

TEXAS TECHNOLOGICAL COLLEGE

LUBBOCK, TEXAS

MINUTES OF BOARD OF DIRECTORS MEETINGS

1964 - 1965

VOLUME I

MINUTES OF
BOARD OF DIRECTORS MEETING
DECEMBER 12, 1964

Lubbock, Texas
December 12, 1964

145. The Board of Directors of Texas Technological College met in regular session in the Office of the President on Saturday, December 12, 1964, at 9:30 a.m. The following Directors were present: Chairman Armstrong, Vice Chairman McLaughlin, Mr. Allen, Mr. Allison, Mr. DeBusk, Mr. Furr, Mr. Mathews, and Mr. Smith. Mr. Hinn attended the committee meetings on Friday but was unable to attend the meeting on Saturday. He left late Friday evening for New York City. In addition, President Goodwin, Vice President for Business Affairs Pennington, Vice President for Academic Affairs Pearce, and Secretary Wells were present.

146. Upon motion made by Mr. Mathews, seconded by Mr. Allison, the Board by a unanimous vote approved the Minutes of the Board meeting on October 24, 1964.

147. Upon motion made by Mr. Allison, seconded by Mr. Mathews, the Board by a unanimous vote approved the Agenda under the date of December 3, 1964. A copy of the approved Agenda is attached and made a part of the Minutes. (Items No. 105 through No. 144, Attachment No. 1; and Items No. 2542 through No. 2832, Attachment No. 1A.)

148. Mr. Polk Robison, Director and Business Manager of Athletics, gave an informational report on the Department of Intercollegiate Athletics.

149. Mr. McLaughlin gave a brief report on the meeting of the Academic Programs Committee of the Board. He reported that a request for a Medical School and a Dental School had been filed with the Texas Commission on Higher Education.

Mr. Allison reported that the President had been requested to start a search for a Dean for the future School of Law at Texas Technological College.

150. Upon motion made by Mr. Allison, seconded by Mr. Furr, the Board by a unanimous vote approved the purchase of \$30,000.00 principal amount of Texas Technological College Constitutional Tax Bond Series 1958, 2%, due July 1, 1968, from Rowles, Winston and Company, through the Bankers Trust Company of New York as paying agent, at a price of \$98.49 plus accrued interest to December 22, 1964. Payment will be made from the Bond Retirement Fund in the State Treasury from funds accumulated in excess of requirements for other outstanding bonds and notes.

151. The Campus and Building Committee met on Friday, December 11, 1964, at 7:30 p.m. in the Office of the President to consider the recommendations of the Campus Planning Committee and to formulate recommendations to be made to the Board on Saturday, December 12, 1964. The next eight items, No. 152 through No. 159, will record the official action of the Board following the recommendations of the Campus and Building Committee.

152. Upon motion made by Mr. Allen, seconded by Mr. Smith, the Board by a unanimous vote approved a contract with Colonial-Hites Company, 228 Parsons Street, West Columbia, South Carolina, the low bidder, in the amount of \$4,654.19. A copy of a memorandum from Mr. M. L. Pennington, Vice President for Business Affairs, is attached and made a part of the Minutes. Attachment No. 11. A copy of the bid tabulation is attached and made a part of the Minutes. Attachment No. 12. A copy of the contract is attached and made a part of the Minutes. Attachment No. 13.

153. Upon motion made by Mr. Allen, seconded by Mr. Smith, the Board by a unanimous vote approved (1) the site for the proposed Chemical Research Building; (2) approved the plans as presented, with several reservations, and authorized the Campus Planning Committee to make the necessary adjustments for filing an application with the National Science Foundation for matching funds; and (3) authorized Mr. M. L. Pennington, Vice President for Business Affairs, to sign the application for the College.

154. Upon motion made by Mr. Allen, seconded by Mr. Smith, the Board by a unanimous vote approved the site, the floor plans and the elevations for a proposed classroom-office building for Foreign Languages and Mathematics; authorized the filing of an application with the Texas Commission on Higher Education for matching funds; and authorized Mr. M. L. Pennington, Vice President for Business Affairs, to sign the application for the College.

155. Upon motion made by Mr. Allen, seconded by Mr. Smith, the Board by a unanimous vote approved a major housing project for students to be ready on or before September 1, 1967, and authorized the use of West Hall for women's housing effective September, 1965.

The Board requested the Vice President for Business Affairs to check various methods available for financing such a project.

156. Upon motion made by Mr. Allen, seconded by Mr. Allison, the Board by a unanimous vote approved November 10, 1964, as the final acceptance date for the walks, drives and parking lots in the area of the Dormitory and Dining Facilities, Project CH-Tex-150(D), Units B and C, from Frank Hodges, contractor.

157. Upon motion made by Mr. Allen, seconded by Mr. Smith, the Board by a unanimous vote approved the site across the street north of the Methodist Hospital for the proposed Medical School of Texas Technological College.

158. Upon motion made by Mr. Allen, seconded by Mr. Smith, the Board by a unanimous vote approved preliminary plans for the proposed new museum complex and authorized the architects to proceed with the plans for the main museum building and one industrial unit.

159. The Board authorized the Campus Planning Committee to continue its study dealing with parking and the use of ports of entry to the campus and bring recommendations to the Board.

160. Upon motion made by Mr. Mathews, seconded by Mr. Smith, the Board by a unanimous vote adopted a policy with respect to inventions and patents. This statement will be made a part of the official Board Policies. A copy of the statement is attached and made a part of the Minutes. Attachment No. 14.

161. Upon motion made by Mr. Mathews, seconded by Mr. Smith, the Board approved the recommendations of the Special Committee on Board Policies concerning retirement. The approved statement is given below:

"Your committee recommends that the retirement age of all persons on the college roll be upon reaching the age of 65 on or before the first day of September of the new year.

"Upon reaching that age, tenure is dissolved. However, annual appointments at the convenience of the college are permitted.

"These annual appointments may be carried beyond the age of 70 only in isolated cases of exceptional merit and need and with specific Board approval.

"Effective Dates: Your committee appreciates that the above change of reducing the age of retirement five full years at this late date might well bring on some hardships to many who have served this institution over a long period of time, and who perhaps have planned on a retirement upon reaching the age of 70. So therefore, your committee recommends that the retirement age of 65 be effective on the following plan:

On or before September 1, 1965, all those reaching age 69
On or before September 1, 1966, all those reaching age 68
On or before September 1, 1967, all those reaching age 67
On or before September 1, 1968, all those reaching age 66
On or before September 1, 1969, all those reaching age 65"

This statement will be made a part of the official Board Policies.

162. Upon motion made by Mr. DeBusk, seconded by Mr. Smith, the Board, by unanimous vote, authorized the printing of Board Policies.

163. President Goodwin made a brief report on his appearance before the Southern Association in Louisville, Kentucky, on November 30, 1964. He stated that he received a very good hearing, but that it was going to be necessary for the College to give more and more support to the graduate program.

164. Mr. Armstrong reported that the Committee of Governing Boards would meet in Austin on December 16, 1964.

165. The Board adjourned at 11:00 a.m. until the next regular Board meeting on Saturday, February 13, 1965, in the Office of the President, Texas Technological College, Lubbock, Texas.

J. Roy Wells
J. Roy Wells, Secretary

JRW:brf
December 15, 1965

ATTACHMENTS:

1. Agenda, Items No. 105 through No. 144; Item No. 147.
- 1A. Routine Items (No. 2542 through No. 2832); Item No. 147.
2. Contract Revisions; Item No. 113.
3. Contract Revisions, Classified Personnel; Items No. 114.
4. Memorandum of Agreement; Texas Technological College vs. Niagara Chemical Division, FM Corporation; Dr. Ellis W. Huddleston; Item No. 116.
5. Budget; Organized Research Project; Account No. 191-4734; Dr. Thomas E. Bridge; Item No. 115.
6. Letter from Mr. Warren P. Clement; Item No. 2701.
7. Letter from Dr. W. B. Gates and Mrs. Eunice J. Gates; Item No. 2701.
8. Letter from Mr. C. I. "Stoney" Wall; Item No. 2701.
- 8A. Letter from Mr. C. I. "Stoney" Wall; Item No. 2701.
9. Letter from Mr. John T. Wilson, National Science Foundation; Re: Grant No. GE-7297; Dr. Earl D. Camp; Account No. 391-1239; Item No. 107.
10. Gifts through Texas Technological College Foundation; Item No. 118.
11. Memorandum from Mr. M. L. Pennington, Vice President for Business Affairs; Award of Contract for Signs on Various Buildings on the Campus; Item No. 152.
12. Bid Tabulation; the Fabrication and Installation of Building Identification Letters; Item No. 152.
13. Contract; Colonial-Hites Company; the Fabrication and Installation of Building Identification Letters; Item No. 152.
14. Board Policy with Respect to Inventions and Patents; Item No. 160.

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I, J. Roy Wells, the duly appointed and qualified Secretary of the Board of Directors, hereby certify that the above and the foregoing is a true and correct copy of the Minutes of the Texas Technological College Board of Directors Meeting on December 12, 1964.

COLLEGE SEAL

December 15, 1964

J. Roy Wells
J. Roy Wells, Secretary

TEXAS TECHNOLOGICAL COLLEGE
Lubbock, Texas

December 3, 1964

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 the consideration of the Board of Directors at a meeting to be held in Lubbock, Texas, on December 12, 1964:

RECOMMENDED ACTION

1965 Summer School

Business Education and Secretarial Administration

105. Appoint Dr. Irol Whitmore Balsley as Professor of Business Education and Secretarial Administration at a salary of \$2,000.00 for the second term of the 1965 summer session, effective July 12, 1965, through August 21, 1965. (1965 Summer School Budget)

Marketing

106. Appoint Dr. Howard Lloyd Balsley as Professor of Marketing at a salary of \$2,000.00 for the second term of the 1965 summer session, effective July 12, 1965, through August 21, 1965. (1965 Summer School Budget)

Summer Institute in Biology for Secondary School Teachers (Account No. 391-1239)

107. Accept a grant in the amount of \$42,700.00 from the National Science Foundation, Washington, D.C., to support the "Summer Institute in Biology for Secondary School Teachers" for the summer of 1965. This institute is a continuation of the program started several years ago. A copy of the letter from Mr. John T. Wilson, Acting Director, National Science Foundation, is attached and made a part of the Minutes. Attachment No. 9. The budget for the institute will be included in the 1965 Summer School Budget which will be presented to the Board in February, 1965. (Account No. 391-1239; Grant No. GE-7297; Director, Dr. Earl D. Camp; 1965 Summer School.)

* * * * *

1965-66 Budget

Government

108. Appoint Dr. Ralph Gray Jones as a Professor in the Department of Government at a salary of \$12,000.00 for nine months, effective September 16, 1965, through June 15, 1966. (1965-66 Budget)

History

109. Appoint Mr. Otto Millard Nelson as an Assistant Professor of History at a salary of \$7,200.00 for nine months, effective September 16, 1965, through June 15, 1966. (1965-66 Budget; Dr. D. M. Vigness, Head.)

Business Education and Secretarial Administration

110. Appoint Dr. Irol Whitmore Balsley as Professor of Business Education and Secretarial Administration at a salary of \$12,000.00 for nine months, effective September 16, 1965, through June 15, 1966. (1965-66 Budget)

111. Appoint Dr. John Edward Binnion as a Professor in the Department of Business Education and Secretarial Administration at a salary of \$12,000.00 for nine months, effective September 16, 1965, through June 15, 1966. (1965-66 Budget)

Marketing

112. Appoint Dr. Howard Lloyd Balsley as Professor of Marketing at a salary of \$12,000.00 for nine months, effective September 16, 1965, through June 15, 1966. (1965-66 Budget)

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1964-65 Budget

Salary Changes for Non-Classified Personnel

113. Approve salary changes for non-classified personnel as reflected by Attachment No. 2, and approve the appropriation of funds from unappropriated balances, from prior year balances, from current year operations, or any other account approved by the Vice President for Business Affairs and/or the President necessary for funding the salary revisions. A summary of the required funds is given below:

<u>CATEGORY</u>	<u>AMOUNT</u>	<u>SOURCE</u>
General College Administration ----	\$ 3,892.50	Unappropriated Balance
General Institutional Expenses ----	828.75	Unappropriated Balance
Library, All Other Library Expense -	2,587.50	Unappropriated Balance
Southwest Collection (Library) ----	487.50	Unappropriated Balance
Extension and Public Service -----	735.00	Unappropriated Balance
Physical Plant, Administration and General Services -----	1,166.25	Unappropriated Balance
Subtotal -----	<u>\$ 9,697.50</u>	Unappropriated Balance
 Texas Tech College Bookstore -----	\$ 450.00	Unappropriated Balance
Intramural Program for Men -----	465.00	Unappropriated Balance
Intramural Program for Women -----	101.25	Unappropriated Balance
Parking and Traffic Service -----	270.00	Unappropriated Balance
Student Health Service -----	1,473.75	Unappropriated Balance
Student Union -----	300.00	Unappropriated Balance
Texas Tech Press -----	352.50	Unappropriated Balance
Residence Halls -----	1,320.00	Unappropriated Balance
Subtotal -----	<u>\$ 4,732.50</u>	Unappropriated Balance
 Total -----	<u>\$14,430.00</u>	Unappropriated Balance

Salary Changes for Classified Personnel

114. Approve salary changes for classified personnel as reflected by Attachment No. 3 and approve the appropriation of funds from unappropriated balances, from prior year balances, from current year operations or any other account approved by the Vice President for Business Affairs and/or the President necessary for funding the salary revisions. A summary of the required funds is given below:

<u>CATEGORY</u>	<u>AMOUNT</u>	<u>SOURCE</u>
General College Administration ----	\$ 6,510.00	Unappropriated Balance
General Institutional Expenses ----	1,422.00	Unappropriated Balance
Departmental Operating Expenses ---	5,444.12	Unappropriated Balance
Instructional Administration -----	990.00	Unappropriated Balance
Organized Activities -----	560.25	Unappropriated Balance
Library, All Other Library Expense -	1,215.00	Unappropriated Balance
Extension and Public Service -----	562.50	Unappropriated Balance
Physical Plant:		
Administration and General Services -----	3,667.50	Unappropriated Balance
Building Maintenance -----	2,790.00	Unappropriated Balance
Custodial Services -----	4,905.00	Unappropriated Balance
Grounds Maintenance -----	1,305.00	Unappropriated Balance
Utilities (All Other Utilities Expense) -----	945.00	Unappropriated Balance
The Computer Center -----	607.50	Unappropriated Balance
Subtotal, Education and General -----	<u>\$30,923.87</u>	Unappropriated Balance
 Texas Tech College Bookstore -----	\$ 1,035.00	Unappropriated Balance
Central Bad Check Collection -----	135.00	Unappropriated Balance
Intramural Program for Men -----	135.00	Unappropriated Balance
Laundry -----	180.00	Unappropriated Balance
La Ventana -----	67.50	Unappropriated Balance

Salary Changes for Classified Personnel
114. (Continued)

<u>CATEGORY</u>	<u>AMOUNT</u>	<u>SOURCE</u>
Parking and Traffic Service -----	\$ 225.00	Unappropriated Balance
Student Union -----	1,230.00	Unappropriated Balance
Texas Tech Press -----	270.00	Unappropriated Balance
The Toreador -----	67.50	Unappropriated Balance
Residence Halls (Excluding Laundry):		
Office of Room Reservations -----	135.00	Unappropriated Balance
Maintenance -----	1,080.00	Unappropriated Balance
Mail Service -----	85.50	Unappropriated Balance
Telephone Service -----	1,125.00	Unappropriated Balance
Residence Halls Supervision -----	875.00	Unappropriated Balance
Alumni Affairs -----	135.00	Unappropriated Balance
Subtotal, Auxiliary and Agency	<u>\$ 6,780.50</u>	Unappropriated Balance
Total, Education and General, Auxiliary and Agency Fund -----	<u>\$37,704.37</u>	Unappropriated Balance

Organized Research (Account No. 191-4734)

115. Approve a budget in the amount of \$2,617.00 for the Organized Research Project "Physical, Chemical and Structural Studies of the Polymorphic Forms of Calcium Orthosilicate in the Marble Canyon Contact Zone" for the period December 12, 1964, through August 31, 1965. This project will be financed by \$1,721.00 from the unappropriated balance (Organized Research) and by a transfer of \$896.00 from Account No. 191-4000. (Budgeted; Account No. 191-4734; Principal Investigator, Dr. Thomas E. Bridge.)

Organized Research (Account No. 391-1051)

116. Accept a grant-in-aid in the amount of \$500.00 from the Niagara Chemical Division, FMC Corporation, Middleport, New York, to support research of Ethion on grain sorghum. This project is under the supervision of the staff in the Department of Park Administration, Horticulture and Entomology. A copy of the Memorandum of Agreement is attached and made a part of the Minutes. Attachment No. 4.

117. Approve a budget in the amount of \$500.00 for the Organized Research Project "Ethion on Grain Sorghum," effective September 1, 1964, through August 31, 1965. A copy of the budget is attached and made a part of the Minutes. Attachment No. 4A. (Account No. 391-1051; Principal Investigator, Dr. Ellis W. Huddleston.)

Gifts (Texas Technological College Foundation)

118. Accept cash gifts in the amount of \$5,792.66 through the Texas Technological College Foundation. The donor, the purpose of the gift, the amount of the gift, and the account number are listed on Attachment No. 10. The attachment has been made a part of the Minutes.

Gift (Texas Technological College Research Farm)

119. Accept the gift of a Brown Swiss bull from Mr. John S. Maxson, 1415 Fidelity Union Building, Dallas, Texas, to the Texas Technological College Research Farm at Pantex. The estimated value of the bull is approximately \$500.00.

In-State Leaves

I recommend your approval of the following in-state leaves without loss of pay by the staff members listed below:

120. Grant permission to Mr. H. Edsel Buchanan, Director of the Intramural Program for Men, to go to Dallas, Texas, from March 18, 1965, through March 23, 1965, to attend the annual convention of the American Association for Health, Physical Education and Recreation and to read an original research paper entitled "Intramurals - Culminating Activities" before the Intramural Athletic Section; expenses are to be paid from the Intramural Program for Men Maintenance, Equipment and Travel Account.

121. Grant permission to Dr. Ralph M. Durham, Professor and Head of the Department of Animal Husbandry, to go to Dallas, Texas, from February 5, 1965, through February 7, 1965, to read an original research paper entitled

In-State Leaves (Continued)

121. "Let's Bring Livestock Judging Up-to-Date" before a meeting of the Texas Association of Fairs and Expositions; expenses are to be paid from the Department of Animal Husbandry Maintenance, Equipment and Travel Account.

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:

122. Grant permission to Dr. Thomas A. Atchison, Assistant Professor of Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint national meeting of the American Mathematical Society and the Mathematical Association of America, to obtain the latest information available on trends in mathematics and on current research being done for use in planning and improving the research and the graduate instruction at Texas Tech; expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.

123. Grant permission to Dr. Richard E. Berry, Associate Professor of Physics, to go to New York City, New York, from January 26, 1965, through February 1, 1965, to attend the annual meeting of the American Physical Society to read a research paper entitled "Stable Adjustable Coupling Method for Electron Spin Resonance Microwave Cavities" and to secure information for use in research at Texas Technological College; expenses are to be paid from the Department of Physics Maintenance, Equipment and Travel Account.

124. Grant permission to Dr. Thadis W. Box, Professor of Range Management, to go to Las Vegas, Nevada, from February 6, 1965, through February 12, 1965, to participate in the meeting of the Range Education Council; to attend the annual meeting of the American Society of Range Management; to present a paper based upon original research entitled "Trends in Range Management Education" and to represent Texas Technological College before the Range Education Council which will evaluate the Texas Tech curriculum in Range Management; partial expenses are to be paid from the Department of Agronomy and Range Management Maintenance, Equipment and Travel Account.

125. Grant permission to Mr. H. Edsel Buchanan, Director of the Intramural Program for Men, to go to Minneapolis, Minnesota, from January 6, 1965, through January 10, 1965, to read an original research paper entitled "The Relationship of College Intramurals to High School Intramurals" before the national conference of the College Physical Education Association for Men; expenses are to be paid from the Intramural Program for Men Maintenance, Equipment and Travel Account.

126. Grant permission to Mr. H. Edsel Buchanan, Director of Intramural Program for Men, to go to Tallahassee, Florida, from April 28, 1965, through May 2, 1965, to attend the National Conference of the National Intramural Association at Florida State University, to collect material and data pertinent to the organization, administration, and supervision of Intramurals. The material and data collected will be utilized in administering the Texas Tech Intramural Program, and thereby will be of direct benefit to Texas Tech; expenses are to be paid from the Intramural Program for Men Maintenance, Equipment and Travel Account.

127. Grant permission to Mr. Charles L. Burford, Assistant Professor in the Department of Industrial Engineering and Engineering Drawing, to go to Chicago, Illinois, from December 28, 1964, through December 31, 1964, to attend a workshop course in automatically programmed tools, APT language and in N/C technology to secure the latest information available for use in planning the graduate courses in Industrial Engineering at Texas Technological College; expenses are to be paid from the Department of Industrial Engineering and Engineering Drawing Maintenance, Equipment and Travel Account.

128. Grant permission to Dr. Earl D. Camp, Professor and Head of the Department of Biology, to go to Kansas City, Missouri, from December 16, 1964, through December 20, 1964, to attend a meeting of Directors of Summer Institutes to secure recent information concerning the Institutes to be used in planning for and conducting the 1965 Summer Institute for High School Biology Teachers on the campus of Texas Technological College; expenses are to be paid from the 1965 Summer Institute for High School Biology Teachers, Account No. 391-1238.

