instructor in Marketing (Temporary) at a salary rate of \$1,650.00 for the 1955-1956 spring semester." (Budgeted salary, \$1,200.00; Re: Item 376, Board Minutes of November 5, 1955 for the additional \$450.00).

562. Lapse the unencumbered balance in the amount of \$900.00 from the budgeted appropriation for a Part-time Instructor in the Department of Marketing. (This will be used to employ two Part-time Instructors for the 1956 spring semester).

563. Appoint Mr. Leonard Clifton Walker as a Part-time Instructor (Temporary) in Marketing, at a salary rate of \$450.00 for $4\frac{1}{2}$ months, effective February 1, 1956 through June 15, 1956. (The salary is to be paid from the budgeted salary lapsed above).

564. Appoint Mrs. Marilyn Susskind Levy as a Part-time Instructor (Temporary) in Marketing, at a salary rate of \$450.00 for $4\frac{1}{2}$ months, effective February 1, 1956 through June 15, 1956. (The salary is to be paid from the budgeted salary lapsed above).

565. Grant a leave of absence to Dr. Roy T. Shaw, Jr., Professor and Head of the Department of Marketing, for the academic year, 1956-1957. (Dr. Shaw has been invited to teach and assist in the rehabilitation of the University of the Philippines at Manila, P.I.).

Office of the Dean of Business Administration

566. Appropriate from the Unappropriated Balance, the sum of \$200.00 to the Student Assistants Account in the Office of the Dean of Business Administration.

Architecture and Allied Arts

567. Appoint Mr. Bernard E. Farrell as Instructor in Architecture and Allied Arts, effective February 1, 1956 through June 15, 1956, at a salary rate of \$3,900.00 for 9 months. (Re: Item No. 376, Board Minutes of November 5, 1955).

568. Appoint Mrs. Marie H. Bryant as a Part-time Instructor in Architecture and Allied Arts, effective February 1, 1956 through June 15, 1956, at a salary rate of \$450.00 for $4\frac{1}{2}$ months. (Re: Item No. 376, Board Minutes of November 5, 1955).

569. Approve an honorarium in the amount of \$75.00 for Mr. Thomas W. Shefelman, 1112 Enfield Road, Apartment No. 2, Austin, Texas, for his services as consultant in the Department of Architecture and Allied Arts on December 16 and 17, 1955. (This is to be charged to the budgeted appropriation for Maintenance, Equipment and Travel in the Department of Architecture and Allied Arts).

Civil Engineering

570. Accept the resignation of Mr. Fitzhugh Lee McRee, Professor of Civil Engineering, at a salary rate of \$5,700.00 for 9 months, effective with the close of the day, January 31, 1956. (Budgeted salary, \$5,700.00 for 9 months).

571. Lapse the unencumbered balance in the amount of \$2,850.00 from the budgeted position for Professor in the Department of Civil Engineering (Mr. McRee). (Budgeted salary, \$5,700.00 for 9 months).

572. Lapse the unencumbered balance in the amount of \$2,400.00 from the budgeted appropriation for an Associate Professor in Civil Engineering. (Budgeted salary, \$4,800.00 for 9 months).

573. Appoint Mr. Adrain C. W. Bowden as Part-time Assistant Professor of Civil Engineering, effective February 1, 1956 through June 15, 1956, at a salary rate of \$960.00 for the $4\frac{1}{2}$ months. (Re: Item 376, Board Minutes of November 5, 1955).

574. Appoint Mr. Ernst Willie Keisling as Instructor in Civil Engineering, effective February 1, 1956 through June 15, 1956, at a salary rate of \$4,200.00 for 9 months. (Re: Item No. 376, Board Minutes of November 5, 1955).

575. Appropriate from the Unappropriated Balance, the sum of \$370.00 to the Student Assistants Account in the Department of Civil Engineering.

Electrical Engineering

576. Appoint Mr. Lowell D. Watkins as a Part-time Instructor in Electrical Engineering (Temporary), at a salary rate of \$4,200.00 for 9 months, effective February 1, 1956 through June 15, 1956. (Re: Item No. 376, Board Minutes of November 5, 1955, contract \$840.00).

Industrial Engineering and Engineering Drawing

577. Lapse the budgeted appropriation in the amount of \$4,000.00 from the budgeted position for Assistant Professor in the Department of Industrial Engineering and Engineering Drawing.

578. Lapse the budgeted appropriation in the amount of \$4,000.00 from the budgeted position for Instructor in the Department of Industrial Engineering and Engineering Drawing.

579. Appoint Mr. William Loyd Jenkins as a Part-time Assistant Professor of Industrial Engineering and Engineering Drawing, effective February 1, 1956 through May 31, 1956, at a salary of \$400.00 for the 4 months. (This salary is to be paid from fund lapsed from the budgeted position for Assistant Professor).

Mechanical Engineering

580. Revise the contract of Mr. Robert Lee Newell, Associate Professor of Mechanical Engineering from "Associate Professor of Mechanical Engineering at a salary rate of \$5,500.00 for 9 months" to "Associate Professor of Mechanical Engineering and Assistant Dean of Engineering, at an annual salary rate of \$7,500.00, effective February 1, 1956 through August 31, 1956." The salary is to be distributed for the remainder of the 1955-56 school year: Teaching salaries, \$562.50 and General Operating Salaries (Office of the Dean of Engineering), \$3,812.50.

581. Lapse the unencumbered balance in the amount of \$2,187.51 from the budgeted appropriation for Associate Professor in Mechanical Engineering (Newell).

582. Grant Mr. Robert L. Newell, Associate Professor of Mechanical Engineering, permission to perform consulting services for the Research and Development Laboratories of the Hughes Aircraft Company, Culver City, California. This work will be on a professional level, on a regular professional fee basis and will not interfere with his regular duties at Texas Technological College.

Petroleum Engineering

583. Grant Mr. W. L. Ducker, Professor and Head Department of Petroleum Engineering, permission to do consulting work for the Transcontinental Gas Pipeline Corporation of Houston, Texas. Mr. Ducker will receive the standard fee for such professional services and the work is to be so planned that it will not interfere with his duties at the College in any way.

Office of the Dean of Engineering

584. Revise the contract of Mr. Robert Lee Newell, Associate Professor of Mechanical Engineering, from "Associate Professor of Mechanical Engineering, at a salary rate of \$5,500.00 for 9 months" to "Associate Professor of Mechanical Engineering and Assistant Dean of Engineering, at an annual salary of \$7,500.00, effective February 1, 1956 through August 31, 1956." The salary is to be distributed for the remainder of the 1955-56 school year: Teaching salaries, \$562.50 and General Operating Salaries (Office of the Dean of Engineering), \$3,812.50.

Clothing and Textiles

585. Approve a course fee of \$5.00 per semester for Clothing and Textiles, Course No. 335, Weaving and History of Textiles, effective with the beginning of the 1956 spring semester.

Foods and Nutrition

586. Revise the contract of Mrs. Clara McPherson Part-time Instructor in Foods and Nutrition from "One-half time at a salary of \$950.00 for the 1956 Spring Semester" to "Three-fourths time at a salary of \$1,425.00 for the 1956 Spring Semester." (Budgeted salary \$1,900.00 for 9 months; Re: Item No. 376, Board Minutes of November 5, 1955 for \$475.00 addition).

Foods and Nutrition (continued)

587. Appoint Miss Opal Lanier Wood as a Part-time Instructor in Foods and Nutrition and Part-time in charge of the Sandwich Concessions, effective February 1, 1956 through June 15, 1956, at a salary of \$1,700.00 for the Spring Semester; salary to be distributed as follows: Teaching salaries \$1,275.00, three-fourths time, February 1, 1956 to June 15, 1956; salary from Sandwich Concessions (Account No. 650) \$425.00 one-fourth time, February 1, 1956 through May 31, 1956. (Re: Item 376, Board Minutes of November 5, 1955 for teaching salary, \$1,275.00).