Out-of-State Leaves (Continued)

129. Grant permission to Dr. Truman Wildes Camp, Professor of English, to go to New York City, New York, from December 25, 1964, through January 3, 1965, to attend the annual meeting of the Modern Language Association in order to gain information which will be incorporated into classroom use at Texas Tech and to interview prospective faculty members; expenses are to be paid from the Department of English Maintenance, Equipment and Travel Account.
130. Grant permission to Dr. Jacquelin Collins, Assistant Professor of History, to go to Washington, D.C., from December 27, 1964, through December 31, 1964, to attend the American Historical Association meeting in order to gain information which will be incorporated into classroom use at Texas Tech; expenses are to be paid from the Department of History Maintenance, Equipment and Travel Account.
131. Grant permission to Dr. Earl H. Gilmore, Associate Professor of Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint national meeting of the American Mathematical Society and the Mathematical Association of America, to obtain information to be used in research and in planning the graduate work at Texas Tech; expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.
132. Grant permission to Dr. Anthony A. Gioia, Assistant Professor of Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint national meeting of the American Mathematical Society and the Mathematical Association of America, to obtain the latest information available on trends in mathematics and on current research being done in mathematics for use in planning the research and graduate instruction program at Texas Tech; expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.
133. Grant permission to Dr. Shelby K. Hildebrand, Assistant Professor of Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint national meeting of the American Mathematical Society and the Mathematical Association of America, to obtain information to be used in research and in the classroom at Texas Tech; expenses are to be paid from the Department of Mathematics Maintenance Equipment and Travel Account.
134. Grant permission to Mr. Lee H. Kennedy, Instructor in Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint meeting of the American Mathematical Society and the Mathematical Association of America, to secure the latest information available in the teaching of mathematics for use in improving the instructional program in the Department of Mathematics at Texas Technological College; expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.
135. Grant permission to Dr. Martin Leonard Kornbluth, Associate Professor of English, to go to New York City, New York, from December 26, 1964, through December 30, 1964, to attend the annual meeting of the Modern Language Association in order to gain information which will be incorporated into classroom use at Texas Tech; expenses are to be paid from the Department of English Maintenance, Equipment and Travel Account.
136. Grant permission to Dr. Joseph Thomas McCullen, Jr., Professor of English, to go to New York City, New York, from December 26, 1964, through December 30, 1964, to read an original research paper entitled "Pandora: Interaction Between Ritual and Myth" before the annual meeting of the American Folklore Society; expenses are to be paid from the Department of English Maintenance, Equipment and Travel Account.
137. Grant permission to Dr. Paul V. Prior, Professor of Biology, to go to Kansas City, Missouri, from December 16, 1964, through December 20, 1964, to attend a meeting of the Directors of Summer Institutes to secure recent information concerning the Institutes to be used in planning for and conducting the 1965 Summer Institute for High School Biology Teachers on the campus of Texas Technological College; expenses are to be paid from the 1965 Summer Institute for High School Biology Teachers, Account No. 391-1238.

Out-of-State Leaves (Continued)

138. Grant permission to Mr. Jack Ben Pruett, Farm Superintendent, Animal Husbandry, to go to Denver, Colorado, from January 10, 1965, through January 17, 1965, to accompany and coach the Livestock Judging Team to compete in contests at the National Western Livestock Exposition; this trip is required of Mr. Pruett's position as Farm Superintendent; expenses are to be paid from the Department of Animal Husbandry Maintenance, Equipment and Travel Account.

139. Grant permission to Dr. Charles Riggs, Professor of Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint national meeting of the American Mathematical Society and the Mathematical Association of America, to obtain the latest information available in research and teaching in the field of mathematics for use in developing the research and graduate programs at Texas Tech; expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.

140. Grant permission to Mrs. Virginia E. Roberts, Assistant Professor of Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint meeting of the American Mathematical Society and the Mathematical Association of America, to secure information and materials for use in classroom instruction in the Department of Mathematics at Texas Tech; partial expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.

141. Grant permission to Dr. Herman B. Segrest, Associate Professor of Health, Physical Education and Recreation for Men, to go to Minneapolis, Minnesota, from January 6, 1965, through January 10, 1965, to attend the national conference of the College Physical Education Association for Men and gain information which will be utilized at Texas Tech for strengthening and improving Tech's basic physical education program; expenses are to be paid from the Department of Health, Physical Education and Recreation for Men Maintenance, Equipment and Travel Account.

142. Grant permission to Mrs. Mary Ruth Strandtmann, Assistant Professor of Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint meeting of the American Mathematical Society and the Mathematical Association of America, to secure information and materials for use in classroom instruction in the Department of Mathematics at Texas Tech; partial expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.

143. Grant permission to Mr. Arunkumar M. Vaidya, Assistant Professor of Mathematics, to go to Denver, Colorado, from January 25, 1965, through January 30, 1965, to attend a joint meeting of the American Mathematical Society and the Mathematical Association of America, to secure the latest information available on trends in research and teaching of mathematics for use in developing the research and graduate program at Texas Tech; expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.

144. Grant permission to Mrs. Grace Pleasant Wellborn, Assistant Professor of English, to go to New York City, New York, from December 26, 1964, through December 30, 1964, to read an original research paper entitled "The Golden Thread in the Scarlet Letter" before the annual meeting of the American Folklore Society; expenses are to be paid from the Department of English Maintenance, Equipment and Travel Account.

Respectfully submitted,



R. C. Goodwin
President

TEXAS TECHNOLOGICAL COLLEGE
Lubbock, Texas

December 3, 1964

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

Gentlemen:

I am submitting herewith as Attachment No. 1A to the Agenda the following items for information and approval of the Board of Directors at a meeting to be held in Lubbock, Texas, on December 12, 1964.

RECOMMENDED ACTION

Data Processing Department

2542. Lapse the budgeted allocation in the amount of \$7,200.00 for a Computer Programmer (179) in the Data Processing Department. (Budgeted salary \$7,200.00 for 12 months; Item No. 30; p. 8.)

2543. Revise the contract of Mr. Richard Mark Salathiel, Computer Programmer in the Office of the Comptroller (Data Processing Department), from "an annual salary of \$5,760.00" to "an annual salary of \$6,060.00" effective November 1, 1964, through August 31, 1965. (Budgeted salary \$6,060.00 for 12 months; Item No. 32; p. 8.)

2544. Lapse the unencumbered balance in the amount of \$50.00 from the budgeted allocation for Computer Programmer in the Data Processing Department. (Budgeted salary \$6,060.00 for 12 months; Item No. 32; p. 8.)

2545. Employ Mr. Gary Eugene Orren as Computer Programmer at an annual salary of \$6,060.00, effective October 5, 1964, through August 31, 1965. (New position. This salary in the amount of \$5,489.84 will be paid from lapsed funds; Item No. 32A; p. 8.)

2546. Accept the resignation of Mrs. Mary Kathleen Austin, Key punch Operator in the Data Processing Department at an annual salary of \$3,000.00, effective at the close of the day October 18, 1964. (Budgeted salary \$3,000.00 for 12 months; Item No. 36; p. 8.)

2547. Employ Mrs. Susan Gay Roberson as Key punch Operator in the Data Processing Department at an annual salary of \$3,000.00, effective at the beginning of the day October 19, 1964, through August 31, 1965, vice Mrs. Mary Kathleen Austin, resigned. (Budgeted salary \$3,000.00 for 12 months; Item No. 36; p. 8.)

Office of the Dean of Admissions and Registrar

2548. Terminate the contract of Mr. Jesse Taylor George, Administrative Assistant I (one-half time) in the Office of the Dean of Admissions and Registrar, effective at the close of the day October 13, 1964. Mr. George will be employed by the hour. (Budgeted salary \$733.33 for approximately $3\frac{1}{2}$ months; Item No. 5A; p. 11.)

2549. Lapse the unencumbered balance in the amount of \$516.13 from the budgeted allocation for an Administrative Assistant I (120) in the Office of the Dean of Admissions and Registrar. (Budgeted salary \$733.33 for approximately $3\frac{1}{2}$ months; Item No. 5A; p. 11.)

2550. Employ Mr. Donald Elmer Carter as an Administrative Assistant I in the Office of the Dean of Admissions and Registrar at an annual salary of \$4,260.00 effective November 2, 1964, through August 31, 1965. (Budgeted; Item No. 5; p. 11.)

2551. Lapse the sum of \$721.83 from the budgeted allocation for Administrative Assistant I in the Office of the Dean of Admissions and Registrar. (Budgeted salary \$4,260.00 for 12 months; Item No. 5; p. 11.)

Office of the Dean of Admissions and Registrar (Continued)

2552. Accept the resignation of Miss Sarah Curtis McCown, Secretary I in the Office of the Dean of Admissions and Registrar at an annual salary of \$2,880.00, effective at the close of the day November 25, 1964. (Budgeted salary \$2,880.00 for 12 months; Item No. 10; p. 12. Re: Item No. 2060, Board Minutes of October 24, 1964.)

2553. Accept the resignation of Miss Rose Janell Alexander, Secretary I in the Office of the Dean of Admissions and Registrar at an annual salary of \$3,360.00, effective at the close of the day October 15, 1964. (Budgeted salary \$3,360.00 for 12 months; Item No. 11; p. 12.)

2554. Revise the contract of Mrs. Peggy Joan Nichols, Office of the Dean of Admissions and Registrar, from "Clerk-Typist II at an annual salary of \$3,000.00" to "Secretary II at an annual salary of \$3,180.00, effective November 1, 1964, through August 31, 1965," vice Miss Rose Janell Alexander, resigned. (This salary ~~/\$2,650.00/~~ will be paid from lapsed funds.)

2555. Lapse the sum of \$2,800.00 from the budgeted allocation for Secretary I in the Office of the Dean of Admissions and Registrar. (Budgeted salary \$3,360.00 for 12 months; Item No. 11; p. 12.)

2556. Employ Mrs. Ada Ruth Jordan as Clerk-Typist II in the Office of the Dean of Admissions and Registrar at an annual salary of \$3,000.00, effective November 2, 1964, through August 31, 1965, vice Mrs. Peggy Joan Nichols, promoted. (Budgeted salary \$3,000.00 for 12 months; Item No. 14; p. 12.)

Office of the Dean of Student Life

2557. Accept the resignation of Mrs. Glenda Gay Killebrew, Secretary I in the Office of the Dean of Student Life at an annual salary of \$2,880.00, effective at the close of the day November 6, 1964. (Budgeted salary \$3,180.00 for 12 months; Item No. 9; p. 14.)

The Placement Service

2558. Accept the resignation of Mrs. Thelma Whigham, Clerk III in The Placement Service at an annual salary of \$3,360.00, effective at the close of the day November 20, 1964. (Budgeted salary \$3,360.00 for 12 months; Item No. 4; p. 15.)

Testing and Counseling Center

2559. Revise the contract of Miss Carole Ann Stanley, Clerk II (102) in the Testing and Counseling Center at an annual salary of \$2,880.00, to read "effective September 1, 1964, through December 21, 1964; and from December 30, 1964, through January 25, 1965" instead of "effective September 1, 1964, through December 19, 1964; and from December 30, 1964, through January 25, 1965." (Budgeted \$1,076.12; Item No. 5A; p. 17; Re: Item No. 2076, Board Minutes of October 24, 1964. The additional \$15.48 required for this contract will be paid from lapsed funds.)

Office of Development

2560. Accept the resignation of Mr. William H. Butterfield, Vice President for Development, at an annual salary of \$17,500.00, effective at the close of the day December 10, 1964. (Budgeted salary \$17,500.00 for 12 months; Item No. 1; p. 18.)

2561. Accept the resignation of Mrs. Betty Jennings Doak, Secretary III in the Office of Development at an annual salary of \$4,080.00, effective at the close of the day November 6, 1964. (Budgeted salary \$4,080.00 for 12 months; Item No. 2; p. 18.)

Public Information

2562. Accept the resignation of Mrs. Freda Marie McVay, Information Representative I in Public Information at an annual salary of \$5,460.00, effective at the close of the day December 1, 1964. (Budgeted salary \$5,460.00 for 12 months; Item No. 3; p. 20.)

Stenographic Bureau and Supply Center

2563. Accept the resignation of Mrs. Georgia Sue Brown, Graphotype and Addressograph Operator in the Stenographic Bureau and Supply Center at an annual salary of \$2,880.00, effective at the close of the day November 30, 1964. (Originally budgeted salary \$3,180.00 for 12 months; Item No. 3; p. 22.)

Agricultural Economics

2564. Employ Mrs. Ethel Josephine Metzner as Secretary II in the Department of Agricultural Economics at an annual salary of \$3,180.00, effective October 1, 1964, through August 31, 1965, vice Mrs. Hazel Leona Harper, resigned. (Budgeted salary \$3,180.00 for 12 months; Item No. 8; p. 31.)

Biology

2565. Accept the resignation of Mrs. Dorothy Clare Huddleston, Secretary II in the Department of Biology at an annual salary of \$3,180.00, effective at the close of the day November 20, 1964. (Budgeted salary \$3,180.00 for 12 months; Item No. 36; p. 46.)

2566. Employ Mrs. Lois Maxine Kriebel as Secretary II in the Department of Biology at an annual salary of \$3,180.00, effective November 23, 1964, through August 31, 1965, vice Mrs. Dorothy Clare Huddleston, resigned. (Budgeted salary \$3,180.00 for 12 months; Item No. 36; p. 46.)

2567. Lapse the sum of \$17.66 from the budgeted allocation for Secretary II in the Department of Biology. (Budgeted salary \$3,180.00 for 12 months; Item No. 36; p. 46.)

2568. Revise the contract of Mr. Bryan Kent Parrish, Laboratory Stores Clerk in the Department of Biology, from "one-half time at an annual salary of \$1,590.00" to "full time at an annual salary of \$3,180.00," effective October 20, 1964, through August 31, 1965. (Adjusted budgeted salary \$1,590.00 for 12 months; Item No. 37; p. 46. The additional \$1,376.29 required for this contract will be paid from lapsed funds.)

Chemistry

2569. Employ Mr. Robert Earl Cathers as a Teaching Assistant in the Department of Chemistry at a salary of \$1,000.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (This salary will be paid from lapsed funds; Item No. 16A; p. 48.)

2570. Accept the resignation of Mr. James Preston Stanley, Teaching Assistant in the Department of Chemistry at a salary of \$2,000.00 for nine months, effective at the beginning of the day February 1, 1965. (Budgeted salary \$2,000.00 for 9 months; Item No. 29; p. 48.)

2571. Appoint Mr. John Houston Cagle as a Teaching Assistant in the Department of Chemistry at a salary of \$1,000.00 for four and one-half months, effective February 1, 1965, through June 15, 1965, vice Mr. James Preston Stanley, resigned. (Budgeted salary \$1,000.00 for $4\frac{1}{2}$ months; Item No. 29; p. 48.)

2572. Accept the resignation of Mr. Ronnie Edwin Foster, Teaching Assistant in the Department of Chemistry at a salary of \$1,000.00 for four and one-half months, effective at the beginning of the day February 1, 1965. (Budgeted salary \$1,000.00 for $4\frac{1}{2}$ months; Item No. 31; p. 49.)

Education and Philosophy

2573. Grant Mrs. Mary McDonald Bailey, Secretary I in the Department of Education and Philosophy, a leave of absence without pay, effective December 14, 1964 (8:00 a.m.) through December 18, 1964. (Budgeted salary \$3,000.00 for 12 months; Item No. 32; p. 52.)

2574. Lapse the unencumbered balance in the amount of \$40.32 from the budgeted allocation for Secretary I in the Department of Education and Philosophy. (Budgeted salary \$3,000.00 for 12 months; Item No. 32; p. 52.)

2575. Accept the resignation of Mrs. Marilyn Jean Laughlin, Clerk-Typist I in the Department of Education and Philosophy at an annual salary of \$2,760.00, effective at the close of the day November 30, 1964. (Budgeted salary \$2,760.00 for 12 months; Item No. 34; p. 52.)

2576. Approve an honorarium in the amount of \$74.00 to Dr. Wallace C. Hill, Box I, Northeastern State College, Talleguah, Oklahoma, for his services as a consultant for the Department of Education and Philosophy on August 12-13, 1964. This is to be paid from the Department of Education and Philosophy Maintenance, Equipment and Travel Account.

English

2577. Approve an honorarium in the amount of \$150.00 to Dr. John H. Fisher, Executive Secretary of the Modern Language Association, 6 Washington Square North, New York 3, New York, for his services as guest speaker on November 13, 1964. This will be paid from the Department of English Maintenance, Equipment and Travel Account.

Foreign Languages

2578. Accept the resignation of Mrs. Pierette Laurette Josette Allegre Raynfeld, Assistant Professor in the Department of Foreign Languages at a salary of \$7,200.00 for nine months, effective at the beginning of the day September 16, 1964, and terminate the leave of absence granted Mrs. Raynfeld for the 1964 fall semester. (Budgeted salary \$7,200.00 for 9 months; Item No. 13; p. 59.)

2579. Lapse the unencumbered balance in the amount of \$3,600.00 from the budgeted allocation for Assistant Professor in the Department of Foreign Languages. (Budgeted salary \$3,600.00 for the 1965 spring semester; Item No. 13; p. 59.)

2580. Employ Mrs. Laura Ballew as a Temporary Instructor in the Department of Foreign Languages at a salary of \$2,900.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (This salary \$2,900.00 will be paid from lapsed funds; Item No. 21A; p. 60.)

2581. Accept the resignation of Mr. Claude Richard Raynfeld, Teaching Assistant in the Department of Foreign Languages at a salary of \$3,000.00 for nine months, effective at the beginning of the day September 16, 1964, and terminate the leave granted Mr. Raynfeld for September and October, 1964. (Budgeted salary \$3,000.00 for nine months; Item No. 31; p. 61.)

2582. Appoint Mr. Hamouda Mohamed Maoui as a Teaching Assistant in the Department of Foreign Languages at a salary of \$1,500.00 for four and one-half months, effective February 1, 1965, through June 15, 1965, vice Mr. Claude Richard Raynfeld, resigned. (Budgeted salary \$3,000.00 for 9 months; Item No. 31; p. 61.)

2583. Approve an honorarium in the amount of \$200.00 to Sra. Ana Maria Matute, Barcelona, Spain, for her services as guest lecturer on October 31, 1964. This is to be paid from the Department of Foreign Languages Maintenance, Equipment and Travel Account.

Geosciences

2584. Accept the resignation of Mrs. Susanne Frances Geddes, Secretary II in the Department of Geosciences at an annual salary of \$3,180.00, effective at noon on October 12, 1964. (Budgeted salary \$3,180.00 for 12 months; Item No. 26; p. 65.)

2585. Employ Mrs. Shirley Price Mayfield as Secretary II in the Department of Geosciences at an annual salary of \$3,180.00, effective October 19, 1964, through August 31, 1965, vice Mrs. Susanne Frances Geddes, resigned. (Budgeted salary \$3,180.00 for 12 months; Item No. 26; p. 65.)

2586. Lapse the unencumbered balance in the amount of \$55.56 from the budgeted allocation for Secretary II in the Department of Geosciences. (Budgeted salary \$3,180.00 for 12 months; Item No. 26; p. 65; Mrs. Geddes.)

Government

2587. Approve an honorarium in the amount of \$200.00 to Dr. Russell M. Ross, Department of Political Science, State University of Iowa, Iowa City, Iowa, for his services as consultant and guest lecturer on October 14, 15, and 16, 1964. This will be paid from the Department of Government Maintenance, Equipment and Travel Account.

2588. Approve an honorarium in the amount of \$150.00 to Dr. Ralph G. Jones, Department of Government, University of Arkansas, Fayetteville, Arkansas, for his services as consultant and guest lecturer on October 27-29, 1964. This is to be paid from the Department of Government Maintenance, Equipment and Travel Account.

Government (Continued)

2589. Approve an honorarium in the amount of \$200.00 to Dr. William O. Winter, Professor in the Department of Political Science, University of Colorado, Boulder, Colorado, for his services as consultant for the Department of Government on November 5-6, 1964. This is to be paid from the Department of Government Maintenance, Equipment and Travel Account.

Music

2590. Appropriate from the unappropriated balance the sum of \$6,000.00 to the Maintenance, Equipment and Travel Account for the Department of Music. This appropriation is to be used for the purchase of ten upright practice pianos. (Item No. 36; p. 84.)

Psychology

2591. Accept the resignation of Mrs. Linda Sue Reinhart, Secretary I in the Department of Psychology at an annual salary of \$3,000.00, effective at the close of the day January 15, 1965. (Budgeted salary \$3,000.00 for 12 months; Item No. 26; p. 88.)

Sociology and Anthropology

2592. Revise the contract of Miss Susanne Foster, Teaching Assistant in the Department of Sociology and Anthropology, from "one-fifth time at a salary of \$1,000.00 for nine months" to "two-fifths time at a salary of \$1,000.00 for four and one-half months," effective September 16, 1964, through January 31, 1965. (Budgeted salary \$1,000.00 for 9 months; Item No. 12; p. 91.)

Speech

2593. Appoint Dr. Ernest O. Nalle as a Part-time Visiting Associate Professor in the Department of Speech at a salary of \$800.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (This salary will be paid from lapsed funds; Item No. 3A; p. 93.)

Office of the Dean of Arts and Sciences

2594. Accept the resignation of Mrs. Sandra Kay May, Secretary I in the Office of the Dean of Arts and Sciences at an annual salary of \$3,000.00, effective at the close of the day January 15, 1965. (Budgeted salary \$3,000.00 for 12 months; Item No. 5; p. 95.)

2595. Employ Mrs. Phyllis Louise Winegar as Secretary I in the Office of the Dean of Arts and Sciences at an annual salary of \$3,000.00, effective January 16, 1965, through August 31, 1965, vice Mrs. Sandra Kay May. (Budgeted salary \$3,000.00 for 12 months; Item No. 5; p. 95.)

Accounting

2596. Appoint Mr. Larry Daniel Franklin as a Teaching Assistant in Accounting at a salary of \$1,000.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (This salary will be paid from lapsed funds; Item No. 24A; p. 98.)

2597. Appoint Mr. Alvin Carl Mudd as a Teaching Assistant in Accounting at a salary of \$1,000.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (This salary will be paid from lapsed funds; Item No. 25A; p. 98.)

Business Education and Secretarial Administration

2598. Appoint Miss Elizabeth Ann Smith as a Teaching Assistant in the Department of Business Education and Secretarial Administration at a salary of \$1,000.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (Budgeted salary \$2,000.00 for 9 months; Item No. 10; p. 100.)

Economics

2599. Accept the resignation of Miss Frieda S. Billote, Teaching Assistant in the Department of Economics at a salary of \$2,000.00 for nine months, effective at the close of the day November 7, 1964. (Budgeted \$2,000.00 for 9 months; Item No. 14A; p. 103.)

2600. Appoint Mr. Harold Tyrone Black as a Teaching Assistant in Economics at a salary of \$1,000.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (This salary will be paid from lapsed funds; Item No. 14B; p. 103.)

Economics (Continued)

2601. Approve an honorarium in the amount of \$200.00 to Dr. Harold L. Johnson, Department of Economics, Emory University, Atlanta, Georgia, for his services as consultant and guest lecturer on October 28-29, 1964. This is to be paid from the Department of Economics Maintenance, Equipment and Travel Account.

2602. Approve an honorarium in the amount of \$130.00 to Dr. Robert L. Sandmeyer, Assistant Professor of Economics, Oklahoma State University, Stillwater, Oklahoma, for his services as consultant and guest lecturer for the Department of Economics from November 3, 1964, through November 5, 1964. This is to be paid from the Department of Economics Maintenance, Equipment and Travel Account.

Finance

2603. Appoint Mr. Carroll Vance McDonald as a Teaching Assistant in Finance at a salary of \$1,000.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (This salary will be paid from lapsed funds; Item No. 16A; p. 103.)

2604. Approve an honorarium in the amount of \$100.00 to Dr. Sydney Reagan, Professor of Finance, Southern Methodist University, Dallas, Texas, for his services as consultant on November 27-28, 1964. This will be paid from the Department of Finance Maintenance, Equipment and Travel Account.

Office of the Dean of Business Administration

2605. Employ Mrs. Patricia Ann Kindred as Administrative Assistant I in the Office of the Dean of Business Administration at an annual salary of \$4,260.00, effective November 1, 1964, through August 31, 1965, vice Miss Sharlyn Dorothy Lininger, resigned. (Budgeted \$5,250.00 for 12 months; Item No. 3; p. 110.)

2606. Lapse the unencumbered balance in the amount of \$1,700.00 from the budgeted allocation for Administrative Assistant I in the Office of the Dean of Business Administration. (Budgeted \$5,250.00 for 12 months; Item No. 3; p. 110.)

2607. Accept the resignation of Mrs. Sheryl Jane Kimbrough, Secretary I in the Office of the Dean of Business Administration, at an annual salary of \$3,000.00, effective at the close of the day November 6, 1964. (Budgeted \$3,000.00 for 12 months; Item No. 5; p. 110.)

2608. Appropriate from the unappropriated balance the sum of \$960.00 to the Student Assistants and/or Part-time Help Account in the Office of the Dean of Business Administration. (Budgeted; Transfer to Item No. 6; p. 110.)

Industrial Engineering and Engineering Drawing

2609. Appoint Mr. Milton Louis Smith as a Teaching Assistant in the Department of Industrial Engineering and Engineering Drawing at a salary of \$1,000.00 for four and one-half months, effective February 1, 1965, through June 15, 1965. (This salary will be paid from lapsed funds; Item No. 14A; p. 122.)

2610. Terminate the contract of Mr. Richard Elton Carmon, Technician III in the Department of Industrial Engineering and Engineering Drawing at an annual salary of \$5,760.00, effective at the close of the day October 18, 1964. (Budgeted salary \$5,760.00 for 12 months; Item No. 16; p. 122. Deceased, October 18, 1964, at approximately 9:35 a.m.)

2611. Employ Mr. Gerald Cloyce Chambers as Technician III in the Department of Industrial Engineering and Engineering Drawing at an annual salary of \$5,760.00, effective November 16, 1964, through August 31, 1965, vice Mr. Richard Elton Carmon, deceased. (Budgeted salary \$5,760.00 for 12 months; Item No. 16; p. 122.)

2612. Lapse the sum of \$441.29 from the budgeted allocation for Technician III in the Department of Industrial Engineering and Engineering Drawing. (Budgeted salary \$5,760.00 for 12 months; Item No. 16; p. 122.)

Mechanical Engineering

2613. Approve an honorarium in the amount of \$300.00 to Dr. George Leppert, Department of Mechanical Engineering, Stanford University, Stanford, Palo Alto, California, for his services as guest lecturer for the Department of Mechanical Engineering on December 17, 1964. This is to be paid from the Department of Mechanical Engineering Maintenance, Equipment and Travel Account.

Applied Arts

2614. Appoint Mrs. Jaclyn Flynn Harland as a Part-time Instructor in the Department of Applied Arts at a salary of \$400.00 for three months, effective November 1, 1964, through February 1, 1965. (This salary will be paid from lapsed funds; Item No. 8A; p. 129.)

Home and Family Life

2615. Appoint Mrs. Jessie Joyce Knight Kilian as a Teaching Assistant in the Department of Home and Family Life at a salary of \$136.20 for the period December 1, 1964, through December 19, 1964. (This salary will be paid from lapsed funds; Item No. 14A; p. 137.)

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1964 Summer School

Homemakers' College (Account No. 391-1555)

2616. Transfer the sum of \$12.00 from the budgeted allocation for Maintenance, Equipment and Travel to the line item "Special Consultants" in the budget for the Homemakers' College, Account No. 391-1555. (1964 Summer Budget, p. 105; Dean Willa Vaughn Tinsley, Coordinator.)

2617. Approve an honorarium in the amount of \$60.00 to Mrs. Nell V. Oldham, 2413-C Broadway, Lubbock, Texas, for her services as a special consultant for the Homemakers' College for the period July 6, 1964, through July 10, 1964. This is to be paid from the budgeted allocation for Special Consultants. (Account No. 391-1555; budgeted \$333.00; 1964 Summer School Workshop. 1964 Summer School Budget, p. 105; Dr. Willa Vaughn Tinsley, Coordinator.)

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1965-66 Budget

English

2618. Grant Mrs. Carol Conway Hilton, Instructor in English, a leave of absence without pay for the 1965-66 academic year. Mrs. Hilton will pursue her studies toward the doctorate in English.

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1964-65 Budget

Official Retirement

2619. Officially retire, at her request, Mrs. Bessie Mae Craggs, Clerk-Typist II in the Division of Extension, effective at the close of the day August 31, 1964. Mrs. Craggs was an employee of the College for approximately eleven years.

Agronomy Farm

2620. Grant Mr. Fred Thurman McCraw, Farm Foreman for the Agronomy Farm, a leave of absence without pay from October 6, 1964, through October 15, 1964. (Budgeted salary \$3,360.00 for 12 months, plus house and utilities valued at \$540.00 per year; Item No. 2; p. 150.)

2621. Lapse the unencumbered balance in the amount of \$90.32 from the budgeted allocation for Farm Foreman for the Agronomy Farm. (Budgeted salary \$3,360.00 for 12 months, plus house and utilities valued at \$540.00 per year; Item No. 2; p. 150.)

Library

2622. Appoint the following individuals to the position and at the salary as indicated below in the College Library for the period July 16, 1965 (noon), through August 31, 1965:

Library (Continued)
2622. (continued)

<u>Name</u>	<u>Title</u>	<u>Salary for 1½ Months</u>
Mrs. Margaret A. Dickson	Associate Reference Librarian (5-159)	\$772.00
Thomas Saunders Whiteley	Associate Reference Librarian (7-159)	772.00
Mrs. Susanne Goddard	Assistant Catalog Librarian (9-159)	772.00
Virginia Lee Greenhill	Assistant Catalog Librarian (10-159)	772.00
Mrs. Sibyl Pirtle Morrison	Order Librarian (12-159)	930.00
Mrs. Jo Ann Ayers Rowell	Assistant Documents Librarian (15-160)	752.00
Mrs. Cora Fox Niell	Assistant Periodicals Librarian (17-160)	752.00

All of the positions referred to above are budgeted. (Library Budget for 1964-65.)

2623. Appoint the following individuals to the position and at the salary as indicated below in the College Library for the period June 1, 1965, through July 16, 1965 (noon):

<u>Name</u>	<u>Title</u>	<u>Salary for 1½ Months</u>
Mary Frances Gordon	Reference Librarian (4-159)	\$930.00
Mrs. Dolores M. Maxwell	Associate Reference Librarian (6-159)	772.00
Zona Maxine Edwards	Catalog Librarian (8-159)	930.00
Pauline Dawn Pitts	Catalog Librarian (11-159)	772.00
Charles Finley Huey	Assistant Order Librarian (13-160)	792.00
Ferrelline Tucker	Documents Librarian (14-160)	930.00
Mrs. Kathryn Dibbens Lewis	Periodicals Librarian (16-160)	930.00

All of the positions referred to above are budgeted. (Library Budget for 1964-65.)

2624. Terminate the contract of Mrs. Sherry Ann Smith Magness, Clerk-Typist I in the College Library at an annual salary of \$2,760.00, effective at the close of the day November 30, 1964. (Budgeted salary \$2,760.00 for 12 months; Item No. 29A; p. 161.)

Southwest Collection

2625. Employ Mrs. Carole Josephine Campana as Clerk-Typist II in the Southwest Collection at an annual salary of \$3,000.00, effective October 19, 1964, through August 31, 1965. (This salary [~~\$2,604.84~~] will be paid from lapsed funds; Item No. 4A; p. 163.)

2626. Lapse the unencumbered balance in the amount of \$2,599.00 from the budgeted allocation for Clerk I in the Southwest Collection. (Budgeted salary \$2,760.00 for 12 months; Item No. 4; p. 163.)

Division of Extension

2627. Lapse the sum of \$2,950.00 from the budgeted allocation for Fees to Instructors in the Division of Extension. This will be used to pay the salary of a Part-time Instructor for the Division of Extension and Correspondence. (Budgeted \$120,500.00; Item No. 10; p. 166.)

2628. Appoint Mr. Roy Clem Lacy as a Part-time Instructor in English for the Division of Extension and Correspondence at a salary of \$2,950.00 for twelve months, effective September 1, 1964, through August 31, 1965. (One-half time for 12 months; this salary will be paid from lapsed funds; Item No. 9; p. 166.)

Campus Security Service

2629. Accept the resignation of Mr. Thomas O. Atchison, Radio Operator in the Campus Security Service at an annual salary of \$1,800.00, effective at the close of the day October 31, 1964. (Budgeted salary \$1,800.00 for 12 months; Item No. 6; p. 183.)

2630. Employ Mr. LaRoy Van Baker as Radio Operator in the Campus Security Service at an annual salary of \$1,800.00, effective November 3, 1964, through August 31, 1965, vice Mr. Thomas O. Atchison, resigned. (Budgeted salary \$1,800.00 for 12 months; Item No. 6; p. 183.)

Campus Security Service (Continued)

2631. Lapse the sum of \$10.00 from the budgeted allocation for Radio Operator in the Campus Security Service. (Budgeted salary \$1,800.00 for 12 months; Item No. 6; p. 183.)

Building Maintenance (Operation and Maintenance)

2632. Revise the contract of Mr. Myrkle Turner, Journeyman's Helper in Building Maintenance, from "an annual salary of \$3,360.00" to "an annual salary of \$3,540.00, effective November 1, 1964, through August 31, 1965." (Budgeted salary \$3,360.00; Item No. 23; p. 185. The additional \$150.00 required for this contract will be paid from lapsed funds.

Building Maintenance and Utilities

2633. Accept the resignation of Mr. R. C. Ray Day, Steam Fitter in Building Maintenance and Utilities, at an annual salary of \$3,900.00, effective at the close of the day November 7, 1964. (Budgeted \$3,900.00 for 12 months; Item No. 7; p. 189.)

2634. Employ Mr. Billy Earl Stephenson as a Steam Fitter in Building Maintenance and Utilities at an annual salary of \$3,900.00, effective November 9, 1964, through August 31, 1965, vice Mr. R. C. Ray Day, resigned. (Budgeted salary \$3,900.00 for 12 months; Item No. 7; p. 189.)

Other Utilities Expenses (Physical Plant)

2635. Accept the resignation of Mr. Kenneth D. Holland, Journeyman's Helper in Other Utilities Expenses (Physical Plant), at an annual salary of \$3,204.00, effective at the close of the day October 31, 1964. (Budgeted salary \$3,204.00 for 12 months; Item No. 12; p. 189.)

McClellan Memorial Infirmary Addition

2636. Approve an extra in the amount of \$33.00 to the contract with C. M. Pharr Construction Company for the addition to the McClellan Memorial Infirmary for eight (8) extra nameplates, the labor and the shifting around of the old nameplates in the present Infirmary.

Organized Research (Account No. 191-4729)

2637. Lapse the budgeted allocation in the amount of \$1,795.00 for the Organized Research Project: "An Electrometric Method for the Determination of the Acidities of Extremely Weak Acids" and close the account. (Organized Research Account No. 191-4729; Principal Investigator, Dr. Joe Alfred Adamcik; p. 221.)

Organized Research (Account No. 191-4000)

2638. Approve a transfer in the amount of \$896.00 from General Research Account No. 191-4000 to the Organized Research Project: "Physical, Chemical and Structural Studies of the Polymorphic Forms of Calcium Orthosilicate in the Marble Canyon Contact Zone," Account No. 191-4734. (Principal Investigator, Mr. Thomas E. Bridge.)

2639. Appoint Mr. Thomas E. Bridge as the Principal Investigator on the Organized Research Project: "Physical, Chemical and Structural Studies of the Polymorphic Forms of Calcium Orthosilicate in the Marble Canyon Contact Zone," at a salary of \$1,117.00 for one and one-half months, effective June 1, 1965, through July 15, 1965. (Budgeted salary; Account No. 191-4734; Principal Investigator, Mr. Thomas E. Bridge.)

Organized Research (Account No. 191-5405)

2640. Accept the resignation of Mr. Morris H. Schneider as Principal Investigator on the Organized Research Project, "Conveyor Theory," at a salary of \$1,434.00 for one-half time for three months, effective at the beginning of the day June 1, 1965. (Budgeted salary \$1,434.00 for one-half time for three months; Account No. 191-5405; Dr. R. A. Dudek, Department Head.)

2641. Appoint Mr. Prabhakar Mahadia Ghare as the Principal Investigator (one-half time) on the Organized Research Project, "Conveyor Theory," at a salary of \$1,434.00 for one-half time for three months, effective June 1, 1965, through August 31, 1965, vice Mr. Morris Henry Schneider, on leave. (Budgeted salary \$1,434.00 for 3 months; Account No. 191-5405; Dr. Richard Albert Dudek, Department Head; p. 260.)

Organized Research (Account No. 191-5812)

2642. Appropriate from the unappropriated balance the sum of \$50.00 to Student Assistants and/or Part-time Help for the Organized Research Project, "A Study of the Effectiveness of Various Types of Detergents in Relation to the Water Hardness in the South Plains." (Organized Research Account No. 191-5812; formerly Account No. 1805; Principal Investigator, Dr. Gene Shelden.)

Reading Improvement Program (Account No. 391-1210)

2643. Employ Mr. Jack DeLoye Bowles as a Teaching Assistant in the Reading Improvement Program at a salary of \$733.00 for the period November 9, 1964, through December 31, 1964. (This salary will be paid from the budgeted allocation for Teaching Assistants; Account No. 391-1210; p. 364; Dr. James E. Kuntz, Co-ordinator of the Program.)

2644. Employ Mr. George Whitlow Eckles as a Teaching Assistant in the Reading Improvement Program, at a salary of \$267.00 for the period November 9, 1964, through December 31, 1964. (This salary will be paid from the budgeted allocation for Teaching Assistants; Account No. 391-1210; p. 364; Dr. James E. Kuntz, Co-ordinator of the Program.)

2645. Employ Mr. Ralph Vernon Enlow as a Teaching Assistant in the Reading Improvement Program, at a salary of \$185.00 for the period November 9, 1964, through December 31, 1964. (This salary will be paid from the budgeted allocation for Teaching Assistants; Account No. 391-1210; p. 364; Dr. James E. Kuntz, Co-ordinator of the Program.)

2646. Employ Mr. William Mack Erwin as a Teaching Assistant in the Reading Improvement Program, at a salary of \$733.00 for the period November 9, 1964, through December 31, 1964. (This salary will be paid from the budgeted allocation for Teaching Assistants; Account No. 391-1210; p. 364; Dr. James E. Kuntz, Co-ordinator of the Program.)

Counseling Training Program (Account No. 391-1263)

2647. Correct Item No. 2345, Board Minutes of October 24, 1964, recording the tuition and fees for nine months for Miss Marilyn Brandt to read "\$444.00" instead of "\$144.00." Miss Brandt is classed as an out-of-state student.

Undergraduate Science Educational Program (Account No. 391-1280)

2648. Approve an honorarium in the amount of \$190.00 to Mr. Takashi Sawa, Department of Biology, University of Louisville, Louisville, Kentucky, for his services as guest lecturer for the Department of Biology on December 2, 1964. This is to be paid from the Maintenance, Equipment and Travel funds, Account No. 391-1280. (Undergraduate Science Education Program, Account No. 391-1280; Dr. Robert Lewis Packard, Director.)

Veterans' Counseling Service (Account No. 391-1291)

2649. Employ Mrs. Linda Gay Jones as Secretary I in the Veterans' Counseling Service, Account No. 391-1291, at an annual salary of \$2,880.00, effective October 12, 1964, through August 31, 1965, vice Mrs. Ruby Dukes, resigned. (Budgeted salary \$3,000.00 for 12 months; Account No. 391-1291; Director, Dr. Theodore Andreychuk.)

Tips and Topics (Account No. 391-1580)

2650. Accept the resignation of Mrs. Phyllis Gail Peterson Schnoor, Secretary I (one-half time) for Texas Tech Tips and Topics, at an annual salary of \$1,440.00, effective at the close of the day October 19, 1964. (Budgeted salary for 12 months; Account No. 391-1580; Miss Billie Williamson, Editor.)

2651. Employ Mrs. Dorothy Pinkerton Blair as a Part-time Secretary on Texas Tech Tips and Topics, at an annual salary of \$1,440.00, effective October 20, 1964, through August 31, 1965, vice Mrs. Phyllis Peterson Schnoor, resigned. (Budgeted salary \$1,440.00 for 12 months; Account No. 391-1580; Miss Billie Williamson, Editor.)

Organized Research (Account No. 391-3151)

2652. Employ Mrs. Gloria Cuellar as a Part-time Secretary and Laboratory Assistant on the Organized Research Project, "A Taxonomic and Biological Survey of the Parasitic Gamasid Mites," at a salary rate of \$150.00 per month, effective October 6, 1964, through November 30, 1964, and from December 1, 1964, through May 31, 1965. (This salary will be paid from the Maintenance, Equipment and Travel fund of Account No. 391-3151.)

Organized Research (Account No. 391-3155)

2653. Employ Mrs. Vivian Jameson as a Research Assistant on the Organized Research Project, "Viability Studies on Drosophila Melanogaster," at a salary rate of \$2,000.00 for nine months, effective December 1, 1964, through August 31, 1965. (Budgeted salary \$2,600.00 for 12 months; Account No. 391-3155; Principal Investigator, Dr. Archie Cornelious Allen.)

Organized Research (Account No. 391-3295)

2654. Appoint Mr. James Preston Stanley as a Research Assistant on the Organized Research Project, "The Mechanism of the Acid-Catalyzed Disproportionation of Hydrazoaromatic Compounds," at a stipend of \$1,400.00 for seven months, effective February 1, 1965, through August 31, 1965. (Budgeted salary \$2,400.00 for twelve months; Account No. 391-3295; Principal Investigator, Dr. Henry J. Shine.)

Organized Research (Account No. 391-3336)

2655. Approve an honorarium in the amount of \$42.29 to Mr. Dana Gove Griffin III, Department of Botany, University of Tennessee, Knoxville, Tennessee, for his services on the Organized Research Project, "Taxonomic Significance of Monoeciousness and Dioeciousness in the Genus Chara," on October 10-12, 1964. This is to be paid from the Maintenance, Equipment and Travel Account of Organized Research Project, Account No. 391-3336. (National Science Foundation Grant GB 1526; Dr. Vernon W. Proctor, Principal Investigator.)

Building for Antenna Farm (Account No. 791-0001)

2656. Appropriate from the unappropriated balance the sum of \$284.54 to Building for Antenna Farm, Account No. 791-0001. (Account No. 791-0001; Dr. H. A. Spuhler, Project Director.)

Scholarships and Fellowships (Account No. 391-6865)

2657. Approve a transfer in the amount of \$9,000.00 from the General Property Deposit Scholarship Reserve Fund, Account No. 391-6860, to Texas Technological College Scholarship (Property Deposit), Account No. 391-6865. This transfer is for the fiscal year 1964-65.

Fellowships and Scholarships (Account No. 191-8010)

2658. Incorporate in the Board Minutes for record purposes the award of fellowships and/or scholarships for the 1964-65 academic year, as given below:

<u>Name</u>	<u>Department</u>	<u>Amount</u>
Mr. James R. Rogers	Agronomy & Range Management	\$200.00
Mr. Gerald Wayne Nolty	Dairy Industry	400.00
Subtotal -----		\$600.00
Mr. Richard Seddon	Biology	150.00
Mr. Gary W. Ferguson	Biology	150.00
Mr. Shiu-Lan Huang	Biology	150.00
Mr. Daniel R. Womochel	Biology	150.00
Subtotal -----		\$600.00
TOTAL -----		\$1,200.00

Journalism Workshop (Account No. 991-2620)

2659. Approve an honorarium in the amount of \$80.00 to Mrs. Evelyn Orr, University High School, Waco, Texas, for her services as guest speaker on November 7, 1964. This will be paid from the Journalism Workshop and Conferences Account No. 991-2620.

Clabber Hill Ranch Scholarship (Account No. 391-6430)

2660. Approve the establishment of the Clabber Hill Ranch Scholarship, effective September 16, 1964. The proposed catalog description is given below:

CLABBER HILL RANCH SCHOLARSHIP

An annual scholarship in the amount of \$600.00 has been established by the Clabber Hill Ranch for a freshman majoring in Agricultural Economics. Applicant must be an entering freshman and from the upper 25 per cent of his high school class. The scholarship is awarded for the long session, being renewed for the second semester, provided the holder of the scholarship maintains a 2.75 grade average or better. Applications should be addressed to the Head of the Department of Agricultural Economics prior to July 15.

Roberta Elliott Lindley and Phyllis Elliott Metze Scholarship (Account No. 391-7245)

2661. Approve the establishment of the Roberta Elliott Lindley and Phyllis Elliott Metze Scholarship in Music, effective January, 1965. The proposed catalog description is given below:

ROBERTA ELLIOTT LINDLEY AND PHYLLIS ELLIOTT METZE
SCHOLARSHIP

Professor and Mrs. Raymond P. Elliott have established an annual scholarship of \$100.00 in honor of their daughters, Mrs. Roberta Elliott Lindley and Mrs. Phyllis Elliott Metze, for a junior or senior student majoring in music. The recipient must have broad cultural interests, show evidence of worthiness and need, and have established a grade-point average of 3.00 or better. Applications should be made to the Head of the Department of Music by January 1.