588. Appropriate from the Unappropriated Balance, the sum of \$62.20 to the Maintenance, Equipment and Travel Account in the Department of Foods and Nutrition.

589. Approve a supplemental payment in the amount of \$5.00 to Mrs. Myrtle Neal Kennedy, Housekeeper in the Department of Foods and Nutrition, for her services in the Department of Foods and Nutrition on Saturday, December 10, 1955. The extra work was done on her own time.

Home Economics Education

590. Appropriate from the Unappropriated Balance, the sum of \$350.00 to the Maintenance, Equipment and Travel Account in the Department of Home Economics Education.

Office of the Dean of Home Economics

591. Accept the resignation of Mrs. Dorothy M. Smiley, Secretary to the Dean of Home Economics, at an annual salary rate of \$2,900.00, effective at the close of the day, December 31, 1955. (Budgeted salary, \$2,900.00 for 12 months).

592. Employ Mrs. Chery O. Abel as Secretary in the Office of the Dean of Home Economics, at an annual salary rate of \$2,900.00, effective January 2, 1956 through May 31, 1956, vice Mrs. Dorothy M. Smiley, resigned. (Budgeted salary, \$2,900.00 for 12 months).

Air Science and Military Science and Tactics (Military Property Custodian)

593. Accept the resignation of Miss Peggy J. Golden, Secretary (Part-time) in the Office of the Military Property Custodian, at an annual salary of \$1,020.00, effective at the close of the day, January 31, 1956. (Budgeted salary, \$1,020.00 for 12 months).

594. Employ Mrs. Jane J. White as Secretary (Part-time) in the Office of the Military Property Custodian at an annual salary of \$1,020.00, effective February 1, 1956 through August 31, 1956, vice Miss Peggy J. Golden, resigned. (Budgeted salary, \$1,020.00 for 12 months).

Air ROTC

595. Approve a change in the handling of Air Force ROTC uniforms to commutation in lieu of issue-in-kind for the Basic Cadets--the conversion to be financed by funds supplied in advance by the U. S. Air Force.

Library

596. Grant a leave of absence without pay to Mrs. Rita Estok, Assistant Circulation Librarian, for the period January 3, 1956 (8 A.M.) through January 7, 1956 (5 days).

597. Lapse the unencumbered balance in the amount of \$57.69 from the budgeted appropriation for the Assistant Circulation Librarian (Mrs. Estok).

598. Employ Mrs. Sibyl Pirtle Morrison as Reference Librarian, at an annual salary rate of \$4,500.00, effective February 1, 1956 through August 31, 1956, vice Mrs. Betty Pearce Arper, resigned. (Budgeted salary, \$4,200.00 for 12 months).

599. Lapse the unencumbered balance in the amount of \$794.24 from the budgeted appropriation for Reference Librarian in the College Library.

600. Accept the resignation of Miss Janice M. Owen, Cataloguing Clerk in the Library, at an annual salary rate of \$2,380.00, effective at the close of the day, January 14, 1956. (Budgeted salary, \$2,380.00 for 12 months).

Library (continued)

601. Employ Mrs. Dorothy Ann Fowler as Catalog Clerk in the College Library, effective January 16, 1956 through August 31, 1956, at an annual salary rate of \$2,380.00, vice Miss Janice M. Owen, resigned. (Budgeted salary, \$2,380.00 for 12 months).

602. Accept the resignation of Mr. Wallace M. Caldwell as Mail Clerk in the Library, at an annual salary of \$2,760.00, effective at the close of the day, December 31, 1955. (Budgeted salary, \$2,760.00 for 12 months).

603. Employ Mr. William R. Scott as Mail Clerk in the Library, at an annual salary rate of \$2,760.00, effective January 2, 1956 through August 31, 1956, vice Mr. Wallace M. Caldwell, resigned. (Budgeted salary, \$2,760.00 for 12 months).

604. Accept the resignation of Mrs. Winnie Jo Dzenowski as Engineering Library Clerk, at an annual salary rate of \$2,400.00, effective at the close of the day, December 31, 1955. (Budgeted salary, \$2,400.00 for 12 months).

605. Lapse the unencumbered balance in the amount of \$200.00 from the budgeted appropriation for Engineering Library Clerk in the College Library.

606. Appropriate from the Unappropriated Balance, the sum of \$200.00 to the budgeted appropriation for Student Assistants and Extra Help Account in the College Library.

607. Revise the contract of Mrs. Alice Pruis, from "Periodicals Clerk at an annual salary rate of \$2,300.00" to "Engineering Library Clerk at an annual salary rate of \$2,400.00," effective February 1, 1956 through August 31, 1956, vice Mrs. Winnie Jo Dzenowski, resigned. (Budgeted salary, \$2,400.00 for 12 months).

608. Employ Mrs. Cecilia Sue Hayes as Periodicals Clerk in the College Library, at an annual salary rate of \$2,300.00, effective February 1, 1956 through August 31, 1956, vice Mrs. Alice Pruis, transferred to the position of Engineering Library Clerk. (Budgeted salary, \$2,300.00 for 12 months).

609. Appropriate from the Unappropriated Balance the sum of \$10,000.00 to the Books, Periodicals and Binding Account in the College Library. This appropriation is necessary to help bring the Library to minimum standards set by The Southern Association of Colleges and Secondary Schools.

Foreign Student Scholarships

610. Lapse the unencumbered balance in the amount of \$500.00 from the budgeted appropriation for Foreign Student Scholarships. (An amount of \$625.00 was budgeted for the fall semester but only \$125.00 encumbered).

Latin-American Scholarships

611. Lapse the unencumbered balance in the amount of \$125.00 from the budgeted appropriation for Latin-American Scholarships. (An amount of \$625.00 was budgeted for the fall semester but only \$500.00 encumbered).

Animal Husbandry Herds and Flocks

612. Accept the resignation of Mr. Frank A. Newson as Beef Cattle Herdsman, in the Department of Animal Husbandry Herds and Flocks at an annual salary rate of \$3,120.00 plus house, utilities, 2 quarts of milk per day, and 2 dozen eggs per week, effective at the close of the day February 7, 1956. (Budgeted salary, \$3,120.00 plus house, utilities, 2 quarts of milk per day and 2 dozen eggs per week).

613. Approve the sale of twenty (20) hogs to the Plains Hog Company, Lubbock, Texas, on December 21, 1955 for a net price of \$502.42:

20 tops 4,785 lbs. @ \$10.50 cwt. - - - - - \$502.42

The net proceeds from this sale, in the amount of \$502.42, have been deposited to Animal Husbandry Herds and Flocks, Account No. 43.

614. Appropriate from the Unappropriated Balance, the sum of \$1,166.84 to the Maintenance, Equipment and Travel Account in the Department of Animal Husbandry Herds and Flocks.

Dairy Industry Creamery

615. Approve the deletion of a Rotary Can Washer, Inventory No. 8546, Inventory Carrying value \$818.00, from the inventory of the Dairy Industry Creamery. The machine is completely worn out and has no value other than junk.

Agronomy Farm

616. Appropriate from the Unappropriated Balance, the sum of \$6,573.96 to the Maintenance, Equipment and Travel Account in the Agronomy Farm as authorized by Item No. 301, Board Minutes of October 9, 1953.

Care and Maintenance of Grounds

617. Accept the bid of Elliott Taylor, Contractor of Lubbock, in the amount of \$8,350.00 for the resurfacing of seven (7) tennis courts and two (2) basketball courts as per plans and specifications; appropriate from the unappropriated balance the sum of \$8,350.00 to the Maintenance, Equipment and Travel Account of the Department of Care and Maintenance of Grounds; ratify the contract with Elliott Taylor, Contractor; and authorize the Chairman to sign.