Intercollegiate Athletics

2662. Accept the resignation of Miss Shirley Ann Williams, Clerk-Typist I (108) in Intercollegiate Athletics at an annual salary of \$2,640.00, effective at the close of the day November 30, 1964. (Budgeted salary \$2,640.00 for 12 months; Item No. 22; p. 282.)

2663. Appropriate from the Prior Year Balances of the Athletic Department the sum of \$6,696.00 to the Football Account. (1964-65 Budget; p. 284.)

2664. Appropriate from the unappropriated balance (Intercollegiate Athletics) the sum of \$7,950.00 to the Football Account, Intercollegiate Athletics, 1964-65 Budget. This is to be used to pay for a scoreboard which has been erected at the south end of the Stadium. (1964-65 Athletic Budget.)

Texas Tech College Bookstore

2665. Revise the contract of Mrs. Claudia Berl Downing, Cashier I in the College Bookstore, from "an annual salary of \$2,880.00" to "an annual salary of \$3,000.00," effective December 1, 1964, through August 31, 1965. (Budgeted salary \$2,880.00 for 12 months; Item No. 7; p. 285. The additional \$90.00 required for this contract will be paid from unencumbered balances.)

2666. Grant permission to the Texas Tech College Bookstore to purchase classroom material from the following person:

Mr. George Philbrick, purchase of
30 Tennis Manuals @ \$1.00 each ----- \$30.00

La Ventana

2667. Employ Mr. Harry Ray Finfer as Co-Editor of the 1965 La Ventana, at a salary rate of \$75.00 per month, effective October 16, 1964 (noon), through May 31, 1965. (Budgeted salary \$750.00 for 10 months; Item No. 4; p. 296.)

2668. Employ Mr. Winston Charles Odom as Copy Editor of the 1965 La Ventana, at a salary rate of \$35.00 per month, effective October 16, 1964 (noon), through May 31, 1965. (Budgeted salary \$315.00 for 9 months; Item No. 6; p. 297.)

Parking and Traffic Service

2669. Accept the resignation of Mr. Leo Roland LaBerge, Jr., Traffic-Security Patrolman in Parking and Traffic Service, at an annual salary of \$3,900.00, effective at the close of the day October 19, 1964. (Budgeted salary \$3,900.00 for 12 months; Item No. 7; p. 298.)

2670. Employ Mr. Eldon Dwain Higgins as Traffic-Security Patrolman in Parking and Traffic Service, at an annual salary of \$3,900.00, effective November 1, 1964, through August 31, 1965, vice Mr. Leo Roland LaBerge, Jr., resigned. (Budgeted salary \$3,900.00 for 12 months; Item No. 7; p. 298.)

2671. Appropriate from the unappropriated balance (Parking and Traffic Service) the sum of \$1,200.00 to the Student Assistants and/or Part-time Help Account in the budget for Parking and Traffic Service. (Account No. 291-1600; Traffic Chief, Mr. Bill Daniels; Item No. 12; p. 299.)

Student Health Service

2672. Accept the resignation of Mrs. Mary Gladys Duvall, Registered Nurse, Student Health Service, at an annual base salary of \$4,115.00, plus meals valued at \$145.00 per year, effective at the close of the day November 17, 1964. (Budgeted base salary \$4,115.00, plus meals valued at \$145.00 per year; Item No. 6; p. 304.)

2673. Accept the resignation of Mrs. Opal Mae Bond, Registered Nurse in the Student Health Service, at an annual salary of \$4,080.00 for 12 months, effective at the close of the day October 31, 1964. (Budgeted \$4,080.00 for 12 months; Item No. 10; p. 304.)

2674. Employ Mrs. Ella Augusta Ewing as a Registered Nurse in the Student Health Service at an annual salary of \$4,080.00 including meals valued at \$145.00 per year, effective October 26, 1964, through August 31, 1965. (This salary \$3,342.65 will be paid from prior year balances; Item No. 10A; p. 304.)

2675. Employ Mrs. Hattie D. Haseloff as a Licensed Vocational Nurse in the Student Health Service at an annual base salary of \$2,855.00, plus five meals per week valued at \$145.00 per year, effective October 22, 1964, through August 31, 1965. (Budgeted \$2,760.00 for 12 months; Item No. 18; p. 305.)

2676. Employ Mrs. Lorene Welch as a Licensed Vocational Nurse in Student Health Service at an annual base salary of \$2,855.00, plus meals valued at \$145.00 per year, effective November 9, 1964, through August 31, 1965. (New position. This salary will be paid from prior year balances; Item No. 18A, p. 305.)

2677. Accept the resignation of Mrs. Julia Lucille Benford, Custodial Worker in the Student Health Service at an annual salary of \$2,160.00 including meals valued at \$145.00 per year, effective at the close of the day November 2, 1964. (Budgeted salary \$2,160.00 for 12 months; Item No. 21; p. 305.)

2678. Employ Mrs. Ruby Lee Hobdy as a Custodial Worker in the Student Health Service at an annual salary of \$1,920.00, including meals valued at \$145.00 per year, effective October 24, 1964, through August 31, 1965. (This salary will be paid from the unencumbered balance; Item No. 21A; p. 305.)

2679. Accept the resignation of Mrs. Marie Lance, Cook I in the Student Health Service, at an annual base salary of \$2,375.00 plus meals valued at \$145.00 per year, effective at the close of the day October 13, 1964. (Budgeted base salary \$2,375.00 per year plus meals valued at \$145.00 per year; Item No. 24; p. 305.)

2680. Employ Mrs. Louise Kathryn Long as Cook I in the Student Health Service at an annual salary of \$2,520.00, including meals valued at \$145.00 per year, effective November 1, 1964, through August 31, 1965, vice Mrs. Marie Lance, resigned. (Budgeted salary \$2,520.00 for 12 months, including meals valued at \$145.00 per year; Item No. 24; p. 305.)

Student Union

2681. Accept the resignation of Mrs. Linda Jan Jackson, Clerk I in the Student Union at an annual salary of \$2,640.00, effective at the close of the day October 16, 1964. (Budgeted salary \$2,640.00 for 12 months; Item No. 8; p. 308.)

2682. Employ Mrs. Elsie Jean Fulkerson as Clerk I in the Student Union at an annual salary of \$2,640.00, effective October 26, 1964, through August 31, 1965, vice Mrs. Linda Jan Jackson, resigned. (Budgeted salary; Item No. 8; p. 308.)

2683. Accept the resignation of Mr. William Thomas Gaither, Snack Bar Supervisor in the Student Union at an annual base salary of \$3,197.00 plus six meals per week valued at \$163.00 per year, effective at the close of the day October 31, 1964. (Budgeted annual base salary \$3,197.00, plus 6 meals per week valued at \$163.00 per year; Item No. 18; p. 309.)

2684. Employ Mrs. Lois Ellen Law as Snack Bar Supervisor in the Student Union at an annual base salary of \$3,197.00, plus six meals per week valued at \$163.00 per year, effective November 1, 1964, through August 31, 1965, vice Mr. William Thomas Gaither, resigned. (Budgeted \$3,360.00 for 12 months; Item No. 18; p. 309.)

The Toreador

2685. Appropriate the sum of \$1,080.00 from Toreador Prior Year Balance (Account No. 280-2200) to Toreador Current Operations (Account No. 291-2200). (To Maintenance, Equipment and Travel; p. 319.)

2686. Employ Miss Brenda Sue Thornburg as Feature Editor of The Toreador at a salary rate of \$40.00 per month, effective October 1, 1964, through May 31, 1965, vice Mr. Michael O. Reed, resigned. (Budgeted salary \$360.00 for 9 months; Item No. 11; p. 317.)

2687. Accept the resignation of Miss Jean Carolyn Mogridge, Copy Editor of The Toreador at a salary of \$270.00 for nine months, effective at the close of the day November 15, 1964. (Budgeted salary \$270.00 for 9 months; Item No. 17; p. 317.)

2688. Employ Mr. James Michael Ferrell as Copy Editor of The Toreador at a salary rate of \$30.00 per month, effective November 16, 1964, through May 30, 1965, vice Miss Jean Carolyn Mogridge, resigned. (Budgeted salary \$270.00 for 9 months; Item No. 17; p. 317.)

Residence Halls

2689. Employ Mrs. Janice Raye Roberts as an In-Training Dietitian in Clement Hall at an annual base salary of \$2,805.00, plus room for twelve months valued at \$420.00 and meals for eleven months valued at \$495.00, effective October 19, 1964, through August 31, 1965. (Budgeted; Item No. 24; p. 328.)

Residence Halls (Dining Room and Kitchen)

2690. Accept the resignation of Miss Gordy Maxine Thatcher, Assistant Dietitian in Residence Halls (Dining Room and Kitchen), at an annual base salary of \$3,165.00, plus apartment and meals valued at \$915.00 per year, effective at the close of the day November 21, 1964. (Budgeted annual base salary \$3,165.00 plus apartment and meals valued at \$915.00 per year; Item No. 25A; p. 328.)

2691. Revise the contract of Mrs. Janice Raye Roberts, Residence Halls (Dining Room and Kitchen), from "In-Training Dietitian at an annual base salary of \$2,805.00, plus apartment and meals valued at \$915.00" to "Assistant Dietitian at an annual base salary of \$2,805.00, plus apartment and meals valued at \$915.00," effective November 22, 1964, through August 31, 1965, vice Miss Gordy Maxine Thatcher, resigned. (Budgeted annual base salary \$3,165.00 plus room for 12 months valued at \$420.00 and meals for 11 months valued at \$495.00; Item No. 25A; p. 328.)

Residence Halls (Central Food Facilities)

2692. Employ Mr. Joe Blanks Holmes as Manager, Residence Halls Central Food Facilities, at an annual salary of \$6,060.00, effective November 16, 1964, through August 31, 1965. (Budgeted salary \$6,060.00 for 12 months; Item No. 1; p. 330.)

2693. Employ Mr. Henry Ford Davis as Warehouse Foreman, Residence Halls Central Food Facilities, at an annual base salary of \$4,260.00, effective November 16, 1964, through August 31, 1965. (Budgeted salary \$4,260.00 for 12 months; Item No. 2; p. 330.)

Residence Halls (Maintenance)

2694. Terminate the contract of Mr. Richard Pomeroy Duncan, Maintenance and Repairman I in Residence Halls (Maintenance) at a base salary of \$3,575.00, plus lunch five days per week valued at \$145.00 per year, effective at the beginning of the day October 1, 1964. (Budgeted annual base salary \$3,395.00 plus lunch 5 days per week valued at \$145.00 per year; Item No. 9; p. 333. Re: Item No. 2428, Board Minutes of October 24, 1964.)

2695. Accept the resignation of Mr. Herbert Daniel McAnear, Maintenance and Repairman II at an annual salary of \$4,260.00, including five meals per week valued at \$145.00 per year, effective at the close of the day October 28, 1964. (Budgeted \$4,260.00 for 12 months; Item No. 11; p. 333.)

2696. Employ Mr. James Monroe Ayers as Maintenance and Repairman II in Residence Halls Maintenance at an annual base salary of \$3,935.00, plus lunch five days per week valued at \$145.00 per year, effective November 3, 1964, through August 31, 1965, vice Mr. H. D. McAnear, resigned. (Budgeted \$4,260.00 for 12 months; Item No. 11; p. 333.)

Residence Halls Maintenance

2697. Employ Mr. James Alton Maze as Locksmith in Building Maintenance at an annual salary of \$3,540.00, effective October 19, 1964, through August 31, 1965, vice Mr. Ben T. Beal, deceased. (Budgeted salary \$3,540.00 for 12 months; Item No. 15; p. 334.)

2698. Employ Mr. James Quinton Greene as Refrigeration and Air Conditioning Mechanic in Residence Halls Maintenance at an annual salary of \$4,260.00, effective October 5, 1964, through August 31, 1965. (New Position. This salary in the amount of \$3,859.19 will be paid from unappropriated balances; Item No. 16A; p. 334.)

2699. Employ Mr. Domingo Lopez Cantu as Laborer II in Residence Halls Maintenance at an annual salary of \$3,000.00, effective October 5, 1964, through August 31, 1965. (New Position; this salary will be paid from unappropriated balances, Dormitory Administration, Account No. 291-9600; Item No. 16B, p. 334.)

2700. Employ Mr. Alberto Garcia as Laborer I in Residence Halls Maintenance at an annual salary of \$2,520.00, effective October 5, 1964, through August 31, 1965. (New Position; this salary will be paid from unappropriated balances, Dormitory Administration, Account No. 291-9600; Item No. 16C; p. 334.)

Name of Buildings (Letters in Response)

2701. Incorporate in the Minutes for record purposes letters from Mr. W. P. Clement, Dr. W. B. Gates, Dr. Eunice J. Gates (Mrs. W. B.), and Mr. C. I. (Stoney) Wall, expressing appreciation for the honor of having a residence hall named for them. A copy of each letter is attached and made a part of the Minutes. (Clement, Attachment No. 6; Gates, Attachment No. 7; Wall, Attachments No. 8 and No. 8A.)

Texas Technological College Museum

2702. Approve an honorarium in the amount of \$50.00 to Mr. Alexis A. Praus, Director of the Kalamazoo Public Museum, 315 South Rose Street, Kalamazoo, Michigan, for his services as a consultant in the Texas Technological College Museum on November 1-2, 1964. This is to be paid from the West Texas Museum Association Account No. 391-2490.

Testing and Counseling Center

2703. Appropriate from the unappropriated balance the sum of \$382.37 to the Testing and Counseling Center Maintenance, Equipment and Travel Account. (1964-65 Budget; Item No. 6; p. 17.)

Biology

2704. Accept the resignation of Mr. Bryan Kent Parrish, Jr., Laboratory Stores Clerk, Department of Biology, at an annual salary of \$3,180.00, effective at the close of the day December 12, 1964. (Budgeted salary \$3,180.00 for 12 months; Item No. 37; p. 46.)

Music

2705. Employ Mrs. Susie Elese Barr as Clerk I in the Department of Music at an annual salary of \$3,000.00, effective November 24, 1964, through May 31, 1965. (New Position; Item No. 34A; p. 84. The \$1,558.33 required for this contract will be paid from the unappropriated balance.)

Office of the Dean of Home Economics

2706. Revise the contract of Mrs. Wanda Lou Tolbert, Office of the Dean of Home Economics, from "Secretary II (116) at an annual salary of \$3,360.00" to "Secretary III (117) at an annual salary of \$3,720.00," effective December 1, 1964, through August 31, 1965. (Budgeted salary \$3,360.00 for 12 months; Item No. 3; p. 138. The additional \$270.00 required for this contract will be paid from the unappropriated balances.)

Army ROTC Flight Training Contract

2707. Approve Modification Nr 1, Supplemental Agreement to the Army ROTC Flight Training Contract (No. DA34-031; AIV-2779) with the United States Army Artillery and Missile Center, Fort Sill, Oklahoma, and authorize the Chairman to sign for the Board. The above-numbered contract is modified as follows:

Army ROTC Flight Training Contract (Continued)
2707. (continued)

1. Pursuant to allocation of additional student quota of three (3) for participation in the Army ROTC Flight Training Program for School Year 1964-65, Subject Contract is modified as follows:
 - a. Special Condition 1-d is amended to provide that the training program shall be adequate to train an additional three (3) trainees or a total of thirteen (13) trainees during the contract period.
 - b. Special Condition 2-e(1), line 7, the figure \$5,252.60" is changed to read "\$6,775.88."
 - c. Total contract price is changed from \$5,252.60 to \$6,775.88, an increase of \$1,523.28, chargeable to appropriation shown above.
2. In Special Condition 1-e(3), AR 40-110 is deleted and AR 40-501 substituted therefor.
3. Special Condition 2-g, in line 5 the word "series" is changed to read "serious."

Except as hereby modified, all terms and conditions of said contract as heretofore modified remain unchanged and in full force and effect. This Supplemental Agreement is entered into pursuant to the authority of 10 U.S.C. 2304 (a) (5) (if applicable).

Library

2708. Appropriate from the unappropriated balance the sum of \$350.00 to the Library, Books, Periodicals and Binding. (1964-65 Budget; Item No. 42; p. 162.)

Educational Television

2709. Appropriate from the unappropriated balance the sum of \$26,595.00 to the Educational Television budget for 1964-65. (1964-65 Budget; p. 167.)

Building Maintenance

2710. Approve the transfer of \$12,000.00 from Building Maintenance Account No. 191-7500 to Building Maintenance Part-time Help and Miscellaneous Labor Account No. 191-7500-01.7. (1964-65 Budget; from Item No. 38, p. 187; to Item No. 37, p. 186.)

In-State Leaves

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

2711. Grant permission to Dr. Anthony A. Gioia, Assistant Professor of Mathematics, to go to Waco, Texas, from December 10, 1964, through December 13, 1964, to attend the Texas Section of the Mathematics Association of America and the Texas Academy of Science to present a research paper entitled: "On Square-free Divisors"; partial expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.

2712. Grant permission to Dr. L. Marshall Nagle, Associate Professor of Education and Assistant Director of Teacher Education, to take annual military leave as provided by Article 5769b-1, Revised Civil Statutes, (H.B. No. 761), 53rd Legislature, 1953, without loss of pay, effective November 22, 1964, through December 5, 1964.

2713. Grant permission to Mr. John Ralph Rollans, Instructor in Mathematics, to go to Waco, Texas, from December 10, 1964, through December 13, 1964, to attend the meeting of the Texas Section of the Mathematics Association of America and the meeting of the Texas Academy of Science, to read a research paper entitled: "P-Groups With Elements of Infinite Height"; partial expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.

In-State Leaves (Continued)

2714. Grant permission to Dr. Ronald E. Sherriffs, Assistant Professor in the Department of Speech, to go to Dallas, Texas, from October 23, 1964, through October 25, 1964; at no expense to the College.

2715. Revise Item No. 37, Board Minutes of October 24, 1964, granting permission to Mr. E. J. Urbanovsky, Professor and Head of the Department of Park Administration, Horticulture and Entomology, to go to Dallas, Texas, to read "November 16, 1964, through November 17, 1964" instead of "on November 19, 1964."

2716. Grant permission to Mr. Arunkumar M. Vaidya, Assistant Professor of Mathematics, to go to Waco, Texas, from December 10, 1964, through December 13, 1964, to attend the Texas Section of the Mathematical Association of America and the Texas Academy of Sciences, to present a research paper entitled: "On Square-Free Divisors"; expenses are to be paid from the Department of Mathematics Maintenance, Equipment and Travel Account.

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:

2717. Grant permission to Mr. Alonzo F. Adkins, Instructor in the Department of Electrical Engineering, to go to Norman, Oklahoma, from November 8, 1964, through November 12, 1964, to read an original research paper entitled: "Solution to Network Equations Using Topological Formulation" at the 1620 Users' Conference; expenses are to be paid from the Department of Electrical Engineering Maintenance, Equipment and Travel Account.

2718. Grant permission to Dr. William B. Arper, Jr., Professor in the Department of Geosciences, to go to Miami Beach, Florida, from November 14, 1964, through November 23, 1964, to attend the annual meetings and field trips of the Geological Society of America, in order to gain information which will be incorporated into classroom use at Texas Tech. Partial expenses are to be paid from the Department of Geosciences Maintenance, Equipment and Travel Account.

2719. Grant permission to Dr. Clifford Charles Ashby, Associate Professor in the Department of Speech, to go to Fayetteville, Arkansas, from October 29, 1964, through October 31, 1964, to attend the annual meeting of the Southwest Theatre Conference at the University of Arkansas, in order to gain information for classroom use at Texas Tech; expenses are to be paid from the Department of Speech Maintenance, Equipment and Travel Account.

2720. Grant permission to Mr. Cecil I. Ayers, Professor in the Department of Agronomy and Range Management, to go to Kansas City, Missouri, and Chicago, Illinois, from November 21, 1964, through December 1, 1964, to accompany the Texas Tech Crops Team, as coach and faculty sponsor, to the National Collegiate Crops Contest at Kansas City, and the International Collegiate Crops Contest at Chicago; expenses are to be paid from the Department of Agronomy and Range Management Maintenance, Equipment and Travel Account.

2721. Grant permission to Dr. Mohamed Mohamed Ayoub, Associate Professor of Industrial Engineering and Engineering Drawing, to go to New York, New York, from December 1, 1964, through December 3, 1964, to attend the ASME National Conference, Human Factors and Biomechanics Section, and gain information which will be incorporated into classroom work at Texas Tech; expenses are to be paid from the Department of Industrial Engineering and Engineering Drawing Maintenance, Equipment and Travel Account.

2722. Grant permission to Mr. Royce E. Ballinger, Teaching Assistant in Biology, to go to Guaymas, Mexico, and the Gulf of California, from November 24, 1964, through December 1, 1964, to collect insular lizards to be used on various phases of research pertinent to the ecological and evolutionary study of the Genus Uta; at no expense to the College.

2723. Grant permission to Mr. Gregory Bogard, Veterinary Attendant, Animal Husbandry Herds and Flocks, to go to Chicago, Illinois, from November 20, 1964, through December 1, 1964, to compete with the Livestock Judging Team at the International Livestock Exposition; at no expense to the College.

Out-of-State Leaves (Continued)

2724. Grant permission to Dr. Floyd D. Boze, Dean of Admissions and Registrar, to go to Tinker AFB, Oklahoma, on October 28, 1964, as a guest of the Air Science Department at Texas Tech; at no expense to the College.

2725. Grant permission to Dr. Floyd D. Boze, Dean of Admissions and Registrar, to go to Milwaukee, Wisconsin, from November 13, 1964, through November 15, 1964, to attend the Admissions Policies and Practices Committee Meeting of the American Association of Collegiate Registrars and Admission Officers at Marquette University; at no expense to the College.

2726. Grant permission to Dr. Floyd D. Boze, Dean of Admissions and Registrar, to go to Louisville, Kentucky, from November 27, 1964, through December 4, 1964, to attend the annual meeting of the Southern Association of Colleges and Schools in order to study current problems of college admissions and to coordinate admissions and registration practices with the junior colleges and other senior institutions; this trip is required of Dr. Boze as Dean of Admissions and Registrar at Texas Tech; expenses are to be paid from the Office of the Registrar Maintenance, Equipment and Travel Account.