Bids were requested for the job, and the only other bid received was from Kerr and Middleton, Lubbock, Texas in the amount of \$9,210.00. A copy of the contract is attached and made a part of these Minutes. Attachment No. 2.

618. Approve an extra in the amount of \$200.00 to the contract with Elliott Taylor, Contractor of Lubbock, for the resurfacing of seven tennis courts and two basketball courts--the sum to be appropriated from the Unappropriated Balance to the Maintenance, Equipment and Travel Account in the Department of Care and Maintenance of Grounds. This extra is for paving the driveway between the handball courts and the tennis courts to provide for adequate drainage.

Physical Plant (Campus Traffic Control)

619. Appropriate from the Unappropriated Balance, the sum of \$223.00 to the Maintenance, Equipment and Travel Account in Campus Traffic Control, Account No. 576.

Southwest Collection

620. Lapse the unencumbered balance in the amount of \$360.58 from the budgeted appropriation for Secretary-Cataloguer-Custodian for the Southwest Collection. (Budgeted salary, \$3,000.00 for 12 months; Re: Item No. 1433, Board Minutes of July 9, 1955).

621. Appropriate from the Unappropriated Balance, the sum of \$360.58 to the Part-time Help Account for the Southwest Collection.

Chemistry Building Laboratory Tables (Account No. 805)

622. Lapse the unencumbered balance in the amount of \$1.72 from the Chemistry Building Laboratory Tables (Account No. 805) to the Unappropriated Balance.

Student Union

623. Revise the contract of Mr. Nelson H. Longley, Assistant Director, Student Union, by adding the following statement: "plus five meals per week," effective from September 1, 1955 through August 31, 1956. (Budgeted salary adjusted, \$4,200.00 for 12 months).

624. Revise the contract of Mrs. Gertrude Morse, Food Supervisor, Student Union, by adding the following statement: "plus six meals per week," effective from October 1, 1955 through August 31, 1956. (Budgeted salary adjusted, \$4,000.00 for 12 months).

Intercollegiate Athletics

625. Approve a salary bonus in the amount of \$250.00 to the following Athletic Department Staff members from the receipts of the Sun Bowl game played on January 2, 1956:

1. DeWitt T. Weaver, Director of Athletics and Head Football Coach
2. Buist L. Warren, Backfield Coach
3. Wyatt Posey, Line Coach
4. Dee Gus Andros, Line Coach
5. Horace Monroe Sherrod, Jr., End Coach
6. Beattie Feathers, Backfield Coach
7. Delmer Brown, Track Coach and Trainer
8. Eugene F. Gibson, Freshman Basketball Coach and Assistant Business Manager of Athletics

Item No. 625 was not approved. Re: Item No. 706(3) and 709 of the Minutes.

Intercollegiate Athletics (continued)

9. William Walker Holmes, Jr., Sports News Director
10. Aubrey Phillips, Freshman Football Coach and Dormitory Counselor
11. James R. Wilson, Business Manager of Athletics
12. Polk Robison, Basketball Coach and Scout

College Bookstore

626. Amend Item No. 436, Board Minutes of December 10, 1955 to read:
"Approve payment of the round trip air fare from Kansas City to Lubbock, Texas in the amount of \$81.90 and one night's lodging in the amount of \$6.00 to Mr. Ken White, P. O. Box 209, Westwood, New Jersey, to consult with college officials on the proposed expansion and alterations to the College Bookstore.

"The addition of the \$6.00 for lodging was necessitated due to an unavoidable delay in Mr. White's plane. He arrived so late that it was necessary for him to spend the night in order to complete his preliminary consultation."

627. Approve the employment of Mr. Ken White, Westwood, New Jersey, as a Consultant on Phase II of the remodeling of the College Bookstore at the rate of 10¢ per square foot, with a minimum charge of \$250.00. The Consultant fee will be paid from the College Bookstore funds.

628. Revise the contract of Mr. George H. Coon, Manager of the Textbook Department of the College Bookstore from "an annual salary rate of \$4,500.00" to "an annual salary rate of \$4,800.00," effective March 1, 1956 through August 31, 1956. (Budgeted salary, \$4,500.00 for 12 months).

Dormitory System (Office of Room Reservations)

629. Accept the resignation of Mr. William H. Crutcher as Cashier in the Office of Room Reservations, at an annual salary rate of \$4,600.00, effective at the close of the day, December 31, 1955. (Budgeted salary, \$4,600.00 for 12 months).

630. Employ Mr. Robert E. Maniss as Cashier in the Office of Room Reservations, at an annual salary rate of \$4,200.00, effective January 2, 1956 through August 31, 1956, vice Mr. William H. Crutcher, resigned. (Budgeted salary, \$4,600.00 for 12 months).

631. Revise the contract of Mrs. Patricia M. Davidson, Assistant Cashier and Stenographer in the Office of Room Reservations from "an annual salary of \$2,800.00" to "an annual salary of \$3,000.00", effective January 1, 1956. (Budgeted salary, \$2,800.00 for 12 months).

632. Accept the resignation of Mrs. Jaxie Marie Norwood, Half-time Clerk in the Office of Room Reservations, at an annual salary rate of \$1,200.00, effective at the close of the day, November 30, 1955. (Budgeted salary, \$1,200.00 for 12 months).

Dormitory System (Building Maintenance)

633. Revise the contract of Mr. Thomas T. Morris, Building Engineer in the Dormitory System, from "an annual salary rate of \$3,420.00, plus lunch 5 days per week" to "an annual salary of \$3,600.00, plus lunch 5 days per week," effective January 1, 1956. (Budgeted salary, \$3,420.00 for 12 months, plus lunch 5 days per week).

Dormitory System (Dining Room and Kitchen)

634. Accept the resignation of Mrs. Patricia T. Smathers, Assistant Dietitian in the Dormitory Systems, at an annual salary of \$2,500.00, plus apartment for self and husband, and meals for self only, effective at the close of the day on January 25, 1956. (Budgeted salary, \$2,500.00 for 12 months, plus apartment for self and husband, and meals for self only).

635. Employ Mrs. Dorothy K. Ware as Assistant Dietitian in the Dormitory Systems (Horn and Knapp Halls), effective January 26, 1956 through August 31, 1956, at an annual salary of \$2,400.00, plus apartment for self and husband, and meals for self only, vice Mrs. Patricia T. Smathers, resigned. (Budgeted salary, \$2,500.00 plus apartment for self and husband, and meals for self only).

Dormitory Supervision (Drane Hall)

636. Accept the resignation of Miss Billie Bullock as Counselor and Program Director in Drane Hall, at a salary rate of \$2,400.00 for 9 months, plus apartment for 9 months, and meals during the time the dining hall is in operation, effective at the close of the day, November 30, 1955. (Budgeted salary, \$2,600.00 for 9 months, plus apartment for 9 months, and meals during the time the dining hall is in operation).

Dormitory Supervision (Drane Hall) (continued)

637. Lapse the unencumbered balance in the amount of \$1,800.02 from the budgeted appropriation for Counselor and Program Director in Drane Hall. (Budgeted salary, \$2,600.00 for 9 months).

638. Revise the contract of Mrs. Alice May, from "Resident Hostess in Drane Hall at a salary rate of \$1,600.00 for 9 months, plus apartment for 9 months and meals during the time the dining hall is in operation" to "Head of Dormitory Supervision in Drane Hall at a salary rate of \$2,400.00 for 9 months, plus apartment for 9 months and meals during the time the dining hall is in operation," effective December 1, 1955 through May 31, 1956.

639. Lapse the unencumbered balance in the amount of \$1,066.69 from the budgeted appropriation for Resident Hostess in Drane Hall. (Budgeted salary, \$1,600.00 for 9 months).

640. Appropriate from the Unappropriated Balance (Dormitory Funds), the sum of \$390.00 to the Student Assistants Account in Dormitory Supervision, Drane Hall. This is to be used to employ one additional student assistant necessitated by the resignation of the Counselor and Program Director.

641. Appropriate from the Unappropriated Balance (Dormitory Funds) the sum of \$293.00 to Part-time Help in Dormitory Supervision, Drane Hall. This is to be used to employ part-time help to relieve the Head of Dormitory Supervision in Drane Hall for one weekend (2½ days) per month at a salary rate of \$8.88 per day, plus room and meals, and one day per week, three weeks per month, at a salary rate of \$8.88 per day, plus meals while on duty for the period, December 1, 1955 through May 31, 1956. The estimated value of the room and meals for the six months period is \$66.60.

Adult Education Program

642. Approve a supplementary payment to Mrs. Betty S. Hannon, Adult Education Program, in the amount of \$8.00 for eight hours of work on the Adult Education Program. Payment is to be made from the Adult Education Account No. 1307. Mrs. Hannon did this work on her own time during the Thanksgiving Holidays.

Textile Research Laboratories

643. Approve an addition of \$5,000.00 to the Textile Research Laboratories Budget for the School Year, 1955-56. The Research Agreement with the Cotton Research Committee of Texas has been amended which resulted in the moving of the Fiber Testing Laboratory from the Cotton Economic Research at Austin to the Textile Research Laboratories at Texas Technological College. The amendment allocated an additional \$5,000.00 from the Cotton Research Committee of Texas, to the Textile Research Laboratories at Texas Technological College. This is to be distributed on the Budget of the Textile Research Laboratories: Wages \$4,200.00 and General Expense \$800.00.

Organized Research (Account No. 1344) (Grant B-673)

644. Accept the resignation of Mrs. Neatha D. Diehl as Secretary, Department of Psychology for the Public Health Grant, at an annual salary rate of \$2,400.00, effective at the close of the day, January 6, 1956. (This salary is being paid from the Department of Health, Education and Welfare Grant No. B-673(c), Account No. 1344).

645. Employ Mrs. Linda Rogers as Secretary in the Department of Psychology, Research Staff, effective January 9, 1956 through August 31, 1956, at a salary rate of \$160.00 per month, vice Mrs. Neatha D. Diehl, resigned. (This salary is to be paid from Research Grant B-673, Account No. 1344).

Organized Research (Account No. 1344)

646. Approve an honorarium in the amount of \$119.80 to Dr. Muzafer Sherif, Norman, Oklahoma, for consultation services with the Research Project "Effects of Radiation upon the Infra-Human Primate" on November 20 and 21, 1955. (This is to be charged to Account No. 1344).

647. Approve an honorarium in the amount of \$106.68 to Lt. Colonel John P. Stapp, USAF(MC), Chief, Aero Medical Field Laboratory, P. O. Box 134, Holloman Air Force Base, New Mexico, for consultation services with the Research Project "Effects of Radiation upon the Infra-Human Primate" on December 5, 1955. (This is to be charged to Account No. 1344).

Organized Research (Atomic Energy Commission Research Grant)

648. Appoint Dr. Keith J. Hayes as Associate Professor of Psychology and Research Associate on the Atomic Energy Research Grant, effective February 1, 1956 through January 1, 1957, at an annual salary rate of \$6,933.00. (This salary is to be paid from the Atomic Energy Research Grant, Account No. 1346).

649. Approve payment in the amount of \$1,000.00 to Dr. Sylvan J. Kaplan, Professor and Head of the Department of Psychology and Part-time Research Associate, effective February 1, 1956 through May 31, 1956. (To be paid from the Atomic Energy Commission Research Grant, Account No. 1346).

Gifts

650. Accept a gift from Dr. and Mrs. E. W. Jones, 3415 20th Street, Lubbock, Texas, of the following items for the Department of Psychology and authorize the Secretary to write a letter of appreciation for the Board:

3 #2611 Webcor Tape recorders @	\$154.97	- - -	\$464.91
2 Msl1 Webster Microphone stands @	1.75	- - -	3.50
1 Gibson Girl tape splicer - - - - -		- - -	6.79
4 Spools plus 100 recording tape @	6.00	- - -	25.00
Total - - - - -		- - -	<u>\$499.20</u>

651. Accept a gift from Mrs. Svea Sauer, 2813 22nd Street, Lubbock, Texas, of a collection of sixty-one volumes of medical books, for the Department of Psychology, and authorize the Secretary to write a letter of appreciation for the Board. The estimated value of this collection is \$500.00.

652. Accept a gift of \$278.00 from Alpha Phi Omega for the purpose of purchasing bleachers for the lighted softball field north of the present gymnasium and authorize the Secretary to write a letter of appreciation for the Board to the Alpha Phi Omega Organization.

653. Accept a gift of one RCA 24-inch television set, valued at \$283.95, from the Horn Hall Dormitory Association and authorize the Secretary to write a letter of appreciation for the Board to the Association. This set is to remain in Horn Hall permanently.

654. Accept a gift of a 55 Volume set of MARTIN LUTHER'S WORK in translation from the Christ Lutheran Church and Redeemer Lutheran Church of Lubbock, Texas and authorize the Secretary to write a letter of appreciation for the Board to Reverend Paul G. Elbrecht of Christ Lutheran Church, 4212 46th Street, Lubbock, Texas, and to Reverend Orville A. Buntrock, Redeemer Lutheran Church, 2221 Avenue W, Lubbock, Texas. The estimated value of the set is \$255.00.

655. Accept a gift of one RCA, 24-inch television set, valued at \$283.95, from the Drane Hall residents and authorize the Secretary to write a letter of appreciation for the Board to the Drane Hall residents. The set is to remain in Drane Hall.

Fellowships

656. Approve the establishment of the "Jonnie McCrery Michie Graduate Fellowship" in Foods and Nutrition. Mrs. Jonnie McCrery Michie, Professor of Foods and Nutrition, Emeritus has contributed \$350.00 for a Graduate Fellowship in the Department of Foods and Nutrition, effective with the 1956-1957 long session. The proposed copy for the 31st Catalog is given below:

JONNIE MCCRERY MICHIE GRADUATE FELLOWSHIP IN FOODS AND NUTRITION

Professor Jonnie McCrery Michie, Head of the Department of Foods and Nutrition from the opening of the College in 1925 to her retirement, and now Professor Emeritus, has made available a fellowship of \$350.00 for graduate students in Foods and Nutrition. Applications should be addressed to the Head of the Department of Foods and Nutrition.

657. Approve the establishment of the "James Newton Michie Graduate Fellowship" in Mathematics. Mr. James Newton Michie, Professor of Mathematics, Emeritus has contributed \$350.00 for a Graduate Fellowship in the Department of Mathematics, effective with the 1956-1957 long session. The proposed copy for the 31st Catalog is given below:

Fellowship (continued)JAMES NEWTON MICHIE GRADUATE FELLOWSHIP IN MATHEMATICS

Professor James Newton Michie, Head of the Department of Mathematics from the opening of the College in 1925 to his retirement, and now Professor Emeritus, has made available a fellowship of \$350.00 for graduate students in Mathematics. Applications should be addressed to the Head of the Department of Mathematics.

658. Approve the establishment of the "Lubbock Auto Company Graduate Fellowship." Mr. Harry Morris of the Lubbock Auto Company has contributed \$1,000.00 for this Graduate Fellowship. The proposed copy for the 31st Catalog is given below:

LUBBOCK AUTO COMPANY GRADUATE FELLOWSHIP

Through the generosity of Mr. Harry Morris of the Lubbock Auto Company, this organization has provided a fellowship of \$1,000.00 a year for a student working toward the Doctor's degree. Applications should be addressed to the head of the student's major department. These fellowships are restricted to students who have already completed a considerable amount of their doctoral study.