2727. Grant permission to Dr. John R. Bradford, Dean of the School of Engineering and Professor of Chemical Engineering, to go to Boston, Massachusetts; Dallas, Texas; Chicago, Illinois; Cleveland, Ohio; and Washington, D.C., from December 4, 1964, through December 11, 1964, to attend the annual meeting of the American Institute of Chemical Engineers at Boston, to secure the latest information on trends and research in Chemical Engineering for use in preparing for the inspection by the Engineers' Council for Professional Development during the spring of 1965; to interview potential professorial-rank staff members in Dallas, Chicago, and Cleveland; and to call on the National Institute of Health in Washington, D.C., regarding the proposed Human Factors Laboratory work in Industrial Engineering. Expenses are to be paid from the Office of the Dean of Engineering Maintenance, Equipment and Travel Account.

2728. Grant permission to Dr. L. Ann Buntin, Professor and Head of the Department of Home Economics Education, to go to Minneapolis, Minnesota, from December 7, 1964, through December 11, 1964, to attend the national meeting of the American Vocational Association in order to gain information concerning vocational education which will be of value in further development of home economics education for vocational homemaking teachers at Texas Tech; expenses are to be paid from the Department of Home Economics Education Maintenance, Equipment and Travel Account.

2729. Grant permission to Mr. Carl J. Childers, Jr., Assistant Professor in the Department of Architecture and Allied Arts, to go to Washington, D. C., from October 23, 1964, through October 25, 1964, to attend and participate in a Department of Defense briefing on a new approach to promote the incorporation of shelter into design projects; at no expense to the College.

2730. Grant permission to Dr. Beatrix Cobb, Professor of Psychology and Director of the Rehabilitation Counselor Training Program, to go to Ardmore, Oklahoma, from November 23, 1964, through November 24, 1964; at no expense to the College.

2731. Revise Item No. 43, Board Minutes of October 24, 1964, granting permission to Dr. Beatrix Cobb, Director, Rehabilitation Counselor Training, Department of Psychology, to go to Los Angeles, California, from December 2, 1964, through December 6, 1964, to read "at no expense to the College" instead of "expenses are to be paid from Teaching and Traineeship Grant (Account No. 391-1263)."

2732. Grant permission to Mrs. Edith M. Cruce, Registered Nurse, Student Health Service, to go to Norman, Oklahoma, from December 5, 1964, through December 8, 1964, to attend the Southwestern section of the American College Health Association to secure information to be used in improving the student health services at Texas Technological College; partial expenses are to be paid from the Student Health Service Maintenance, Equipment and Travel Account.

Out-of-State Leaves (Continued)

2733. Grant permission to Mr. Orlando Cuellar, Graduate Research Assistant on the Organized Research Project, "Experimental Systematics in the Lizard Genus *Uta*" to go to Guaymas, Mexico and the Gulf of California, from November 25, 1964, through December 1, 1964, to collect insular lizards to be used on various phases of research; partial expenses are to be paid from the Organized Research Account No. 391-3305. (Principal Investigator, Dr. Donald Ward Tinkle.)

2734. Grant permission to Dr. Raymond L. Davidson, Professor in the Department of Education and Philosophy, to go to Tinker AFB, Oklahoma, on October 28, 1964, as a guest of the Air Science Department at Texas Tech; at no expense to the College.

2735. Revise Item No. 661, Board Minutes of August 22, 1964, granting permission to Dr. J. William Davis, Professor and Head of the Department of Government, to go to Chicago, Illinois, to include going to Dallas, Texas, on September 11, 1964, to confer with the convention manager of the Hotel Adolphus on arrangements for a meeting of the Southwest Social Science Association.

2736. Grant permission to Dr. J. William Davis, Professor of Government, to go to Kansas City, Missouri, from October 8, 1964, through October 9, 1964, to attend a meeting of the Big Eight Conference; at no expense to the College.

2737. Grant permission to Dr. J. William Davis, Professor of Government, to go to Durham, North Carolina, from November 12, 1964, through November 14, 1964, to attend the Southern Political Science Association and interview prospective staff members for the Department of Government; expenses are to be paid from the Department of Government Maintenance, Equipment and Travel Account.

2738. Grant permission to Mrs. Johnny L. Dorsey, Instructor in the Department of Clothing and Textiles, to go to Chicago, Illinois, from October 28, 1964, through November 1, 1964, to attend the Twentieth Conference of College Teachers of Clothing and Textiles in order to gather information for classroom use at Texas Tech; expenses are to be paid from the Department of Clothing and Textiles Maintenance, Equipment and Travel Account.

2739. Grant permission to Mr. Richard Duran, Associate Professor in the Department of Architecture and Allied Arts, to go to Washington, D. C., from October 23, 1964, through October 26, 1964, to attend briefing for qualified shelter analysis instructors; at no expense to the College.

2740. Grant permission to Dr. Ralph M. Durham, Professor and Head of the Department of Animal Husbandry, to go to Chicago, Illinois, from November 20, 1964, through December 1, 1964, to accompany the Livestock Judging Team to the International Livestock Exposition and obtain ideas and information to be used in improving classroom teaching at Texas Tech; expenses are to be paid from the Department of Animal Husbandry Maintenance, Equipment and Travel Account.

2741. Grant permission to Mr. Gary Wright Ferguson, Research Assistant in Biology, to go to Guaymas, Mexico and the Gulf of California, from November 25, 1964, through December 1, 1964, to collect specimens for zoology research at Texas Tech; at no expense to the College.

2742. Grant permission to Mrs. Shelba Flenniken, Secretary II, Student Health Service, to go to Norman, Oklahoma, from December 5, 1964, through December 8, 1964, to attend the annual meeting of the Southwestern Section of the American College Health Association. Mrs. Flenniken will become Secretary-Treasurer for the Southwestern Section for 1965, and it will be necessary for her to learn the correct procedure for acquiring speakers, making reservations, and planning programs. Expenses are to be paid from the Student Health Service Maintenance, Equipment and Travel Account.

2743. Grant permission to Mr. David Erland Charles Forslund, Assistant Professor in the Department of English, to go to Tucson, Arizona, from November 5, 1964, through November 8, 1964; at no expense to the College.

Out-of-State Leaves (Continued)

2744. Grant permission to Mr. Charles T. Gaskins, Meats Laboratory Supervisor, to go to Madison, Wisconsin, from November 26, 1964, through December 4, 1964, to accompany and coach the Meats Judging Team in contest at the International Livestock Exposition, and to obtain ideas and information for use in improving classroom instruction in the Department of Animal Husbandry; expenses are to be paid from the Department of Animal Husbandry Maintenance, Equipment and Travel Account.

2745. Grant permission to Miss Mary Agnes Gerlach, Assistant Professor in the Department of Clothing and Textiles, to go to Chicago, Illinois, from October 23, 1964, through October 31, 1964, to attend the Twentieth Conference of College Teachers of Clothing and Textiles in order to gather information for classroom use at Texas Tech; expenses are to be paid from the Department of Clothing and Textiles Maintenance, Equipment and Travel Account.

2746. Grant permission to Dr. John C. Gilliam, Associate Professor in the Department of Business Education and Secretarial Administration, to go to Stillwater, Oklahoma, from October 29, 1964, through October 31, 1964, to attend the College Conference on Economic Education at Oklahoma State University and gather information on the latest developments in economic education for classroom use at Texas Tech; expenses are to be paid from the Department of Business Education and Secretarial Administration Maintenance, Equipment and Travel Account.

2747. Grant permission to Dr. R. C. Goodwin, President, to go to Louisville, Kentucky, on November 30, 1964, to appear before the Committee on Standards to present the annual report on Graduate Studies at Texas Technological College; expenses are to be paid from the Office of the President Maintenance, Equipment and Travel Account.

2748. Grant permission to Mr. F. E. Green, Acting Director of the Museum, to go to Grand Junction, Colorado, from November 15, 1964, through November 17, 1964, to transfer the "Harold Bryant Collection" from the Mesa County Foundation to the West Texas Museum, as part of his duties as Acting Director of the Museum; expenses are to be paid from the Museum Art Fund (Account No 391-2450).

2749. Grant permission to Dr. Paul G. Griffith, Professor of Electrical Engineering, to go to Stanford, California, from November 8, 1964, through November 12, 1964, to confer with the research faculty of Stanford University concerning its solid-state laboratory facilities. Information gained will enable Texas Tech to accelerate its solid-state research program; expenses are to be paid from the Department of Electrical Engineering Maintenance, Equipment and Travel Account.

2750. Grant permission to Dr. A. J. Gully, Professor and Head of the Department of Chemical Engineering, to go to Boston, Massachusetts, and other points in the Northwest area from December 5, 1964, through December 11, 1964, to attend the 57th Annual Meeting of the American Institute of Chemical Engineers in Boston, and to visit institutions in Massachusetts and other states to establish research contacts and to interview prospective faculty members; expenses are to be paid from the Department of Chemical Engineering Maintenance, Equipment and Travel Account.

2751. Grant permission to Dr. Arthur H. Hafner, Associate Professor in the Department of Education and Philosophy, to go to Oklahoma City, Oklahoma, from November 11, 1964, through November 15, 1964, to attend the District III Conference of Phi Delta Kappa; at no expense to the College.

2752. Grant permission to Mr. Robert E. Heaberlin, Assistant Professor in the Department of Psychology, to go to Los Angeles, California, from December 2, 1964, through December 6, 1964, to attend the National Meeting of Coordinators and Directors of Rehabilitation Counselors; at no expense to the College.

2753. Grant permission to Dr. George G. Heather, Dean of the School of Business Administration, to go to Washington, D. C., from November 7, 1964, through November 12, 1964, to attend the annual meeting of the Business Division of the Association of State Universities and Land-Grant Colleges and gain information which will be of benefit in managing the School of Business Administration at Texas Tech; expenses are to be paid from the Office of the Dean of Business Administration Maintenance, Equipment and Travel Account.

Out-of-State Leaves (Continued)

2754. Grant permission to Dr. George G. Heather, Dean of the School of Business Administration, to go to Atlanta, Georgia, from November 12, 1964, through November 15, 1964, to attend the annual meeting of the Southern Economic Association. Participation in meetings with other business administration deans and faculty and the attempted recruitment of new faculty for Texas Tech will prove to be of value to Tech. Expenses are to be paid from the Office of the Dean of Business Administration Maintenance, Equipment and Travel Account.

2755. Grant permission to Dr. Gene Hemmle, Professor and Head of the Department of Music, to go to St. Louis, Missouri, from November 24, 1964, through November 30, 1964, to attend the meeting of the National Association of Schools of Music in order to learn new methods of teaching music literature and music education which will be incorporated into classroom use at Texas Tech; expenses are to be paid from the Department of Music Maintenance, Equipment and Travel Account.

2756. Grant permission to Dr. John R. Hildebrand, Associate Professor of Economics, to go to Atlanta, Georgia, from November 12, 1964, to November 15, 1964, to attend the Southern Economic Association annual meetings in order to gain information which will be incorporated into classroom instruction at Texas Tech; expenses are to be paid from the Department of Economics Maintenance, Equipment and Travel Account.

2757. Grant permission to Mr. John Hobbs, Public Information Representative in the Department of Public Information, to go to Tinker AFB, Oklahoma, on October 28, 1964; at no expense to the College.

2758. Grant permission to Dr. W. C. Holden, Professor of History, to go to Santa Fe, New Mexico, from October 9, 1964, through October 11, 1964, to represent Texas Tech at the dedication of Saint John's College; at no expense to the College.

2759. Grant permission to Mr. Jerry P. House, Assistant Purchasing Agent in the Office of the Purchasing Agent, to go to Oklahoma City, Oklahoma, from October 25, 1964, through October 27, 1964, to attend the regional meeting of the T-O-A Group of National Association of Educational Buyers; Texas Tech will benefit by information gained from lectures and discussions concerning trends, new sources of supply and new equipment and supplies available; expenses will be paid from the Office of the Purchasing Agent Maintenance, Equipment and Travel Account.

2760. Grant permission to Dr. William K. Ickes, Associate Professor of Speech, to go to Hobbs, New Mexico, on November 5, 1964; at no expense to the College.

2761. Revise Item No. 55, Board Minutes of October 24, 1964, granting permission to Dr. William K. Ickes, Associate Professor of Speech, to go to San Francisco, California, to read "November 19, 1964, through November 25, 1964" instead of "November 20, 1964, through November 25, 1964."

2762. Grant permission to Mr. Alonzo David Jacka, Associate Professor of Geosciences, to go to Carlsbad, New Mexico, from November 14, 1964, through November 15, 1964, to attend a field conference on the geology of the Permian Basin at no expense to the College.

2763. Grant permission to Mr. Alonzo David Jacka, Associate Professor of Geosciences, to go to Miami Beach, Florida, from November 18, 1964, through November 22, 1964, to read an original research paper entitled: "A Rational Classification of Ancient Shelf and Platform Deposits"; expenses are to be paid from the Department of Geosciences Maintenance, Equipment and Travel Account.

2764. Grant permission to Mr. R. C. Janeway, Librarian in the College Library, to go to Little Rock, Arkansas, from October 21, 1964, through October 24, 1964, to attend the biennial conference of the Southwestern Library Association in order to keep abreast of current developments in the library field; this trip is required of the position of College librarian; expenses are to be paid from the College Library Maintenance, Equipment and Travel Account.

Out-of-State Leaves (Continued)

2765. Grant permission to Dr. Fred P. Kallina, Director, Student Health Service, to go to Norman, Oklahoma, from December 5, 1964, through December 8, 1964, to participate in and attend the annual meeting of the Southwestern Section of the American College Health Association; Dr. Kallina will gain a greater knowledge and understanding of the student problems in order to be able to better serve their needs; expenses are to be paid from the Student Health Service Maintenance, Equipment and Travel Account.

2766. Grant permission to Miss Alice Maria Kent, Assistant Professor of Foreign Languages, to go to Norman, Oklahoma, from November 19, 1964, through November 21, 1964, to take the Ph. D. examination; at no expense to the College.

2767. Grant permission to Dr. Karl W. Klement, Assistant Professor of Geosciences, to go to Carlsbad, New Mexico, from November 14, 1964, through November 15, 1964, to attend a field conference on the geology of the Permian Basin; at no expense to the College.

2768. Grant permission to Mr. Alvy Leon King, Teaching Assistant in the Department of History, to go to Little Rock, Arkansas, from November 12, 1964, through November 14, 1964, to attend the annual meeting of the Southern Historical Association to gather information which will be incorporated into classroom work at Texas Tech; at no expense to the College.

2769. Grant permission to Dr. Robert M. Lawrence, Assistant Professor of Government, to go to Pasadena, California, from December 7, 1964, through December 9, 1964, to participate in a conference on Power and Responsibility in International Relations, co-sponsored by the International Studies Association and the Institute on World Affairs, and to read an original research paper entitled, "Responsibility in the Use of Military Power"; expenses are to be paid from the Department of Government Maintenance, Equipment and Travel Account.

2770. Grant permission to Miss Helen Alma Lindell, Assistant Professor of Speech, to go to San Francisco, California, from November 19, 1964, through November 25, 1964, to attend the annual meeting of the American Speech and Hearing Association in order to gain information which will be incorporated into classroom use at Texas Tech; expenses are to be paid from the Department of Speech Maintenance, Equipment and Travel Account.

2771. Grant permission to Mr. Robert E. Martin, Associate Professor of Mechanical Engineering, to go to Phoenix, Arizona, from November 21, 1964, through November 23, 1964, to perform consulting services in connection with previously approved consulting work; at no expense to the College.

2772. Grant permission to Mr. Robert L. Mason, Supervising Engineer in the Office of the Supervising Engineer, to go to Washington, D. C., from October 23, 1964, through October 25, 1964, to attend an updating briefing for qualified fallout shelter analysis instructors which will be conducted by the Architectural and Engineering Development Division, Office of Civil Defense, Department of the Army; at no expense to the College.

2773. Grant permission to Mr. Robert L. Mason, Supervising Engineer, to go to Lawrence, Kansas, from November 7, 1964, through November 11, 1964, to attend the annual meeting of the Central States Regional Association of Physical Plant Administrators of Universities and Colleges; and to go to Manhattan, Kansas, from November 11, 1964, through November 15, 1964, to inspect mechanical and electrical equipment at Kansas State University; this trip is required of Mr. Mason as Supervising Engineer in order to help him keep abreast of experiences of other designers, specialists and operators; expenses are to be paid from the Office of the Supervising Engineer Maintenance, Equipment and Travel Account.

2774. Grant permission to Dr. Richard B. Mattox, Professor and Head of the Department of Geosciences, to go to Carlsbad, New Mexico, from November 14, 1964, through November 15, 1964, to attend a field conference on the geology of the Permian Basin in order to gain information which will be incorporated into classroom use at Texas Tech; expenses are to be paid from the Department of Geosciences Maintenance, Equipment and Travel Account.

Out-of-State Leaves (Continued)

2775. Grant permission to Dr. Richard B. Mattox, Professor and Head of the Department of Geosciences, to go to Moab, Utah, from November 23, 1964, through November 29, 1964, to confer with Mr. Bates Wilson of the National Park Service on research projects for graduate students of the Geosciences Department at Texas Tech, to secure subsurface data for use in this department, and to secure field data for a research paper; at no expense to the College.

2776. Grant permission to Mr. D. M. McElroy, Director of Educational Television, to go to Washington, D. C., from December 6, 1964, through December 9, 1964, to attend a meeting sponsored by the National Association of Educational Broadcasters through a grant from the U. S. Office of Education; at no expense to the College.

2777. Grant permission to Mr. Charles O. McKinney, Teaching Assistant in the Department of Biology, to go to Guaymas, Mexico and the Gulf of California, from November 25, 1964, through December 1, 1964, to collect materials necessary to facilitate herpetological research; at no expense to the College.

2778. Grant permission to Mr. James F. McNally, Assistant Professor in the Department of Health, Physical Education and Recreation for Men, to go to Portales, New Mexico (December 11, 1964); Albuquerque, New Mexico (December 12, 1964); and Roswell, New Mexico (January 8, 1965); Stillwater, Oklahoma (January 29, 1965); Lawrence, Kansas (January 30, 1965); Boulder, Colorado (February 26, 1965); Fort Collins, Colorado (February 27, 1965); and Ames, Iowa (March 25, 26, and 27, 1965), to coach the Texas Tech Varsity and Freshman Swimmers in dual and championship swimming meets; expenses are to be paid from Swimming (Account No. 291-0070).

2779. Grant permission to Dr. Raymond W. Mires, Assistant Professor of Physics, to go to Minneapolis, Minnesota, from November 15, 1964, through November 20, 1964, to attend a conference on magnetism for the purpose of gaining information to be incorporated into classroom use at Texas Tech; expenses are to be paid from the National Defense Graduate Fellowship Program - Physics (Account No. 391-1196).

2780. Grant permission to Mr. Patric M. Munn, Superintendent of Construction and Maintenance, Building Maintenance, to go to Las Cruces, New Mexico, from November 18, 1964, through November 20, 1964, to attend the annual Physical Plant Superintendent/Foremen Meeting at New Mexico State University; this trip is required of Mr. Munn as part of his duties as Superintendent of Construction and Maintenance in order to keep him abreast of new trends in economical maintenance and operation; expenses are to be paid from Building Maintenance and Utilities Administration Maintenance, Equipment and Travel Account.

2781. Grant permission to Dr. Kline A. Nall, Professor of English, to go to Cleveland, Ohio, from November 25, 1964, through November 29, 1964, to attend the Fifty-fourth Annual Convention of the National Council of Teachers of English, in order to gain information which will be incorporated into classroom use at Texas Tech; expenses are to be paid from the Department of English Maintenance, Equipment and Travel Account.

2782. Grant permission to Mrs. Iris J. Norman, Superintendent and Registered Nurse, Student Health Service, to go to Norman, Oklahoma, from December 5, 1964, through December 8, 1964, to attend the annual meeting of the Southwestern Section of the American College Health Association; Mrs. Norman will gain a greater knowledge and understanding of the student problems in order to be able to better serve their needs; expenses are to be paid from the Student Health Service Maintenance, Equipment and Travel Account.

2783. Grant permission to Mr. M. L. Pennington, Vice President for Business Affairs, to go to Poughkeepsie, New York, from November 13, 1964, through November 20, 1964, to attend an Executive Seminar of IBM to become acquainted with the latest IBM equipment techniques and procedures for possible application to Texas Tech; this trip is required of his position as Vice President for Business Affairs; expenses are to be paid from the Office of the Vice President for Business Affairs Maintenance, Equipment and Travel Account.

Out-of-State Leaves (Continued)

2784. Grant permission to Dr. Florence Eliose Petzel, Professor in the Department of Clothing and Textiles, to go to Washington, D. C., from October 26, 1964, through October 28, 1964, to participate in the work of the annual meeting of the Consumer Interests Committee of the American Home Economics Association; at no expense to the College.

2785. Grant permission to Mr. Norbert J. Pointner III, Instructor in the Department of Architecture and Allied Arts, to go to Washington, D. C., on October 24, 1964, to attend an updating session to retain classification as a qualified instructor in protective construction (structural shielding against radiation), sponsored by the Department of Defense in Washington, D. C.; at no expense to the College.

2786. Grant permission to Dr. Vernon W. Proctor, Professor of Biology, to go to Los Angeles, California, on October 26, 1964; at no expense to the College.

2787. Grant permission to Mr. Lawrence D. Rice, Teaching Assistant in the Department of History, to go to Oklahoma City, Oklahoma, from October 28, 1964, through October 31, 1964, to attend the annual meeting of the Western History Association; at no expense to the College.

2788. Grant permission to Dr. Fred D. Rigby, Dean of the Graduate School, to go to Washington, D. C., from October 27, 1964, through October 29, 1964, to serve as consultant for the Stanford Research Institute and the Logistics Research Project, and to engage in contacts and conferences concerning Federal support of research at Texas Tech; at no expense to the College.

2789. Grant permission to Dr. Fred D. Rigby, Dean of the Graduate School, to go to Chicago, Illinois, from December 10, 1964, through December 12, 1964, to attend the meeting of the Council of Graduate Schools to secure the latest information on trends in graduate studies, admissions requirements and standards for various graduate programs for use in planning the expanded graduate program at Texas Tech; expenses are to be paid from the Office of the Dean of the Graduate School Maintenance, Equipment and Travel Account.

2790. Grant permission to Mr. James G. Robbins, Instructor in Speech, to go to Boulder, Colorado, from November 12, 1964, through November 15, 1964, to accompany the Debate Team in participation in the University of Colorado Debate Tournament; students going will be from Speech courses 235 and 318, for which such participation is a class requirement; expenses are to be paid from the Department of Speech Maintenance, Equipment and Travel Account.

2791. Grant permission to Mr. James G. Robbins, Instructor in Speech, to go to Wichita, Kansas, from November 19, 1964, through November 22, 1964, to accompany the Debate Team on a class-required trip to the Ninth Annual Shock-er Forensic Tournament; expenses are to be paid from the Department of Speech Maintenance, Equipment and Travel Account.

2792. Grant permission to Mr. James Gambrell Robbins, Instructor in Speech, to go to Albuquerque, New Mexico, from December 3, 1964, through December 6, 1964, to accompany and coach the Debate Team in the University of New Mexico Debate Tournament; expenses are to be paid from the Department of Speech Maintenance, Equipment and Travel Account.

2793. Grant permission to Mrs. Marym Robinson, Secretary III in the Department of Education and Philosophy, to go to Ranson, West Virginia, from October 12, 1964, through October 18, 1964, at no expense to the College.

2794. Grant permission to Dr. Billy I. Ross, Associate Professor of Marketing, to go to Dodge City, Kansas, from November 1, 1964, through November 3, 1964; at no expense to the College.

2795. Grant permission to Dr. Robert L. Rouse, Professor and Head of the Department of Finance, to go to Atlanta, Georgia, from November 12, 1964, through November 14, 1964, to attend the Southern Economic Association meeting, to interview prospective staff members, and gather information which will be used in classroom instruction at Texas Tech; expenses are to be paid from the Department of Finance Maintenance, Equipment and Travel Account.

Out-of-State Leaves (Continued)

2796. Grant permission to Dr. John A. Ryan, Professor and Head of the Department of Marketing, to go to Atlanta, Georgia, from November 12, 1964, through November 14, 1964, to attend the annual conference of the Southern Economics Association and the Southern Marketing Association for the purpose of gaining information which will be incorporated into classroom work at Texas Tech; expenses are to be paid from the Department of Marketing Maintenance, Equipment and Travel Account.

2797. Grant permission to Dr. Joseph L. Schuster, Assistant Professor in the Department of Agronomy and Range Management, to go to Washington, D. C., from November 9, 1964, through November 14, 1964, to present findings of an evaluation of the methods used by the Bureau of Land Management to determine range condition and trend; at no expense to the College.

2798. Grant permission to Mr. Ronald Schulz, Associate Professor in the Department of Speech, to go to Fayetteville, Arkansas, from October 29, 1964, through October 31, 1964, to attend the annual meeting of the Southwest Theatre Conference at the University of Arkansas in order to gain information for classroom use at Texas Tech; expenses are to be paid from the Department of Speech Maintenance, Equipment and Travel Account.

2799. Grant permission to Mr. William F. Schwiesow, Associate Professor in the Department of Agricultural Engineering, to go to New Orleans, Louisiana, from December 7, 1964, through December 13, 1964, to attend a meeting on Groundwater Hydrology to secure the most up-to-date information available on underground water research for use in the research program at Texas Tech; expenses are to be paid from the Department of Agricultural Engineering Maintenance, Equipment and Travel Account.

2800. Grant permission to Mr. Albert W. Sechrist, Research Associate on the Irrigation Research Program, to travel to Stanton, Texas; Eldorado, Texas; Hondo, Texas; Austin, Texas; Gonzales, Texas; San Angelo, Texas; Floydada, Texas; Tulia, Texas; Dalhart, Texas; Hereford, Texas; Clovis, New Mexico; Portales, New Mexico; Muleshoe, Texas; Altus, Oklahoma; Tipton, Oklahoma; Memphis, Texas; and Amarillo, Texas, between the dates of October 5, 1964, through October 22, 1964, to test irrigation wells and to test and study the efficiency of irrigation pumps in use in this area; expenses are to be paid from the Organized Research Account No. 391-1052. This item supersedes Item No. 2525, Board Minutes of October 24, 1964.

2801. Grant permission to Dr. R. H. Seacat, Associate Professor of Electrical Engineering, to go to Norman, Oklahoma, from November 8, 1964, through November 12, 1964, to read an original research paper entitled, "Solution to Network Equations Using Topological Formulation" at the 1620 Users' Conference; expenses are to be paid from the Department of Electrical Engineering Maintenance, Equipment and Travel Account.

2802. Grant permission to Mr. Frederick Richard Seddon, Teaching Assistant in the Department of Biology, to go to Guaymas, Mexico and the Gulf of California, from November 25, 1964, through December 1, 1964, to collect research material for herpetological hybridization experiments; at no expense to the College.

2803. Grant permission to Mr. Ralph L. Sellmeyer, Assistant Professor of Journalism, to go to Kansas City, Missouri, from December 2, 1964, through December 6, 1964, to attend the annual meeting of Sigma Delta Chi, National Men's Professional Journalism Society; at no expense to the College.

2804. Grant permission to Mrs. Vera L. J. Simpson, Instructor in the Department of Speech, to go to Ada, Oklahoma, from December 2, 1964, through December 4, 1964, to accompany and coach students who are participating in the Oral Interpretation Entathlon of the East Central Forensic Meet as a part of their course requirements for Speech 237; partial expenses are to be paid from the Department of Speech Maintenance, Equipment and Travel Account.

Out-of-State Leaves (Continued)

2805. Grant permission to Mr. E. Dean Smith, Purchasing Agent in the Office of the Purchasing Agent, to go to Oklahoma City, Oklahoma, from October 25, 1964, through October 27, 1964, to attend the regional meeting of the T-O-A Group of the National Association of Educational Buyers; Texas Tech will benefit by information gained from lectures and discussions concerning trends, new sources of supply, and new equipment and supplies available; expenses will be paid from the Office of the Purchasing Agent Maintenance, Equipment and Travel Account.

2806. Grant permission to Mr. Hollis R. Smith, Chief Accountant in the Office of the Comptroller, to go to Albuquerque, New Mexico, from November 23, 1964, through November 25, 1964, to attend a one-day informational conference concerning the provisions, regulations and procedures of the Economic Opportunity Act of 1964 - Title I, Part C Work-Study Program and the 1964 Amendments to Title II, Loans to Students, NDEA; this trip is required of Mr. Smith's position as Chief Accountant in the Office of the Comptroller; expenses are to be paid from the Office of the Comptroller Maintenance, Equipment and Travel Account.

2807. Grant permission to Mrs. Janeda Stennett, Teaching Assistant in the Department of Speech, to go to Boulder, Colorado, from November 12, 1964, through November 15, 1964, to accompany the Debate Team to participate in the University of Colorado Debate Tournament; at no expense to the College.

2808. Grant permission to Mr. Hugh W. Stephens, Assistant Professor of Government, to go to New Orleans, Louisiana, to attend the Commanding Officers' Conference of the Eighth Marine Corps District, from December 7, 1964, through December 10, 1964, without loss of pay. This is in keeping with Article 5769b-1, Revised Civil Statutes, H. B. No. 761, Fifty-third Legislature, Regular Session, 1953.

2809. Grant permission to Mr. Thomas P. Stover, Advisor to Fraternities, Foreign Students and for Student Loans, Office of the Dean of Student Life, to go to Albuquerque, New Mexico, from November 23, 1964, through November 25, 1964, to attend a one-day informational conference concerning the provisions, regulations and procedures of the Economic Opportunity Act of 1964 (Work-Study Program) and 1964 amendments to the National Defense Student Loan Program; this trip is required of Mr. Stover's position as Advisor to Fraternities, Foreign Students and for Student Loans; expenses are to be paid from the Office of the Dean of Student Life Maintenance, Equipment and Travel Account.

2810. Grant permission to Dr. Paschal Strong, Associate Professor in the Department of Psychology, to go to Los Angeles, California, from December 2, 1964, through December 6, 1964, to attend the National Meeting of Coordinators and Directors of Rehabilitation Counselors; at no expense to the College.

2811. Grant permission to Mr. Thomas Paul Stover, Advisor to Fraternities, Foreign Students and for Student Loans in the Office of the Dean of Student Life, to go to Baton Rouge, Louisiana, from November 5, 1964, through November 7, 1964, to attend the Southwest Regional Conference of the National Association of Foreign Student Affairs in order to gain information to improve the foreign student program at Texas Tech; expenses are to be paid from the Foreign Student Advisor's Fund Maintenance, Equipment and Travel Account.

2812. Grant permission to Dr. Morris F. Stubbs, Professor in the Department of Chemistry, to go to Shreveport, Louisiana, from December 2, 1964, through December 6, 1964, to attend the Southwest Regional Meeting of the American Chemical Society, and to read an original research paper entitled: "The Use of Short Historical Sketches as a Means of Enriching the General Chemical Course"; expenses are to be paid from the Department of Chemistry Maintenance, Equipment and Travel Account.

2813. Grant permission to Mr. John G. Taylor, Business Manager, Office of the Vice President for Business Affairs, to go to Tinker AFB, Oklahoma, on October 28, 1964, as a guest of the Air Science Department at Texas Tech; at no expense to the College.

Out-of-State Leaves (Continued)

2814. Grant permission to Mr. John G. Taylor, Business Manager, Office of the Vice President for Business Affairs, to go to New York, New York, from November 5, 1964, through November 7, 1964, to represent Texas Tech at the "Planning for College and University Facilities" seminar regarding the Higher Education Facilities Act of 1963; this is required of his position as Business Manager for Texas Tech; expenses are to be paid from the Office of the Vice President for Business Affairs Maintenance, Equipment and Travel Account.

2815. Cancel Item No. 69, Board Minutes of October 24, 1964, granting permission to Mr. James M. Thomas, Acting Director of Data Processing, to go to San Francisco, California, from November 2, 1964, through November 6, 1964.

2816. Grant permission to Dr. Henry C. Thomas, Professor in the Department of Physics, to go to Los Alamos, New Mexico, from October 18, 1964, through October 20, 1964, to consult with research scientists at Los Alamos National Laboratory about a research project; at no expense to the College.

2817. Grant permission to Dr. Richard J. Thompson, Assistant Professor in the Department of Chemistry, to go to Shreveport, Louisiana, from December 2, 1964, through December 6, 1964, to attend the Southwest Regional Meeting of the American Chemical Society, and gain information useful in classroom teaching which will be of benefit to Texas Tech; expenses are to be paid from the Department of Chemistry Maintenance, Equipment and Travel Account.

2818. Grant permission to Mr. Bob Lawrence Victor, Spectroscopist for the Department of Chemistry, to go to Chicago, Illinois, from December 15, 1964, through December 19, 1964, to attend a workshop in nuclear magnetic resonance to become acquainted with the latest techniques and procedures in operating the nuclear magnetic resonance spectroscope for possible application in the Department of Chemistry; partial expenses are to be paid from Chemistry Laboratory Manuals, Account No. 391-1112.

2819. Grant permission to Dr. D. M. Vigness, Professor and Head of the Department of History, to go to Washington, D. C., from November 6, 1964 through November 8, 1964, to attend the National Conference of the Regional Interviewing Committees for the Exchange of Teachers on the invitation of the Department of Health, Education and Welfare; at no expense to the College.

2820. Grant permission to Dr. Morris S. Wallace, Professor and Head of the Department of Education and Philosophy, to go to Artesia, New Mexico; Andrews and Plainview, Texas; from November 23, 1964, through November 24, 1964, to accompany graduate students on a required field trip; at no expense to the College.

2821. Grant permission to Dr. Wesley W. Wendlandt, Professor in the Department of Chemistry, to go to Carlsbad, New Mexico, from November 19, 1964, through November 20, 1964, to address the Local Section of the American Chemical Society; at no expense to the College.

2822. Grant permission to Dr. Wesley W. Wendlandt, Professor in the Department of Chemistry, to go to Shreveport, Louisiana, from December 2, 1964, through December 6, 1964, to attend the Twentieth Southwest Regional Meeting of the American Chemical Society in order to read two original research papers: "The Preparation of $[Cr(en)_2]X$ Complexes by the Thermal Matrix Method" and "The Non-Isothermal Kinetics of the Thermal Dissociation of Polythallite"; expenses are to be paid from the Welch Foundation, Grant No. D-075.

2823. Grant permission to Dr. Olive Boone Wheeler, Associate Professor in the Department of Education, to go to Brownwood, Texas, from October 30, 1964, through November 1, 1964, to attend the Texas Association for Reading Improvement; at no expense to the College.

2824. Grant permission to Mr. Ira L. Williams, Professor of Agricultural Engineering, to go to New Orleans, Louisiana, from December 8, 1964, through December 13, 1964, to read an original research paper entitled: "Air Structures or Inflatable Buildings for Science, Industry, and Agriculture" before the American Society of Agricultural Engineers; expenses are to be paid from the Department of Agricultural Engineering Maintenance, Equipment and Travel Account.

Out-of-State Leaves (Continued)

2825. Grant permission to Dr. Welborn Willingham, Assistant Professor in the Department of Education and Philosophy, to go to Tinker AFB, Oklahoma, from October 26, 1964, through October 28, 1964; at no expense to the College.

2826. Grant permission to Mr. Len L. Wilson, Field Representative for the Museum, to go to Grand Junction, Colorado, from November 15, 1964, through November 17, 1964, to transfer the "Harold Bryant Collection" from the Mesa County Foundation to the West Texas Museum, as part of his duties as Field Representative for the Museum; expenses are to be paid from the Museum Art Fund (Account No. 391-2450).

2827. Grant permission to Mr. Daniel R. Womochel, Teaching Assistant in the Department of Biology, to go to Guaymas, Mexico, from November 21, 1964, through December 1, 1964, to collect research materials; at no expense to the College.

2828. Grant permission to Mr. Nolan E. Barrick, Professor and Head of the Department of Architecture and Allied Arts, to go to Washington, D. C., from October 30, 1964, through November 2, 1964, to plan a meeting of the Association of Collegiate Schools of Architecture and to organize seminars in conjunction with the spring meeting of the Pan-American Union of Architects on architectural training; seminars will be oriented about architectural education which will be of direct benefit to the Department of Architecture and Allied Arts at Texas Tech; partial expenses are to be paid from the Department of Architecture and Allied Arts Maintenance, Equipment and Travel Account.

2829. Grant permission to Dr. Mary Sue Carlock, Associate Professor of English, to go to Cleveland, Ohio, from November 26, 1964, through November 29, 1964, to attend the Fifty-fourth Annual Convention of the National Council of Teachers of English in order to gain information which will be incorporated into classroom use at Texas Tech; expenses are to be paid from the Department of English Maintenance, Equipment and Travel Account.

2830. Grant permission to Mr. Billy R. Cobgurn, Superintendent of Utilities in Building Maintenance, to go to Las Cruces, New Mexico, from November 18, 1964, through November 20, 1964, to attend the annual Physical Plant Superintendent/Foreman Meeting at New Mexico State University. This trip is required of Mr. Cobgurn as Superintendent of Utilities, Building Maintenance, at Texas Tech; expenses are to be paid from Other Utilities Expense (Account No. 191-7810).

2831. Grant permission to Mr. Robert Deahl, Assistant Professor in the Department of Music, to go to St. Louis, Missouri, from November 24, 1964, through November 30, 1964, to attend the meeting of the National Association of Schools of Music in order to learn new methods of teaching music literature and music education which will be incorporated into classroom use at Texas Tech; expenses are to be paid from the Department of Music Maintenance, Equipment and Travel Account.

2832. Grant permission to Dr. John C. Gilliam, Associate Professor in the Department of Business Education and Secretarial Administration, to go to Atlanta, Georgia, from November 12, 1964, through November 14, 1964, to attend the Southern Economics Association meeting and to gather information which will be incorporated into classroom work at Texas Tech. Dr. Gilliam will also present a paper at the economic education section of the meeting. Expenses are to be paid from the Department of Business Education and Secretarial Administration Maintenance, Equipment and Travel Account.

Respectfully submitted,



R. C. Goodwin
President

TEXAS TECHNOLOGICAL COLLEGE
Office of the President

Contract Revisions for the Period December 1, 1964, through August 31, 1965,
With Name, Title, Budget Page Number, Item Number, Present Annual Salary,
New Annual Salary and Amount Required

Name and Title	Page and Item No.	From	To	Amount
Mr. James Roy Wells Assistant to the President	3-3	\$ 15,400.00	\$ 16,170.00	\$ 577.50
Mr. John G. Taylor Business Manager	4-2	12,200.00	12,810.00	457.50
Mr. Robert B. Price Comptroller	5-1	11,000.00	11,550.00	412.50 * * *
Mr. James M. Thomas Acting Director of Data Processing	8-28	7,920.00	8,220.00	225.00
Mr. Cleo Pete Sellers Supervisor of Computer Operations	8-29	7,800.00	8,100.00	225.00
Subtotal, General Institutional Expenses - - - - -				\$ 450.00
Mr. Elvis Dean Smith Purchasing Agent	10-1	7,200.00	7,560.00	270.00
Dr. Floyd D. Boze Dean of Admissions and Registrar	11-1	12,750.00	13,340.00(1)	442.50 * * *
Mr. James George Allen Dean of Student Life	13-1	13,250.00	13,740.00(2)	367.50
Mr. Lewis Norten Jones Dean of Men	13-2	9,200.00	9,660.00	345.00
Dr. Florence Louise Phillips Dean of Women	13-3	9,000.00	9,415.00(3)	311.25
Subtotal, Office of the Dean of Student Life - - - - -				\$ 1,023.75
Mrs. Jean Ayres Jenkins Director of Placement Service	15-1	7,380.00	7,750.00	277.50
Mr. Fredric J. Wehmeyer Director of Classified Personnel	16-1	6,300.00	6,615.00(4)	236.25
Dir. of Workmen's Compensation Ins.	21-1	2,100.00	2,205.00(5)	78.75
Dr. James Edward Kuntz Dir. of Testing and Counseling Center	17-1	13,800.00	14,060.00(6)	195.00
Mr. Claude Adrian Vaughan Director of Public Information	20-1	8,100.00	8,500.00	300.00 * * *
Mr. Ray Curtis Janeway Librarian	159-1	12,500.00	13,125.00	468.75
Mr. James Edward Platz Associate Librarian	159-2	8,400.00	8,820.00	315.00
Mr. Frank Millett Temple Associate Librarian	159-3	7,200.00	7,560.00	270.00

- (1) General College Administration \$ 12,340.00; Teaching \$ 1,000.00.
(2) General College Administration \$ 10,240.00; Teaching \$ 3,500.00.
(3) General College Administration \$ 8,665.00; Teaching \$ 750.00.
(4) General College Administration.
(5) General Institutional Expenses.
(6) General College Administration \$ 5,480.00; Teaching \$ 8,580.00.

Name and Title	Page and Item No.	From	To	Amount
Miss Mary Frances Gordon Reference Librarian	159-4	\$ 6,510.00	\$ 6,835.00(1)	\$ 243.75(2)
Mrs. Delores M. Maxwell Associate Reference Librarian	159-6	5,404.00	5,674.00(1)	202.50(2)
Mrs. Susanne Goddard Assistant Catalog Librarian	159-9	5,404.00	5,674.00(1)	202.50(2)
Miss Ferrelline Tucker Documents Librarian	160-14	6,510.00	6,835.00(1)	243.75(2)
Mrs. Jo Ann Ayers Rowell Assistant Documents Librarian	160-15	5,264.00	5,530.00(1)	198.75(2)
Mrs. Kathryn A. Lewis Periodicals Librarian	160-16	6,510.00	6,835.00(1)	243.75(2)
Mrs. Cora Fox Niell Assistant Periodicals Librarian	160-17	5,264.00	5,530.00(1)	198.75(2)
Subtotal, Library Professional Salaries - - - - -				<u>\$ 2,587.50</u>
Mr. Roy Sylvan Dunn Director of Southwest Collection	163-1	10,600.00	11,050.00(3)	337.50
Mrs. Doris Blaisdell Associate Archivist	163-2	4,000.00	4,200.00	<u>150.00</u>
Subtotal, Southwest Collection - - - - -				<u>\$ 487.50</u>
Mr. Jacob Homer Millikin Director of Extension and Corr.	166-1	8,800.00	9,240.00	330.00
Mr. D. M. McElroy Director of Education Television	167-1	10,800.00	11,340.00	<u>405.00</u>
Subtotal, Extension and Public Service - - - - -				<u>\$ 735.00</u>
Mr. Olan Ray Downing Director of Building Maintenance and Utilities	171-1	9,240.00	9,700.00	345.00
Mr. Charles F. Libby Director of Building Operations	173-1	8,040.00	8,440.00	300.00
Dr. James William Kitchen Superintendent of Grounds	174-1	11,200.00	11,535.00(4)	251.25
Mr. Jesse Earl Crawford Central Stores and Property Manager	179-1	7,200.00	7,560.00	<u>270.00</u>
Subtotal, Physical Plant Operation, Adm., and Gen'l Services - - -				<u>\$ 1,166.25</u>
Mr. William Connor Cole Manager, Texas Tech Coll. Bookstore	285-1	12,000.00	12,600.00	450.00 * * *
Mr. Henry Edsel Buchanan Director of Intramural Sports	292-1	9,125.00	9,470.00(5)	258.75

- (1) Contract salary for 10½ months.
(2) To be paid in 7½ months.
(3) Library Salaries \$ 9,450.00; Teaching \$ 1,600.00.
(4) Physical Plant Operation, Administration \$ 7,035.00; Teaching \$ 4,500.00.
(5) Intramural Program for Men \$ 7,245.00; Teaching \$ 2,225.00.

Name and Title	Page and Item No.	From	To	Amount
Mr. Willard Maurice Holsberry Ass't Director of Intramural Sports	292-2	\$ 6,650.00	\$ 6,875.00(1)	\$ 206.25
Subtotal, Intramural Program for Men	- - - - -	- - - - -	- - - - -	\$ 465.00
Miss Margot M. Purdy Dir. of Intramural Program for Women	294-2	6,620.00	6,755.00(2)	101.25 * * *
Mr. Billie Gene Daniels Chief Security Officer	298-1	7,200.00	7,560.00	270.00 * * *
Dr. Frederick P. Kallina Director of Student Health Service	304-1	15,000.00	15,750.00(3)	562.50
Dr. Embree R. Rose Professor and Physician	304-2	12,355.00	12,975.00(4)	465.00(5)
Dr. Norma E. Porres Physician	304-3	11,855.00	12,450.00(3)	446.25
Subtotal, Student Health Service	- - - - -	- - - - -	- - - - -	\$ 1,473.75
Mr. Nelson H. Longley Director of Student Union	307-1	8,060.00	8,460.00	300.00
Mr. Bengie R. Daniel Manager of Texas Tech Press	311-1	9,420.00	9,890.00	352.50 * * *
Mr. Guy Junior Moore Director of Residence Halls	321-1	12,000.00	12,600.00	450.00
Mr. Jesse H. Parrish Coordinator - Men's Supervision	321-2	6,900.00	7,245.00	258.75
Mr. Hubert Lee Burgess Coordinator, Office of Room Reserv.	324-1	7,320.00	7,685.00	273.75
Mrs. Shirley S. Bates Director of Food Service	325-1	9,040.00	9,490.00(6)	337.50
Subtotal, Residence Halls	- - - - -	- - - - -	- - - - -	\$ 1,320.00
TOTAL	- - - - -	- - - - -	- - - - -	\$ 14,430.00

- (1) Intramural Program for Men \$ 5,775.00; Teaching \$ 1,100.00.
(2) Intramural Program for Women \$ 2,855.00; Teaching \$ 3,900.00.
(3) Plus 5 meals per week valued at \$ 145.00 per year.
(4) Contract for 11 months; also plus 5 meals per week valued at \$ 145.00.
(5) To be paid in 8 months.
(6) Plus meals valued at \$ 495.00 per year.