Scholarships (West Texas and Eastern New Mexico Cotton Ginners Scholarships)

659. Approve the establishment of the "West Texas and Eastern New Mexico Cotton Ginners Scholarships." The proposed announcement for the 31st Catalog is given below:

WEST TEXAS AND EASTERN NEW MEXICO COTTON GINNERS SCHOLARSHIPS

The Bigham Gin Supply Company and The Anderson and Bigham Sheet Metal Works have established four \$300.00 scholarships for agronomy students. Applicants must be from the West Texas and Eastern New Mexico area. They must have participated in the growing of cotton in this area and must be presently engaged in study of improved cotton production. Scholarships will be available for one freshman, one sophomore, one junior, and one senior each year. Grants are renewable provided standards of scholarship are maintained. Freshmen must be recommended by a vocational agriculture teacher and a ginner. They must make a 1.50 grade point average to be eligible for consideration for a sophomore scholarship. Applicants for a junior and senior grants must maintain a 2.00 grade point average. Applications should be addressed to the Head of the Agronomy Department prior to July 1 of each year.

Scholarship (D. D. Payne)

660. Approve the establishment of the "D. D. Payne Scholarship." The proposed announcement for the 31st Catalog is given below:

D. D. PAYNE SCHOLARSHIP

D. D. Payne has donated an annual scholarship of \$200.00 to be awarded to a student from the Texas Panhandle. Freshmen applicants must have graduated in the upper quartile of their high school class. Sophomores and upperclassmen must have a 2.00 grade point average. Applications should be addressed to the Chairman of the Committee on Scholarships and Awards.

Scholarship (Lubbock Mortgage Bankers Association)

661. Approve the establishment of the "Lubbock Mortgage Bankers Association Scholarship." The Lubbock Mortgage Bankers Association has contributed \$50.00 for a Scholarship to be given to a Junior or Senior student majoring in Finance, effective with the 1956 Spring Semester. The proposed announcement for the 31st Catalog is given below:

LUBBOCK MORTGAGE BANKERS ASSOCIATION

The Lubbock Mortgage Bankers Association has created a scholarship fund to encourage the study of financing in general and mortgage financing in particular. The current stipend is \$50.00 per year and is limited to Junior and Senior students majoring in Finance. For further information, contact the Head of the Department of Accounting and Finance.

Scholarship (J. W. Gordon, Jr., Scholarship)

662. Approve the establishment of the "J. W. Gordon, Jr., Scholarship." The proposed announcement for the 31st Catalog is given below:

J. W. GORDON, JR., SCHOLARSHIP

An annual scholarship of \$200.00 has been donated by J. W. Gordon, Jr., to be made available without restriction as to major. Freshmen applicants must have graduated in the upper quartile of their high school class. Sophomore, Junior or Senior applicants must have a 2.00 grade point average. Applications should be addressed to the Chairman of the Committee on Scholarships and Awards.

Student Activity Fee

663. Approve the following allocation of the \$8.00 non-compulsory Student Activity Fee for 1956 Spring Semester: Athletics, \$2.00; Artists Course, \$1.00; Student Council, \$4.00; and the Band, \$1.00. This applies to those students paying for the first time the Student Activity Fee for the fiscal year, 1955-56. (Re: Item No. 1677 (2), Board Minutes of August 20, 1955).

Out-of-State Leaves: I recommend your approval of the following out-of-State Leaves without loss of pay by the staff members listed below:

664. Grant permission to Mrs. Vivian J. Adams, Professor and Head Department of Home Economics Education, to go to Memphis, Tennessee, February 19-25, 1956, to participate in the Southern Regional Home Economics Education Conference for Home Economics Teacher-Trainers; expenses to be paid from Department of Home Economics Education Maintenance, Equipment and Travel Account.

665. Grant permission to Dr. John R. Bradford, Dean of Engineering, to go to Buffalo, New York, February 24-March 2, 1956, to attend a meeting of the Radio-Active Isotopes Advisory Committee of the American Society for Testing Materials, and to interview applicants for the Head of the Department of Industrial Engineering and Engineering Drawing, Division of Engineering; expenses to be paid from Office of the Dean of the Division of Engineering Maintenance, Equipment and Travel Account.

666. Grant permission to Mr. C. V. Bullen, Professor and Head Department of Electrical Engineering, to go to Baton Rouge, Louisiana, January 9-11, 1956, to serve on ECPD Inspection Committee which will visit Louisiana State University on January 9-10, 1956, at no expense to the College.

667. Grant permission to Mr. W. P. Clement, Registrar and Director of Admissions, to go to Detroit, Michigan, April 16-20, 1956, to attend the annual meeting of the American Association of College Registrars; expenses to be paid from Office of the Registrar Maintenance, Equipment and Travel Account.

668. Grant permission to Mr. W. C. Cole, Manager of the Texas Tech Bookstore, to go to Boston, Massachusetts, April 13-21, 1956, to attend the Annual Meeting of the National Association of College Bookstores; expenses to be paid from Texas Tech Bookstore Maintenance, Equipment and Travel Account.

669. Grant permission to Dr. J. William Davis, Professor and Head Department of Government, to go to Los Angeles, California, January 8-19, 1956, to attend the National Collegiate Athletic Association Meeting (as Faculty Representative); expenses to be paid from Intercollegiate Athletic Funds.

670. Grant permission to Mr. Leslie E. Davis, Assistant Professor of Speech, to go to Ada, Oklahoma, November 30-December 3, 1955, to accompany Texas Tech students participating in intercollegiate events in East Central State College Forensic Tournament; expenses to be paid from Forensic Activities Funds.

671. Grant permission to Mr. Jack J. Delaney, Order Librarian, to go to Chicago, Illinois, January 30, 1955 to February 4, 1956, to attend a meeting of the American Library Association and Public Relations Committee of the American Library Association, at no expense to the College.

672. Grant permission to Dr. George O. Elle, Assistant Dean of Agriculture, to go to Portales, New Mexico, January 20, 1956, to study sweet potato marketing problems in that area, at no expense to the College.

Out-of-State Leaves:

673. Grant permission to Mr. Raymond K. Flege, Associate Director of Textile Research Laboratories, to go to Pinehurst, North Carolina, February 14-19, 1956, to attend a Cotton Research Clinic sponsored by the National Cotton Council; expenses to be paid from Textile Research Laboratory (Reimbursable by Committee) Funds.
674. Grant permission to Dr. G. E. Giesecke, Academic Vice President, to go to Chicago, Illinois, to attend the Eleventh Annual National Conference on Higher Education, and to interview prospective candidates for faculty positions in the states of Illinois, Michigan, Iowa, Wisconsin, Indiana, and New York, March 1-13, 1956; expenses to be paid from Office of the President, Maintenance, Equipment and Travel Account.
675. Grant permission to Dr. W. C. Holden, Director of the Museum, to go to Reynosa, Mexico, January 2-6, 1956, to meet Dr. and Mrs. Juakin Fregoso and make transcriptions of a collection of documents which they will bring from Mexico City. The documents are needed in a research project which Dr. Holden is now doing; at no expense to the College.
676. Grant permission to Mrs. W. C. Holden to go to the Natural History Museums in Chicago, Detroit, Pittsburg, New York and St. Louis for the purpose of getting details and exchanges for planning and completing the Natural History Gallery in the Museum, January 22, 1956 through February 5, 1956; expenses to be paid from the Natural History Gallery Fund.
677. Grant permission to Mr. Charles E. Houston, Associate Professor of Electrical Engineering, to go to Oklahoma City, Oklahoma, February 8-12, 1956, to attend the 8th Southwestern Regional Conference of the Institute of Radio Engineers, at no expense to the College.
678. Grant permission to Mr. R. C. Janeway, Librarian, to go to Chicago, Illinois, January 30, 1956 to February 4, 1956, to attend the Midwinter Conference of the American Library Association; to discuss with dealers the problems of locating materials needed by the Library; and to interview possible candidates for the Library staff; expenses to be paid from the Library Maintenance, Equipment and Travel Account.
679. Grant permission to Mr. Lester S. Levy, Assistant Professor of Economics, to go to Irvington, New Jersey, December 19-20, 1955, to contact a member of his Graduate Committee to discuss the final draft of his Ph.D. dissertation, at no expense to the College.
680. Grant permission to Dr. Samuel N. Little, Assistant Professor of Agronomy, to go to Kansas City, Missouri, December 5-8, 1955, to attend the annual meeting of the Anhydrous Ammonia Institute; expenses to be paid from Nitrogen Fertilizer Research (Agronomy) Funds.
681. Grant permission to Mr. Robert L. Mason, Director and Engineer, Building Maintenance and Utilities, to go to Treasure Island, San Francisco, California, January 3, 1956 through January 16, 1956 to take annual Naval Training duty, without loss of pay. This is in keeping with Article 5769b-1, Revised Civil Statutes, (H.B. No. 761, Fifty-third Legislature, 1953). This is the annual training duty that is required of Naval Officers who are active in the U. S. Naval Reserve.
682. Grant permission to Mr. J. H. Millikin, Director of Extension, to go to Madison, Wisconsin, May 11-21, 1956, to attend the Annual Meeting of the National University Extension Association; expenses to be paid from Division of Extension Maintenance, Equipment and Travel Account.
683. Grant permission to Dr. W. M. Pearce, Professor and Head Department of History, Anthropology and Sociology, to go to Denver, Colorado, December 16-18, 1955, to attend a meeting of the Advisory Committee of Western Range Cattle Industry Study, at no expense to the College.
684. Grant permission to Mr. Billy K. Power, Instructor and Research Principal, Textile Research Laboratories, to go to Charlottesville, Virginia, February 12-14, 1956, to attend the meeting of the American Society for Quality Control; and the Research Clinic of the National Cotton Council at Pinehurst, North Carolina, February 15-17, 1956; expenses to be paid from Textile Research Laboratory (reimbursable by Committee) Funds.