TEXAS TECHNOLOGICAL COLLEGE

Office of the President

Contracts Revised for the Period December 1, 1964, through August 31, 1965,
For Classified Personnel With Name, Title, Budget Page Number, Item Number,
Present Annual Salary, New Annual Salary and Amount Required

Name and Title	Page and Item No.	From	To	Amount
Mrs. Mary Elizabeth Randal Administrative Assistant II	3-4	\$ 6,060.00	\$ 6,360.00	\$ 225.00
Mrs. Billie Rae Fraser Secretary III	3-5	3,900.00	4,080.00	135.00
Mrs. Lillian Josephine King Secretary III	3-6	3,900.00	4,080.00	135.00
Mrs. Ann Priscilla Ainsworth Secretary II	3-7	3,540.00	3,720.00	135.00
Subtotal, Office of the President	- - - - -	- - - - -	- - - - -	\$ 630.00
Mrs. Anna Burt Gibson Administrative Assistant II	4-3	6,660.00	7,020.00	\$ 270.00
Mrs. Robbie Sue Bristow Secretary III	4-4	3,720.00	3,900.00	135.00
Subtotal, Office of the Vice President for Business Affairs	- - - - -	- - - - -	- - - - -	\$ 405.00
Mrs. Mary Elizabeth Smith Secretary II	5-2	3,180.00	3,360.00	\$ 135.00
Mr. Hollis Royce Smith Chief Accountant	5-3	7,800.00	8,220.00	315.00
Mr. Wilbert W. Hart Accountant II	5-5	7,020.00	7,380.00	270.00
Miss Gerie L. Pirkey Accounting Clerk III	5-6	4,980.00	5,220.00	180.00
Mrs. June Marie Reese Accounting Clerk I	5-8	3,180.00	3,360.00	135.00
Mrs. Beulah Frances Roth Accounting Clerk I	5-9	3,360.00	3,540.00	135.00
Mrs. Virginia Lee Snelling Head of Payroll and Employee Benefits	6-15	7,680.00	8,040.00	270.00
Mrs. Julia McDowell Holmes Administrative Assistant I	6-16	4,260.00	4,500.00(1)	180.00
(1) This is also a change in title from Accounting Clerk II.				
Mr. Marvin Curtis Taylor Bursar	7-19	5,460.00	5,760.00	225.00
Mrs. Fay Marie Harris Cashier II	7-20	3,360.00	3,540.00	135.00
Mrs. Mildred I. Caldwell Cashier I	7-21	3,000.00	3,180.00	135.00
Mr. Larry Noble Marks Property Inventory Supervisor	7-22	3,030.00(1)	3,180.00(1)	112.50
(1) Also one-half time Central Warehouse and Receiving.				
Mr. Louis Frank Kaether Ass't Property Inventory Supervisor	7-23	4,260.00	4,500.00	180.00
Subtotal, Office of the Comptroller	- - - - -	- - - - -	- - - - -	\$ 2,407.50

Name and Title	Page and Item No.	From	To	Amount
Mr. Richard S. Broker Computer Programmer	8-31	\$ 6,060.00	\$ 6,360.00	\$ 225.00
Miss Jana Gay Morris Tabulating Equipment Operator	8-34	3,180.00	3,360.00	135.00
Subtotal, Data Processing Department	-	- - - -	- - - -	\$ 360.00
Mrs. Barbara Ann Watt Secretary II	10-3	3,180.00	3,360.00	\$ 135.00
Miss Oleta M. Armstrong Secretary I	10-4	2,880.00	3,000.00	90.00
Subtotal, Office of the Purchasing Agent	-	- - - -	- - - -	\$ 225.00
Mr. James Richard Tarter Director of Undergraduate Admissions	11-3	7,380.00	7,740.00	\$ 270.00
Mrs. Sybil Boles Recorder	11-6	3,900.00	4,080.00	135.00
Mrs. Garnett Irene Poole Recorder	11-7	3,540.00	3,720.00	135.00
Mrs. Margaret Elizabeth Godfrey Secretary II	11-8	3,900.00	4,080.00	135.00
Mrs. Carolyn Bunch York Secretary II	11-9	3,180.00	3,360.00	135.00
Mrs. Sally Mae Edwards Clerk-Typist II	12-13	3,000.00	3,180.00	135.00
Mrs. Dorothy B. Nicholson Clerk-Typist II	12-15	3,360.00	3,540.00	135.00
Mrs. Rose Christine Rhodes Clerk-Typist II	12-16	3,000.00	3,180.00	135.00
Mrs. Lillian Ione Williams Clerk-Typist II	12-17	3,360.00	3,540.00	135.00
Mr. Roland Donnie Morris Clerk III	12-21	3,360.00	3,540.00	135.00
Mrs. Martha Sue Pool Clerk II	12-22	2,880.00	3,000.00	90.00
Subtotal, Office of the Dean of Admissions and Registrar	-	- - - -	- - - -	\$ 1,575.00
Mr. Thomas Paul Stover Advisor to Fraternities, Foreign Students and on Student Loans	13-4	7,380.00	7,740.00	\$ 270.00
Miss Jacqueline Isabel Olsen Assistant Dean of Women	13-5	6,500.00	6,660.00	120.00
Miss Carolyn Kay Grayson Secretary I	14-10	2,880.00	3,000.00	90.00
Mrs. Joyce Louvene Sprawls Secretary I	14-12	3,180.00	3,360.00	135.00
Subtotal, Office of the Dean of Student Life	-	- - - -	- - - -	\$ 615.00
Mrs. Adine C. Wright Clerk III	15-3	3,360.00	3,540.00	\$ 135.00

Name and Title	Page and Item No.	From	To	Amount
Mrs. Thelma Whigham Clerk III	15-4	\$ 3,360.00	\$ 3,540.00	\$ 135.00
Subtotal, Office of the Placement Service	- - - - -	- - - - -	- - - - -	\$ 270.00
Mrs. Peggy Joyce Lewis Secretary II (1) Also one-half time in Workmen's Compensation Insurance.	16-3	1,770.00(1)	1,860.00(1)	\$ 67.50
Mrs. Gwendolyn Sue Steel Clerk-Typist II	16-5	3,180.00	3,360.00	135.00
Subtotal, Classified Personnel Office	- - - - -	- - - - -	- - - - -	\$ 202.50
Mrs. Marjorie L. Kuntz Psychometrist	17-2	4,740.00	4,980.00	\$ 180.00
Subtotal, Testing and Counseling Center	- - - - -	- - - - -	- - - - -	\$ 180.00
Total, General College Administration	- - - - -	- - - - -	- - - - -	\$ 6,510.00
Total, General Institutional Expenses	- - - - -	- - - - -	- - - - -	\$ 360.00
Mr. William Dudley Johns Mail Carrier (1) Also Part-time in Residence Halls Mail Service, Budget p. 335.	19-1	2,382.00(1)	2,448.00(1)	\$ 49.50
Subtotal, Mail Service	- - - - -	- - - - -	- - - - -	\$ 49.50
Mr. John F. Hobbs Informational Representative II	20-2	6,660.00	7,020.00	\$ 270.00
Mrs. Becky Jo Clark Secretary I	20-4	2,880.00	3,000.00	90.00
Subtotal, Public Information	- - - - -	- - - - -	- - - - -	\$ 360.00
Mrs. Peggy Joyce Lewis Secretary II (1) Also one-half time in the Classified Personnel Office.	21-2	1,770.00(1)	1,860.00(1)	\$ 67.50
Subtotal, Workmen's Compensation Insurance	- - - - -	- - - - -	- - - - -	\$ 67.50
Mr. Marshall A. Winegar Mimeograph and Mail Room Supervisor	21-1	5,760.00	6,060.00	\$ 225.00
Mr. Melvin L. Burrus Storekeeper	22-2	3,540.00	3,720.00	135.00
Subtotal, Stenographic Bureau and Supply Center	- - - - -	- - - - -	- - - - -	\$ 360.00
Mrs. Mattie Katherine Nelson Ass't Chief Switchboard Operator	22-2	3,180.00	3,360.00	\$ 135.00
Mrs. Mary Ann Leonard Switchboard Operator	22-3	2,760.00	2,880.00	90.00
Subtotal, Telephone Service	- - - - -	- - - - -	- - - - -	\$ 225.00
Total, General Institutional Expenses	- - - - -	- - - - -	- - - - -	\$ 1,422.00
Mrs. Mickia Elizabeth Mitchell Secretary II	32-5	3,360.00	3,540.00	\$ 135.00
Mrs. Leta L. Rankin Secretary II (1) Also Part-time in Agronomy Farm Budget p. 150.	35-13	2,965.00(1)	3,115.00(1)	112.50

Name and Title	Page and Item No.	From	To	Amount
Mrs. Margaret Trigg Smith Secretary II	38-4	\$ 3,360.00	\$ 3,540.00	\$ 135.00
Mrs. Mary Kate Hunt Secretary II	40-9	3,360.00	3,540.00	135.00
Subtotal, School of Agriculture, Departmental Operating		-	-	\$ 517.50
Mr. Donnell O. Love, Jr. Chemical Stores Supervisor	49-32	5,460.00	5,760.00	\$ 225.00
Mr. Walter Warner Kendall Technician III	49-33	7,020.00	7,380.00	270.00
Miss Mary Martha Sufall Secretary III	49-37	4,080.00	4,260.00	135.00
Mrs. Eva Allison McDowell Secretary I	49-38	3,000.00	3,180.00	135.00
Mrs. Marym Watson Robinson Secretary III	52-31	3,900.00	4,080.00	135.00
Mrs. Mary McDonald Bailey Secretary I	52-32	3,000.00	3,180.00	135.00
Mrs. Nina Mae Willett Secretary I	57-72	2,880.00	3,000.00	90.00
Mrs. Mary Lucille Souter Secretary I	61-36	2,880.00	3,000.00	90.00
Mrs. Katie Varvel McCulloch Clerk I	62-37	2,880.00	3,000.00	90.00
Mr. Aubrey J. Box Maintenance and Repairman	65-25	4,080.00	4,260.00	135.00
Miss Dolores Ann Owens Secretary I	70-17	2,880.00	3,000.00	90.00
Mr. John Madison Kirksey Gymnasium Equipment Supervisor	70-18	2,640.00	2,760.00	90.00
Mrs. Sylvia Earnhart Hazlerig Accompanist	72-12	3,060.00	3,195.00	83.12
Mrs. Maudie May Blankenship Gymnasium Equipment Supervisor	72-15	2,400.00	2,520.00	90.00
Mrs. Hazel Golightly Barber Secretary I	75-32	3,000.00	3,180.00	135.00
Mr. Lawrence Gustave Schroeder Piano Technician	84-30	3,000.00	3,180.00	135.00
Miss Barbara Sue Barr Secretary I	84-31	3,000.00	3,180.00	135.00
Mrs. Gracie G. Wossum Secretary I	84-32	2,880.00	3,000.00	90.00
Mr. Jack W. Parker Technician III	86-25	5,760.00	6,060.00	225.00
Subtotal, School of Arts and Sciences, Departmental Operating		-	-	\$ 2,513.12

Name and Title	Page and Item No.	From	To	Amount
Mrs. Kathryn S. Durham Administrative Assistant I	95-3	\$ 5,220.00	\$ 5,460.00	\$ 180.00
Mrs. Carolyn Edwards Moss Secretary III	95-4	4,500.00	4,740.00	180.00
Subtotal, School of Arts and Sciences, Instructional Adm.	-	-	-	\$ 360.00
Mrs. Nanette Swallow Chitwood Secretary II	101-13	3,180.00	3,360.00	\$ 135.00
Subtotal, School of Business, Departmental Operating	-	-	-	\$ 135.00
Mrs. Mary Rose Small Library Assistant II	113-28	3,540.00	3,720.00	\$ 135.00
Mr. Bennie Ray Gunn Technician III	115-10	7,020.00	7,380.00	270.00
Mr. Ilor Clive Lankford, Jr. Technician III	119-17	3,510.00(1)	3,690.00(1)	135.00
(1) Also Part-time Instructor for 12 months; Budget p. 119.				
Mr. John A. Mullins, Jr. Technician I	119-18	4,260.00	4,500.00	180.00
Mr. Clifton DeVere Mittan Technician III	122-17	6,060.00	6,360.00	225.00
Mr. Benjamin Press White Technician III	124-17	6,660.00	7,020.00	270.00
Mrs. Irene Isabel Davenport Secretary I	124-19	3,000.00	3,180.00	135.00
Subtotal, School of Engineering, Departmental Operating	-	-	-	\$ 1,350.00
Miss Georgina Conner Administrative Assistant I	127-3	5,220.00	5,460.00	\$ 180.00
Mrs. Betty I. Jones Secretary II	127-4	3,720.00	3,900.00	135.00
Subtotal, School of Engineering, Instructional Administration	-	-	-	\$ 315.00
Mrs. Ima Cleo Benge Laboratory Assistant	133-12	2,880.00	3,000.00	\$ 90.00
Mrs. Ivabell Melton Laboratory Assistant	133-13	1,380.00	1,920.00(1)	405.00
(1) Increase in work load from 20 hours per week to 32 hours per week.				
Mrs. Phyllis Loretta Kinnison Secretary I	133-14	1,500.00	1,590.00	67.50
Mrs. Lora Sellick Latimer Secretary I	137-15	1,192.00	1,260.00	51.00
Subtotal, School of Home Economics, Departmental Operating	-	-	-	\$ 613.50
Mrs. Irene Frances Temple Administrative Assistant I	141-3	4,740.00	4,980.00	\$ 180.00
Miss Billie J. Richardson Secretary II	141-4	3,540.00	3,720.00	135.00
Subtotal, The Graduate Office, Instructional Administration	-	-	-	\$ 315.00

Name and Title	Page and Item No.	From	To	Amount
Mr. Rufus D. Garth Military Property Custodian	147-1	\$ 5,220.00	\$ 5,460.00	\$ 180.00
Mr. Murrell Milton Winford Clerk III	147-2	3,900.00	4,080.00	135.00
Subtotal, Air Science and Military Science	- - -	- - -	- - -	\$ 315.00
Mr. Fred Truman McCraw Farm Foreman	150-2	3,900.00	4,080.00	\$ 135.00
Mrs. Leta L. Rankin Secretary II (1) Also Part-time in Agronomy, Budget p. 35.	150-5	575.00(1)	605.00(1)	22.50
Mr. William Brian Gilmore Creamery Superintendent	151-3	7,600.00	7,980.00	285.00
Mrs. Lila Smith James Laboratory Assistant	155-1	2,940.00	3,097.00	117.75
Subtotal, Organized Activities	- - -	- - -	- - -	\$ 560.25
Total, Departmental Operating Expenses	- - -	- - -	- - -	\$ 5,444.12
Total, Instructional Administration	- - -	- - -	- - -	\$ 990.00
Total, Organized Activities	- - -	- - -	- - -	\$ 560.25
Mrs. Alta Lee Johnson Library Assistant II	160-20	3,540.00	3,720.00	\$ 135.00
Mrs. Helen Louise Murphy Library Assistant II	160-21	3,540.00	3,720.00	135.00
Mr. Ted Lloyd Rowell Library Assistant I	160-23	3,000.00	3,180.00	135.00
Mrs. Mary Emma Winegar Library Assistant I	160-24	3,360.00	3,540.00	135.00
Mrs. Betty Jeanette Swinney Clerk-Typist II	161-25	3,360.00	3,540.00	135.00
Mrs. Mary Sue Dashtizadeh Clerk-Typist I	161-27	2,760.00	2,880.00	90.00
Mrs. Janna Kay Ferguson Clerk-Typist I	161-28	2,760.00	2,880.00	90.00
Mrs. Alma P. Rodriguez Clerk-Typist I	161-30	2,760.00	2,880.00	90.00
Mrs. Jeannine Spitzer Wendel Clerk-Typist I	161-34	2,760.00	2,880.00	90.00
Mrs. Delores Ann Goodman Clerk II	161-36	2,880.00	3,000.00	90.00
Mrs. Julia Goodman Custodial Worker	161-39	2,760.00	2,880.00	90.00
Subtotal, College Library, Other Salaries	- - -	- - -	- - -	\$ 1,215.00
Mrs. Mary Elnora Goebel Clerk-Typist II	166-3	3,180.00	3,360.00	\$ 135.00

Name and Title	Page and Item No.	From	To	Amount
Mrs. Mildred S. Evans Clerk-Typist I	166-5	\$ 3,000.00	\$ 3,180.00	\$ 135.00
Subtotal, Extension and Correspondence	- - - - -	- - - - -	- - - - -	\$ 270.00
Mr. Rudolph N. Starnes Television Chief Engineer	167-2	7,800.00	8,190.00	\$ 292.50
Subtotal, Educational Television	- - - - -	- - - - -	- - - - -	\$ 292.50
Total, Extension and Public Service	- - - - -	- - - - -	- - - - -	\$ 562.50
Mr. James Randall Russell Ass't Dir. of Building Main. and Util.	171-2	5,460.00	5,760.00	\$ 225.00
Mr. Leon W. Piland Ass't Superintendent of Utilities	171-4	5,760.00	6,060.00	225.00
Mrs. Mary Ann Gentry Secretary II	171-8	3,540.00	3,720.00	135.00
Mrs. Leta M. Vannoy Secretary II	171-9	3,540.00	3,720.00	135.00
Mrs. Marian Elizabeth Lucas Clerk-Typist II	172-10	3,360.00	3,540.00	135.00
Mrs. Dorothy Oreda Lilley Clerk-Typist I	173-3A	2,760.00	2,880.00	90.00
Subtotal, Physical Plant Administration	- - - - -	- - - - -	- - - - -	\$ 945.00
Mr. Bill Weldon Felty Architect II	177-2	8,500.00	8,940.00	\$ 330.00
Miss Jerry Kirkwood Architect I	177-3	5,760.00	6,060.00	225.00
Subtotal, Physical Plant Planning	- - - - -	- - - - -	- - - - -	\$ 555.00
Mr. Larry Noble Marks Acting Ass't Central Stores and Property Manager	179-2	3,030.00(1)	3,180.00(1)	\$ 112.50
(1) Also one-half time on the budget, Office of the Comptroller, p. 7.				
Mr. R. D. Patterson Warehouse Foreman	179-4	4,500.00	4,740.00	180.00
Mr. Clarence E. Russell Receiving Clerk	179-5	3,900.00	4,080.00	135.00
Mr. Gaines Wonville Scott General Services Foreman	179-8	4,260.00	4,500.00	180.00
Mr. Adalberto Ramirez Laborer II	179-9	2,760.00	2,880.00	90.00
Mr. W. C. Ellis, Jr. Clerk I	180-13	2,760.00	2,880.00	90.00
Mr. Charles Leonard Anglin Cabinetmaker Foreman	181-1	4,740.00	4,980.00	180.00
Mr. Uzell W. Walkup Cabinetmaker	181-3	4,500.00	4,720.00	165.00
Mr. Melvin McDougal Carpenter	181-4	3,900.00	4,080.00	135.00

Name and Title	Page and Item No.	From	To	Amount
Mr. Henry Ray Sawyer Laborer I	181-7	\$ 2,760.00	\$ 2,880.00	\$ 90.00
Mr. John M. Randles Fire Marshall	181-8	4,080.00	4,260.00	135.00
Mr. Rudy Carl Hankins Truck and Tractor Mechanic	181-10	3,900.00	4,080.00	135.00
Mr. Joseph Earl Hill Maintenance and Repairman I	182-11	3,540.00	3,720.00	135.00
Subtotal, Building Maintenance General Services - - - -				<u>\$ 1,762.50</u>
Mr. Thomas M. Atchison Patrolman	183-1	3,900.00	4,080.00	\$ 135.00
Mr. Norval L. Barr Patrolman	183-2	3,900.00	4,080.00	135.00
Mr. Adrian Jack Morris Patrolman	183-4	3,900.00	4,080.00	135.00
Subtotal, Campus Security Service (General Services) - - -				<u>\$ 405.00</u>
Subtotal, Physical Plant Administration, Planning and Gen'l Services				<u>\$ 3,667.50</u>
Mr. Elonzo Harel Rutledge Cabinetmaker	184-1	4,080.00	4,260.00	\$ 135.00
Mr. Caruthers A. Carlton Carpenter	184-3	3,900.00	4,080.00	135.00
Mr. Finis C. Lowrie Carpenter	184-5	3,900.00	4,080.00	135.00
Mr. James H. Fann Painter	184-9	3,900.00	4,080.00	135.00
Mr. Frances Marion Holt Painter	184-10	3,900.00	4,080.00	135.00
Mr. Bertie Lee Stevens Painter	184-11	3,900.00	4,080.00	135.00
Mr. Marvin Henry Walker Painter	184-12	3,900.00	4,080.00	135.00
Mr. Oscar Harvie Wilson Electrician Foreman	184-13	5,460.00	5,760.00	225.00
Mr. Edward A. Austin Electrician	184-14	4,260.00	4,500.00	180.00
Mr. Floyd E. Baker Electrician	185-15	4,080.00	4,260.00	135.00
Mr. Clarence E. Chumley Electrician	185-16	4,080.00	4,260.00	135.00
Mr. Albert Russell Sport Electrician	185-18	4,260.00	4,500.00	180.00
Mr. Wright Roland Ford Journeyman's Helper	185-19	3,000.00	3,180.00	135.00
Mr Earl Machen Journeyman's Helper	185-21	3,000.00	3,180.00	135.00