Out-of-State Leaves:

685. Grant permission to Mr. Arne Randall, Professor and Head Department of Applied Arts, to go to State College, Pennsylvania, March 27-April 1, 1956, to attend the Committee on Art Education Conference under the joint auspices of the Museum of Modern Art, New York, N. Y., and the University of Pennsylvania at State College, Pennsylvania; expenses to be paid from the Department of Applied Arts Maintenance, Equipment and Travel Account.

686. Grant permission to Mr. Robert G. Rekers, Assistant Professor of Chemistry and Chemical Engineering, to attend "Symposium on Modern Methods of Analytical Chemistry," to be held at Louisiana State University, Baton Rouge, Louisiana, January 30 to February 2, 1956, to obtain information on latest analytical methods for use in preparing course work at Texas Tech. Expenses to be paid from the Department of Chemistry and Chemical Engineering Maintenance, Equipment and Travel Account.

687. Grant permission to Mr. Ira Julius Schantz, Instructor in Music, to go to Goodwell, Oklahoma, March 22-23, 1956, to act as judge for Panhandle District music contests at Panhandle A. & M. College, at no expense to the College.

688. Grant permission to Mr. Ira Julius Schantz, Instructor in Music, to go to New York, New York, April 30-May 5, 1956, to be featured tenor soloist with the Cantata Singers in a performance of the J. S. Bach "St. John Passion", at no expense to the College.

689. Grant permission to Mr. William D. Scott, Director of the Student Union, to attend the National Conference of the Association of College Unions and to select personnel for the Union staff; expenses to be paid from the Student Union, Maintenance, Equipment and Travel Account.

690. Grant permission to Dr. Roy T. Shaw, Jr., Professor and Head Department of Marketing, to go to New York, New York, December 26-30, 1955, to attend meetings of the American Marketing Association; expenses to be paid from Department of Marketing Maintenance, Equipment and Travel Account.

691. Grant permission to Dr. Roy T. Shaw, Jr., Professor and Head Department of Marketing, to go to Provo, Utah, January 20-21, 1956, to confer with co-author and publisher of textbook now under contract, at no expense to the College.

692. Grant permission to Mr. H. A. Spuhler, Associate Professor of Electrical Engineering, to go to Champaign, Illinois, December 14-19, 1955, to interview Dr. Paul Coleman at the University of Illinois concerning a position as research associate at the University during the period in which Mr. Spuhler will be finishing work for the Ph.D., at no expense to the College.

693. Grant permission to Mr. H. A. Spuhler, Associate Professor of Electrical Engineering, to go to Oklahoma City, Oklahoma, February 8-13, 1956, to attend a meeting of the Regional Committee on Education for Region Six of the Institute of Radio Engineers; expenses to be paid from Department of Electrical Engineering Maintenance, Equipment and Travel Account.

694. Grant permission to Dr. Per G. Stensland, Professor of Education and Head of Adult Education Program, to go to Rancho Santa Fe, California, January 4-9, 1956, to attend a conference of directors for the Test Cities and Test Region Project called by the Fund for Adult Education, at no expense to the College.

695. Grant permission to Dr. Per G. Stensland, Professor of Education and Head of Adult Education Program, to go to Washington, D. C., January 10-13, 1956, to attend an Adult Education Association session to plan a study of State and Local Operations of the AEA, at no expense to the College.

696. Grant permission to Dr. Donald J. Tate, Head of the Department of Business Education and Secretarial Administration, to go to St. Louis, Missouri, January 11-13, 1956, to confer with the President of Simmons College, at no expense to the College.

697. Grant permission to Dr. Donald J. Tate, Professor and Head Department of Business Education and Secretarial Administration, to go to Chicago, Illinois, February 14-19, 1956, to attend a meeting of the National Association of Business Teacher Training Institutions; expenses to be paid from Department of Business Education and Secretarial Administration Maintenance, Equipment and Travel Account.

Out-of-State Leaves:

698. Grant permission to Dr. Willa Vaughn Tinsley, Dean of the Division of Home Economics, to go to Memphis, Tennessee, February 20-25, 1956, to participate in the biennial Southern Regional Conference for Home Economics Education Workers called by the United States Office of Education; expenses to be paid from Office of the Dean of Home Economics Maintenance, Equipment and Travel Account.

699. Grant permission to Miss Mary Jeanne van Appledorn, Assistant Professor of Music, to go to New York City, New York, March 29, 1956 through April 1, 1956, to present an original composition "Set of Five" for piano to the Composers Group of New York which is a National Organization; expenses to be paid from the Department of Music Maintenance, Equipment and Travel Account.

700. Grant permission to Dr. Morris S. Wallace, Professor and Head Department of Education, to go to Washington, D. C., December 28-31, 1955, to meet with the President's Committee on the White House Conference on Education, at no expense to the College.

701. Grant permission to Dr. Morris S. Wallace, Professor and Head Department of Education, to go to Washington, D. C., January 16-18, 1956, to attend the President's Committee on White House Conference on Education, at no expense to the College.

702. Grant permission to Mr. Ira L. Williams, Professor and Head Department of Agricultural Engineering, to go to Chicago, Illinois, December 10-15, 1955, to attend the Annual Winter Meeting of the American Society of Agricultural Engineers; expenses to be paid from Department of Agricultural Engineering Maintenance, Equipment and Travel Account.

703. Grant permission to Dr. A. W. Young, Professor and Head Department of Agronomy, to go to Chicago, Illinois, February 18-22, 1956, to attend a meeting of the Executive Committee of the International Crop Improvement Association, at no expense to the College.

Spectrometric Research

704. Appropriate from the Unappropriated Balance, the sum of \$13,107.69 to the Spectrometric Research Account; to pay the purchase price plus freight on a Mass Spectrometer for the Department of Chemistry; payment to be made from the August 31, 1951 balances which will be reimbursed by funds donated for the purchases of the Mass Spectrometer, estimated to be approximately \$6,000.00.

Respectfully submitted,

E. N. Jones
President

ENJ:m

STATE OF TEXAS

COUNTY OF LUBBOCK

THIS AGREEMENT made the 21st of December, 1955 by and between the Board of Directors, Texas Technological College, Lubbock, Texas, acting herein by and through Charles C. Thompson, Colorado City, Mitchell County, Texas, Chairman of the Board of Directors, hereinafter called the Owner, and Elliott Taylor, Lubbock, Lubbock County, Texas, hereinafter called the Contractor.

WITNESSETH, that the Owner and the Contractor for the considerations hereinafter named agree as follows:

ARTICLE 1. SCOPE OF THE WORK - The Contractor shall furnish all the materials, equipment, and engineering services and shall perform all the work for the resurfacing of basketball and tennis courts as shown on the drawings and described in the specifications and as noted in the Notice to Bidders form prepared by the Office of the Landscape Architect, Texas Technological College; all in accordance with the contract document.

ARTICLE 2. The "Specifications and Contract Documents for Resurfacing of Basketball and Tennis Courts" with Notice to Bidders and Proposal No. 1 giving construction details are all a part of this contract.

ARTICLE 3. CONTRACT SUM - The Owner shall pay to the Contractor for the full performance of the Contract the sum of \$8,350.00.

IN WITNESS WHEREOF, they have executed this agreement the day and year first above written.

ATTEST:

BOARD OF DIRECTORS
TEXAS TECHNOLOGICAL COLLEGE

(Sgd) J. Roy Wells
Secretary

By: (Sgd) Charles C. Thompson
Chairman of its Board of
Directors

By: (Sgd) Elliott Taylor
Contractor

DEPARTMENT OF THE ARMY

PANTEX ORDNANCE PLANT

P. O. BOX 1887

AMARILLO, TEXAS

Board Minutes
February 11, 1956
Attachment No. 3
Item No. 710

23 January 1956

Texas Technological College
Lubbock, Texas

Attention: Mr. M. L. Pennington, Comptroller

Dear Mr. Pennington:

With reference to Deed, Land Lease, and Service Agreement, all executed on 19 August 1955, it is believed desirable to execute a letter of understanding relative to maintenance of water, sewer and gas pipe lines and railroad tracks. The following suggested operating agreements are submitted for your consideration and approval:

1. Maintenance of water, sewer and gas pipe lines and railroad tracks in and on property owned by Texas Technological College and property at Pantex Village shall be a responsibility of the College and shall be accomplished by the College at its expense. However, that portion of the College property under lease and easement to the Government as described in Appendix A of Land Lease dated 19 August 1955, is an exception to the above.

2. The maintenance of water, sewer, and gas lines and railroad tracks within Pantex Ordnance Plant proper and on property leased or under easement from Texas Technological College, as described in Appendix A of Land Lease, shall be a responsibility of the Government.

3. In the event a failure occurs in the systems, as described in paragraph 1 above, which necessitates repair to provide continued use and protection for Government property, Texas Technological College agrees to make immediate necessary repairs. If the failure is not immediately repaired by the College, the Government, its agents or contractors, shall have the right to enter and make such repairs and/or shut off the utilities. The Government will be reimbursed for the actual cost of making such repairs by Texas Technological College.

4. This operating agreement is in addition to and does not abrogate the conditions set forth in the Deed, Lease, and Service Agreement executed on 19 August 1955 by the Texas Technological College and the United States Government.

The above conditions are accepted by the undersigned for and in behalf of the Government. If the conditions are acceptable to Texas Technological College, it is requested that it be indicated by signature below. This letter is forwarded in quintuplicate, with the request that, if acceptable, three (3) signed copies be returned to this office.

Sincerely,

(Sgd.) Francis H. Wilson, Jr.

FRANCIS H. WILSON, JR.
Major, Ord Corps
Commanding

APPROVED AND ACCEPTED:

Texas Technological College

By (Sgd.) M. L. Pennington
M. L. Pennington, Comptroller

Date February 11, 1956

DEPARTMENT OF THE ARMY

PANTEX ORDNANCE PLANT

P. O. BOX 1887

AMARILLO, TEXAS

23 January 1956

Texas Technological College
Lubbock, Texas

Attention: Mr. M. L. Pennington, Comptroller

Dear Mr. Pennington:

Mr. D. H. Percival of this office and Mr. J. P. Smith, Manager, Pantech Farms, have discussed matters relative to moving and erecting the new boundary fence, as covered by the service agreement executed 19 August 1955, between the Government and Texas Technological College.

In accordance with the service agreement, additional material needed to construct the new boundary fence will be furnished by the Government. The moving of the old boundary fence, including two cattleguards and one gate, and erection of the entire new boundary fence including two cattleguards and three gates, between College and Government property will be accomplished by the College at College expense.

Material will be required for two additional gates along the new boundary fence. The entrance gate near Zone 10 is required by the Government and will be purchased by the Government. The entrance gate leading to Zone 8 is required by the College and will be purchased by the College. Title to the boundary fence will be vested in the Government.

The above agreement is accepted by the undersigned as a representative of the Government. If this agreement is acceptable to your College, it is requested that you indicate your acceptance of the above agreement by signature below. This letter is forwarded in quintuplicate with the request that three (3) signed copies be returned to this office:

Sincerely,

(Sgd.) Francis H. Wilson, Jr.

FRANCIS H. WILSON, JR.
Major, Ord Corps
Commanding

APPROVED AND ACCEPTED:

Texas Technological College

By (Sgd.) M. L. Pennington
M. L. Pennington, Comptroller

Date February 11, 1956

TEXAS TECHNOLOGICAL COLLEGE, LUBBOCK, TEXAS

REPORT ON SMALL CLASSES, SPRING SEMESTER, 1956
At the Close of the 12th Class Day (February 13, 1956)

Reported by Course Number, Description, Enrollment and Justification

CODE AND JUSTIFICATIONS FOR SMALL CLASSES

Code

1. This is a required course for graduating seniors now enrolled.
2. The retention of this course will enable the Department to keep a minimum program in this field.
3. This is a technical course for junior and senior students. The course is necessary for the students to complete degree requirements and will be offered only one time during the school year.
4. This is a required course for majors in this field and should be completed this semester to keep the proper sequence in courses.
5. This is a required course for seniors and/or graduate students in this field and will be offered only one time during the school year.
6. This is a required course and the limited laboratory equipment will not permit scheduling more than 12 to 15 students in one section. The other laboratory sections of this course have an enrollment of 12 students or more and are filled to capacity.

ORGANIZED CLASSES ONLY

Course and Section Number	Course Title	Enrollment			Justification Code
		U	G	T	

DIVISION OF AGRICULTURE

Agricultural Engineering

411-1	Seminar	8	0	8	1
437-1	Design of Farm Irrigation Systems	9	0	9	1
438-1	Structural Design of Farm Buildings	5	0	5	5

Agronomy

333-1	Range Plants	6	1	7	5
410-2	Seminar	9	0	9	1
425-1	Seed Technology	8	0	8	1
432	Advanced Range Management	5	0	5	5

Animal Husbandry

438-1	Range Livestock Production	9	0	9	3
P.H. 431-1	Poultry Production	9	0	9	1

Dairy Industry

314-A	Advanced Dairy Products Judging	9	0	9	3
411-1	Dairy Seminar	7	0	7	3
433-1-A	Ice Cream Making	8	0	8	5
422-1	Condensed and Powdered Milk	7	0	7	5
435-1-A	Dairy and Food Inspection	9	0	9	5

ORGANIZED CLASSES ONLY

Course and Section Number	Course Title	Enrollment			Justification Code
		U	G	T	

DIVISION OF AGRICULTURE

Horticulture and Park ManagementHorticulture

337-1	Landscape Design	7	0	7	1
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Entomology

323-1	Horticultural Pests	9	0	9	3
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DIVISION OF ARTS AND SCIENCES

Anthropology

334	Races, Peoples and Languages of North America	4	4	8	4
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Biology

332-1	Teaching of Biology	8	1	9	1
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411-1	Biology Seminar	8	0	8	1
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Botany

431-A	Botanical Microtechnique	2	1	3	5
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436-1	Plant Geography	8	0	8	5
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Chemistry and Chemical Engineering

412-2	Chemical Literature and Seminar	9	0	9	1
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430-1	Chemical Engineering Plant Design	9	0	9	5
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432-1	Process Development	9	0	9	3 & 5
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437-1	Biological Chemistry	7	1	8	1
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5327-1	Physical Organic Chemistry	0	2	2	5
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Foreign LanguagesSpanish

4317-1	A Survey of Spanish Literature	4	2	6	1
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Geology

436-1	Micropaleontology	4	1	5	1
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4318-1	Geophysical Methods. Seismic and Electrical	5	2	7	1
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536-1	Advanced Work in Specific Fields	2	2	4	5
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Health and Physical Education and Recreation

431-1	Kinesiology	5	0	5	1
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Journalism

333-1	Problems of the Community Newspaper	8	0	8	2
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3311-1	Agricultural and Home Economics Journalism	7	0	7	2
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435-1	Newspaper Advertising Problems and Methods	8	0	8	1
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ORGANIZED CLASSES ONLY

Course and Section Number	Course Title	Enrollment			Justification Code
		U	G	T	

DIVISION OF ARTS AND SCIENCES

Mathematics

5313-1	Functions of a Complex Variable	0	3	3	5
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MusicMusic Education

336-1	Secondary Instruments and Methods	9	0	9	4
4335-1	Music for Children	0	9	9	1

Psychology

432	Personnel Testing	9	0	9	1
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Speech

312-A	Radio Speech for Agriculture and Home Economics	5	0	5	2
334-1	Stagecraft	4	0	4	2
434-1	Principles of Audiometry	6	1	7	4
4318-1	Introduction to Speech Correction	5	0	5	3

DIVISION OF ENGINEERING

Architecture and Allied ArtsAllied Arts

126-A	Introduction to Lettering	9	0	9	6
336-1	History of Art	9	0	9	1
3312-1	Principles of Drawing and Paint- ing and Theory of Design	8	0	8	1

Architecture

327-B	Life Drawing	8	0	8	1
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Petroleum Engineering

413-A	Natural Gas Laboratory	6	0	6	6
435-1	Advanced Natural Gas Engineering	5	0	5	6

Textile Engineering

230-1	Yarn Manufacturing	5	0	5	2
332-1	Yarn Preparation	4	0	4	3
334-1	Textile Dyeing	3	0	3	3
336-1	Fabric Design and Weaving	2	0	2	3
430-1-A	Manufacturing Process Control	6	0	6	3 & 5
438-1	Mill Organization	4	0	4	3 & 5

DIVISION OF HOME ECONOMICS

Clothing and Textiles

436-1	Advanced Pattern Design	6	1	7	1
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ORGANIZED CLASSES ONLY

Course and Section Number	Course Title	Enrollment			Justification Code
		U	G	T	

DIVISION OF HOME ECONOMICS

Food and Nutrition

438-1	Institutional Organization and Administration	6	1	7	5
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Home Economics Education

537-1	Techniques of Supervision in Home Economics	0	3	3	5
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COMMITTEES OF THE BOARD OF DIRECTORS

OFFICERS

Mr. Charles C. Thompson, Chairman

Mr. Winfield D. Watkins, Vice Chairman

Mr. J. Roy Wells, Secretary

STANDING COMMITTEES

Building - Moore, Benson, Haley

Executive - Watkins, Linebery, Thompson

Finance - Benson, Orme, Watkins

Legislative - Abbott, Francis, Haley

Public Relations - Orme, Abbott, Linebery

SPECIAL COMMITTEES

Agriculture - Linebery, Haley, Abbott

Athletics - Watkins, Abbott, Benson

Local Affairs - Benson, Francis, Moore

Minerals - Moore, Francis, Orme

PanTech - Haley, Linebery, Moore

Textiles - Francis, Orme, Watkins

CURRICULAR STUDY COMMITTEE

(Authorized by action Board of Directors,
April 2, 1955)

Charles C. Thompson

J. Evetts Haley

Fred H. Moore

For the purpose of opening, constructing and maintaining a permanent highway in, along, upon and across said premises, with the right and privilege at all times of the grantee herein, his or its agents, employees, workmen and representatives having ingress, egress, and regress in, along, upon and across said premises for the purpose of making additions to, improvements on and repairs to the said highway, or any part thereof.

It is specifically understood that the State and its assigns shall be vested with the title to and the right to take and use, without additional compensation, any stone, earth, gravel, caliche or any other materials or minerals upon, in and under said land, except oil, gas and sulphur, for the construction and maintenance of the Highway System of Texas.

And it is further agreed that Lubbock County in consideration of the benefits above set out, will remove from the property above described such fences, buildings and other obstructions as may be found upon said premises.

TO HAVE AND TO HOLD unto the said State of Texas as aforesaid for the purposes aforesaid the premises above described.

Witness My hand , this the 15 day of February, AD. 1956.

(Sgd.) Charles C. Thompson
Charles C. Thompson, Chairman
Board of Directors

SINGLE ACKNOWLEDGMENT

THE STATE OF TEXAS |

County of Mitchell |

Before me, , a notary public in and for said County and State, on this day personally appeared Charles C. Thompson Chairman, Board of Directors , known to me (or proved to Texas Technological College me on the oath of , a credible witness) to be the person whose name is subscribed to the foregoing instrument and acknowledge to me that he executed the same for the purposes and consideration therein expressed, and in the capacities therein stated.

Given under my hand and seal of office, this the 15 day of February 1956.

Wayne Shawn

Notary Public in and for Mitchell County, Texas

Texas Technological College

Lubbock, Texas

February 10, 1956

Office of the Vice President and Comptroller

Lubbock Wrecker Service
College and Erskine
Lubbock, Texas

Gentlemen:

Texas Technological College is interested in securing Tow-Away Service in order to enforce the traffic regulations on the campus. You are invited to bid under the following conditions:

1. You will assume full legal responsibility for all damage to car and contents and loss while in your possession. (please include statement of how responsibility will be assured)
2. The car will not be released to the owner without proof of ownership.
3. The College will be notified of the name and address of the claimant of the car.
4. The College will designate one person to request the Tow-Away Service.
5. The cost of the Tow-Away Service will be collected by you from the car owner.
6. The College will be held free of any damage or loss while the car is in possession of the Tow-Away Company.
7. A contract will be made for a 12 months' period.
8. The Tow-Away Service is to be available on a 24-hour basis.

Very truly yours,

(Sgd.) M. L. Pennington

M. L. Pennington
Vice President
and Comptroller

MLP/jt

In keeping with the above stipulations we bid for each tow-away the sum of \$2.50 per wrecker fee and 50¢ per day storage.

FIRM Lubbock Wrecker Service

SIGNED (Sgd.) Hubert Wilhite

TITLE Co-owner

DATE February 11, 1956

P. O. BOX 5471

PHONE PO 5-5764

LUBBOCK WRECKER SERVICE
North College Avenue at Erskine
"24-Hour Service"

Lubbock, Texas
February 11, 1956

Mr. M. L. Pennington
Vice President and Comptroller
Texas Technological College
Lubbock, Texas

Dear Mr. Pennington:

In reference to your letter of February 10 regarding Tow-Away Service for the campus, we will be willing to meet all the conditions except under No. 1, "contents and loss while in your possession". We will be responsible for the car and equipment on the car, but can not be responsible for personal possessions left in the car; because false claims could be made by someone whose car was taken.

The Tow-Away charge will be \$2.50 and there will be 50¢ per day storage.

Yours very truly,

(Sgd.) Hubert Wilhite

LUBBOCK WRECKER SERVICE