Name and Title	Page and Item No.	From	To	Amount
Mr. Kenneth D. West Journeyman's Helper	185-24	\$ 3,360.00	\$ 3,540.00	\$ 135.00
Mr. Ova Daniel Wheeler Plumber Foreman	185-25	5,220.00	5,460.00	180.00
Mr. J. W. Page Plumber	185-27	3,900.00	4,080.00	135.00
Mr. William Louie Bearden Locksmith	185-29	3,900.00	4,080.00	135.00
Mr. Luther Byron Jordan Maintenance and Repairman I	186-36	3,360.00	3,540.00	135.00
Subtotal, Building Maintenance (Operation and Maintenance)			- -	\$ 2,790.00
Mr. Albert W. McClendon General Foreman	188-1	3,900.00	4,080.00	\$ 135.00
Mr. Espiridian Barboza Building Foreman	188-1	3,360.00	3,540.00	135.00
Mr. William Carroll Griffiths Building Foreman	188-1	3,540.00	3,720.00	135.00
Mr. Joseph Danzler Wilson Building Foreman	188-1	3,360.00	3,540.00	135.00
Mr. Lloyd Alvis Mitchell Building Foreman	188-1	3,360.00	3,540.00	135.00
Mr. Willie Charles Baker Assistant Building Foreman	188-1	3,180.00	3,360.00	135.00
Mr. Loyd Calvin Hill Assistant Building Foreman	188-1	3,360.00	3,540.00	135.00
Mr. Noble Alexander Pruitt Ass't Building Custodial Foreman	188-1	3,360.00	3,540.00	135.00
Mr. Wiley Berdell Sandlin Ass't Building Custodial Foreman	188-1	3,360.00	3,540.00	135.00
Mr. Robert Lee Standley Floor Maintenance Foreman	188-1	3,720.00	3,900.00	135.00
Mr. Lester Duel Bennett Custodian	188-1	2,520.00	2,640.00	90.00
Mrs. Nova Hazel Boswell Custodian	188-1	2,760.00	2,880.00	90.00
Mr. William Mabry Brown Custodian	188-1	2,520.00	2,640.00	90.00
Mrs. Hazel LaVerne Burks Custodian	188-1	2,760.00	2,880.00	90.00
Mr. Elbert Callis Custodian	188-1	2,640.00	2,760.00	90.00
Mrs. Ida Mae Callis Custodian	188-1	2,640.00	2,760.00	90.00
Mrs. Nada Caudill Collins Custodian	188-1	2,520.00	2,640.00	90.00

Name and Title	Page and Item No.	From	To	Amount
Mr. Abraham Franklin Dockrey Custodian	188-1	\$ 2,760.00	\$ 2,880.00	\$ 90.00
Mrs. Goldie Mildred Duke Custodian	188-1	3,000.00	3,180.00	135.00
Mrs. Shirley Mae Farmer Custodian	188-1	2,520.00	2,640.00	90.00
Mrs. Lucy Martin Gray Custodian	188-1	2,880.00	3,000.00	90.00
Mr. Albert George Green Custodian	188-1	3,000.00	3,180.00	135.00
Mrs. Nannie Lue Kennedy Custodian	188-1	2,760.00	2,880.00	90.00
Mr. Warren Andrew McKay Custodian	188-1	2,520.00	2,640.00	90.00
Mr. Charles Patterson Mathis Custodian	188-1	3,180.00	3,360.00	135.00
Mrs. Macie Faye Mathis Custodian	188-1	3,000.00	3,180.00	135.00
Mr. Carroll N. Middlebrooks Custodian	188-1	2,520.00	2,640.00	90.00
Mr. Vestal Cary Mincey Custodian	188-1	2,520.00	2,640.00	90.00
Mrs. Ella Mae Mitchell Custodian	188-1	2,760.00	2,880.00	90.00
Mrs. Georgia Charlene Morgan Custodian	188-1	2,520.00	2,640.00	90.00
Mrs. Lura Belle Murphree Custodian	188-1	3,000.00	3,180.00	135.00
Mrs. Allyne Lovenia Nelson Custodian	188-1	2,520.00	2,640.00	90.00
Mrs. Pearl May Nixon Custodian	188-1	2,760.00	2,880.00	90.00
Mr. Jose Angel Pena Custodian	188-1	2,520.00	2,640.00	90.00
Mrs. Vivian Estelle Pruitt Custodian	188-1	2,760.00	2,880.00	90.00
Mr. Don M. Rackler Custodian	188-1	2,520.00	2,640.00	90.00
Mr. William Arthur Richmond Custodian	188-1	2,760.00	2,880.00	90.00
Mr. Kenneth McGowan Schell Custodian	188-1	2,760.00	2,880.00	90.00
Mrs. Lillian Shelton Custodian	188-1	2,520.00	2,640.00	90.00
Mr. William Alvin Shelton Custodian	188-1	2,520.00	2,640.00	90.00

Name and Title	Page and Item No.	From	To	Amount
Mrs. Aleatha Offie Sherrod Custodian	188-1	\$ 2,520.00	\$ 2,640.00	\$ 90.00
Mrs. Vera Leona Shipman Custodian	188-1	2,760.00	2,880.00	90.00
Mrs. Cordie Bell Sims Custodian	188-1	2,520.00	2,640.00	90.00
Mr. Guy Virgil Smith Custodian	188-1	2,520.00	2,640.00	90.00
Mrs. Gracie Christine Springfield Custodian	188-1	2,520.00	2,640.00	90.00
Mr. Edward Wesley Taylor Custodian	188-1	2,520.00	2,640.00	90.00
Mr. James Walter Wood Custodian	188-1	2,520.00	2,640.00	90.00
Subtotal, Custodial Services	- - -	- - -	- - -	<u>\$ 4,905.00</u>
Mr. James Garland Gregory Grounds Maint. Equipment Mechanic	188-1	3,900.00	4,080.00	\$ 135.00
Mr. Bud Winter Maintenance and Repairman I	188-2	3,360.00	3,540.00	135.00
Mr. Juan Lomas Guitierrez Grounds Foreman	188-2	3,000.00	3,180.00	135.00
Mr. Federico Comacho Groundskeeper	188-2	2,640.00	2,760.00	90.00
Mr. Urbano Delgado Groundskeeper	188-2	2,640.00	2,760.00	90.00
Mr. Guillermo Franco Groundskeeper	188-2	2,760.00	2,880.00	90.00
Mr. Frank Mata Groundskeeper	188-2	2,760.00	2,880.00	90.00
Mr. Ramon Rodriguez Groundskeeper	188-2	2,640.00	2,760.00	90.00
Mr. Aurelio Tafolla Groundskeeper	188-2	2,640.00	2,760.00	90.00
Mr. Jesus Torres Groundskeeper	188-2	2,640.00	2,760.00	90.00
Mr. Conception Alcorta Grounds Equipment Operator	188-2	2,640.00	2,760.00	90.00
Mr. Jose Q. Betancur Grounds Equipment Operator	188-2	2,760.00	2,880.00	90.00
Mr. Saturnino Ortiz Grounds Equipment Operator	188-2	2,880.00	3,000.00	<u>90.00</u>
Subtotal, Grounds Maintenance	- - -	- - -	- - -	<u>\$ 1,305.00</u>
Mr. Herman Glen Alexander Boiler Operator	189-2	4,080.00	4,260.00	\$ 135.00
Mr. William Reagan Brown Boiler Operator	189-3	4,080.00	4,260.00	135.00

Name and Title	Page and Item No.	From	To	Amount
Mr. Carroll Frederick Davis Boiler Operator	189-4	\$ 4,080.00	\$ 4,260.00	\$ 135.00
Mr. William Howard Yates Boiler Operator	189-5	4,080.00	4,260.00	135.00
Mr. Joe M. Holder Steam Fitter	189-9	3,900.00	4,080.00	135.00
Mr. Coy C. Newberry Steam Fitter	189-11	3,900.00	4,080.00	135.00
Mr. Billy Franklin Roberts Journeyman's Helper	189-13	3,000.00	3,180.00	135.00
Subtotal, Other Utilities Expenses	- - - - -	- - - - -	- - - - -	\$ 945.00
Mr. Bob Frank Goodson Technologist	276-3	7,380.00	7,740.00	\$ 270.00
Mr. Gerald W. Locke Technologist	276-4	6,600.00	7,020.00	270.00
Mr. Rudolph N. Starnes Technologist	276-6	1,800.00	1,890.00	67.50
Subtotal, Computer Center	- - - - -	- - - - -	- - - - -	\$ 607.50
Total, Educational and General Revenue Funds	- - - - -	- - - - -	- - - - -	\$ 30,923.87
Mrs. Grace Dunlap Prigmore Secretary II	285-3	3,900.00	4,080.00	\$ 135.00
Mrs. Mary Hill Francis Accounting Clerk II	285-4	3,720.00	3,900.00	135.00
Mr. L. Gilman Martin Bookstore Section Manager II	286-11	4,500.00	4,740.00	180.00
Mrs. Merle Jeannette Noles Section Manager I	286-14	3,180.00	3,360.00	135.00
Mrs. Edna Lorene Thomas Section Manager I	286-15	3,000.00	3,180.00	135.00
Mrs. Jessie M. Williams Section Manager I	286-16	3,180.00	3,360.00	135.00
Mrs. Ina Kathleen Williams Clerk I	286-22	3,000.00	3,180.00	135.00
Mrs. Corrine Flora Stephens Secretary I	287-28	1,440.00	1,500.00	45.00
Subtotal, Texas Tech College Bookstore	- - - - -	- - - - -	- - - - -	\$ 1,035.00
Mrs. Billie Ann Leake Clerk-Typist I	288-2	3,000.00	3,180.00	\$ 135.00
Subtotal, Central Bad Check Collection	- - - - -	- - - - -	- - - - -	\$ 135.00
Miss Dorothy Marie Robertson Secretary I	293-4	3,180.00	3,360.00	\$ 135.00
Subtotal, Intramural Program for Men	- - - - -	- - - - -	- - - - -	\$ 135.00
Mr. James Brookins Franks Manager of the Laundry	295-1	5,220.00	5,460.00	\$ 180.00
Subtotal, Laundry	- - - - -	- - - - -	- - - - -	\$ 180.00

Name and Title	Page and Item No.	From	To	Amount
Mrs. Emma Jean Finley Secretary II (1) Also one-half on The Toreador, Budget p. 316.	296-2	\$ 1,590.00(1)	\$ 1,680.00(1)	\$ 67.50
Subtotal, La Ventana - - - - -				\$ 67.50
Mr. Carl W. Francis Patrolman	298-4	3,900.00	4,080.00	\$ 135.00
Mrs. Alice Joanne Grisham Clerk-Typist I	298-11	2,760.00	2,880.00	90.00
Subtotal, Parking and Traffic Service - - - - -				\$ 225.00
Mr. Dallas G. Biggers Ass't Director of Student Union	307-2	6,060.00	6,360.00	\$ 225.00
Mrs. Carolyn Wadene Freeman Accounting Clerk I	307-5	3,180.00	3,360.00	135.00
Mrs. Mary Linda McCasland Clerk-Typist I	307-6	2,070.00	2,160.00	60.00
Mrs. Linda Carol Duncan Clerk I	308-7	2,640.00	2,760.00	90.00
Mr. Oral Ansel Woods Student Union Maintenance Foreman	308-9	3,540.00	3,720.00	135.00
Mr. Ralph Fletcher Custodian	308-9	2,640.00	2,760.00	90.00
Mr. Juan Leos, Jr. Custodian	308-9	2,760.00	2,880.00	90.00
Mrs. Odessa N. McKay Custodian	308-9	2,400.00	2,520.00	90.00
Mrs. Oma Frelove Toler Custodian	308-9	2,520.00	2,640.00	90.00
Mrs. Gertrude Morse Student Union Food Service Manager (1) Includes six meals per week valued at \$ 163.00 per year.	308-16	6,360.00(1)	6,660.00(1)	225.00
Subtotal, Student Union - - - - -				\$ 1,230.00
Mr. Cliff Donald Stogner Printing Plant Foreman	311-2	6,780.00	7,140.00	\$ 270.00
Subtotal, Texas Tech Press - - - - -				\$ 270.00
Mrs. Emma Jean Finley Secretary II (1) Also one-half time on The La Ventana, Budget p. 296.	316-2	1,590.00(1)	1,680.00(1)	\$ 67.50
Subtotal, The Toreador - - - - -				\$ 67.50
Mrs. Elizabeth Iona Tannery Bookkeeping Machine Operator	324-5	3,000.00	3,180.00	\$ 135.00
Subtotal, Office of Room Reservations, Residence Halls - - - - -				\$ 135.00
Mr. Luther Robert Cone Maintenance and Repairman I (1) Includes lunch five days per week valued at \$ 145.00 per year.	333-2	3,900.00(1)	4,080.00(1)	\$ 135.00
Mr. Raymond Lampp Maintenance and Repairman I (1) Includes lunch five days per week valued at \$ 145.00 per year.	333-4	3,720.00(1)	3,900.00(1)	135.00

Name and Title	Page and Item No.	From	To	Amount
Mr. Guiseppe Rinaldi Maintenance and Repairman I (1) Includes lunch five days per week valued at \$ 145.00 per year.	333-6	\$ 3,540.00(1)	\$ 3,720.00(1)	\$ 135.00
Mr. Samuel Louis Williams Maintenance and Repairman I (1) Includes lunch five days per week valued at \$ 145.00 per year.	333-7	3,900.00(1)	4,080.00(1)	135.00
Mr. Doyle Roberts Maintenance and Repairman II (1) Includes lunch five days per week valued at \$ 145.00 per year.	333-12	4,740.00(1)	4,980.00(1)	180.00
Mr. Thomas Travis Morris Maintenance and Repairman II (1) Includes lunch five days per week valued at \$ 145.00 per year.	333-13	4,500.00(1)	4,740.00(1)	180.00
Mr. Thomas Jefferson Davis Refrigeration and Air Cond. Mechanic	334-16	4,260.00	4,500.00	180.00
Subtotal, Residence Halls Maintenance	- - - - -	- - - - -	- - - - -	\$ 1,080.00
Mr. William Dudley Johns Mail Carrier (1) Also in General Institutional Expense, Mail Service.	335-25	1,518.00(1)	1,632.00(1)	\$ 85.50
Subtotal, Residence Halls Mail Service	- - - - -	- - - - -	- - - - -	\$ 85.50
Miss Cummie Elizabeth Gould Night Switchboard Supervisor	336-1	2,880.00	3,000.00	\$ 90.00
Mrs. Alice May Afill Switchboard Operator	336-2a	3,000.00	3,180.00	135.00
Mrs. Daphna Garnett Stephens Switchboard Operator	336-4	2,760.00	2,880.00	90.00
Mrs. Lula Rachel Brown Night Switchboard Supervisor (1) This is also a change in title from Switchboard Operator.	336-5	2,760.00	3,000.00(1)	180.00
Mrs. Imogene Valentine Waynick Switchboard Operator	336-6	2,760.00	2,880.00	90.00
Mrs. Winifred Mary Evers Switchboard Operator	336-7	2,760.00	2,880.00	90.00
Mrs. Ethel Marie Taylor Switchboard Operator	336-8	2,640.00	2,760.00	90.00
Mrs. Vera Richardson Switchboard Operator	336-9	2,640.00	2,760.00	90.00
Mrs. Iva Leah Youngblood Switchboard Operator	336-10	2,640.00	2,760.00	90.00
Mrs. Mary Lou Teague Switchboard Operator	336-11	2,640.00	2,760.00	90.00
Mrs. Eva Lee Boyd Switchboard Operator	336-12	2,640.00	2,760.00	90.00
Subtotal, Residence Halls Telephone Service	- - - - -	- - - - -	- - - - -	\$ 1,125.00
Mrs. Alice L. May Residence Hall Counselor (1) Plus apartment for 12 months and meals for 9 months valued at \$ 720.00.	340-1	5,300.00(1)	5,550.00(1)	\$ 175.00

Name and Title	Page and Item No.	From	To	Amount
Mrs. Caroline Mason Bosworth Residence Hall Counselor (1) Plus apartment for 12 months and meals for 9 months valued at \$ 720.00.	341-1	\$ 5,300.00(1)	\$ 5,550.00(1)	\$ 175.00
Miss E. Muncy Rece Residence Hall Counselor (1) Plus apartment for 12 months and meals for 9 months valued at \$ 720.00.	342-1	4,800.00(1)	5,050.00(1)	175.00
Mrs. Evelyn Love Stovall Residence Hall Counselor (1) Plus apartment for 12 months and meals for 9 months valued at \$ 720.00.	344-1	5,300.00(1)	5,550.00(1)	175.00
Mrs. Genevieve Simpson Stinnett Residence Hall Counselor (1) Plus apartment for 12 months and meals for 9 months valued at \$ 720.00.	345-1	4,550.00(1)	4,800.00(1)	175.00
Subtotal, Residence Hall Supervision for Women	- - - - -	-	-	\$ 875.00
Mrs. Margaret Frances Chaffin Secretary II	370-1A	3,180.00	3,360.00	\$ 135.00
Subtotal, Alumni Affairs	- - - - -	-	-	\$ 135.00
Subtotal for Auxiliary Enterprises	- - - - -	-	-	\$ 6,780.50
Total for Classified Personnel	- - - - -	-	-	\$ 37,704.37

MEMORANDUM OF AGREEMENT

This is a Memorandum of Agreement entered into between the Department of Park Administration, Horticulture, and Entomology, Texas Technological College, Lubbock, Texas; and Niagara Chemical Division, FMC Corporation, Middleport, New York.

I. The Entomology Section, Department of Park Administration, Horticulture, and Entomology agrees to prepare, treat, and collect, residue samples of Ethion on grain sorghum. This study will include residue samples taken at 0, 10, 15, 20, 25, and 30 days after application and at harvest. Appropriate untreated check samples will be included.

II. Niagara Chemical Division agrees to furnish a grant-in-aid of five hundred dollars (\$500.00) to Texas Technological College, Department of Park Administration, Horticulture, and Entomology, for Dr. Huddleston and Dr. Ashdown to cover travel, equipment, and student help.

III. Data will be published only with the mutual consent of both parties.

IV. It is understood that this is a one-year, nonrecurring contract.

V. Niagara Chemical Division, FMC Corporation, agrees not to make any reference to Texas Technological College in either promotion or advertising without the express written consent of the proper college official.

TEXAS TECHNOLOGICAL COLLEGE

By /s/ Ellis W. Huddleston
Ellis W. Huddleston
Asst. Prof. of Entomology

By /s/ Donald Ashdown
Donald Ashdown
Prof. of Entomology

By /s/ E. J. Urbanovsky
Elo J. Urbanovsky
Department Head

By /s/ J. Wayland Bennett
J. Wayland Bennett
Assoc. Dean of Agriculture

By /s/ R. C. Goodwin
R. C. Goodwin
President

Date 10/6/64

NIAGARA CHEMICAL DIVISION
FMC Corporation

By /s/ Robert L. Gates

Date September 28, 1964

Robert L. Gates, Director
Research and Development

TEXAS TECHNOLOGICAL COLLEGE
Department of Park Administration, Horticulture and Entomology
Project: "Ethion on Grain Sorghum"
For the period September 1, 1964, through August 31, 1965

<u>Estimated Income:</u>	<u>1964-65</u>
Niagara Chemical Division, FMC Corporation, Middleport, New York, Grant-in-Aid -----	<u>\$500.00</u>
Total Estimated Income -----	<u>\$500.00</u>
 <u>Estimated Expenses:</u>	 <u>1964-65</u>
Principal Investigator	
Ellis W. Huddleston -----	\$ -0-
Research Associate	
Donald Ashdown -----	-0-
Student Assistants and/or Part-time Help -----	250.00
OASI -----	9.06
Maintenance, Equipment and Travel -----	190.94
Indirect Cost (Overhead) -----	<u>50.00</u>
Total Estimated Expenses -----	<u>\$500.00</u>

TEXAS TECHNOLOGICAL COLLEGE
Department of Geosciences
Project: "Physical, Chemical and Structural Studies of the
Polymorphic Forms of Calcium Orthosilicate
in the Marble Canyon Contact Zone"
For the period December 12, 1964, through August 31, 1965

<u>Estimated Income:</u>	<u>1964-65</u>
From Unappropriated Balance (Organized Research) -----	\$1,721.00
From General Research (Account No. 191-4000) Transfer -----	896.00
Total Estimated Income -----	<u>\$2,617.00</u>
 <u>Estimated Expenses:</u>	 <u>1964-65</u>
Principal Investigator	
Thomas E. Bridge -----	\$1,117.00(a)
Research Assistant	
_____ -----	600.00
Student Assistants and/or Part-time Help -----	-0-
Maintenance, Equipment and Travel -----	900.00(b)
Total Estimated Expenses -----	<u>\$2,617.00(c)</u>

(a) Contract from June 1, 1965, through July 15, 1965.
(b) Budgeted allocation for travel--none.
(c) Any deviation from this budget should be approved in advance by the
Dean of the Graduate School, the Vice President for Academic Affairs,
and the President.

August 27, 1964

Mr. J. Roy Wells, Secretary
Board of Directors
Texas Technological College
Lubbock, Texas

Dear Mr. Wells:

I shall greatly appreciate the kindness if you will convey to each member of the Board of Directors my deepest gratitude for the signal honor extended to me in naming one of the new dormitories CLEMENT HALL. I can think of no greater honor that can come to any man at the close of his period of service.

In taking this action, the Board has classed me with the Immortals of Texas Tech: Horn, Knapp, Gordon, Doak, Drane, West, etc., and I am humbly grateful for such recognition. It was my privilege to know and work with each of these people who have done so much for the college and naturally I feel so unworthy to be included in their company. Any man would covet the privilege that has been mine.

Cordially,

/s/ W. P. Clement

W. P. Clement, Emeritus
Registrar and Director
of Admissions

2606 20th Street
Lubbock, Texas

C O P Y

102 Beverly Drive
San Antonio, Texas 78201
August 31, 1964

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

This note is an attempt to put into words something of our deep appreciation of the signal honor which you conferred upon us in naming one of the new dormitories "Gates Hall."

Throughout the years, Texas Technological College has been good to us, and, under any circumstances, it would always hold a very warm place in our hearts. Your recent gracious action represents a wonderful climax to those previous recognitions with which you and the administrative officers of the College have honored us.

The thought that our name is being perpetuated in the official designation of a beautiful building at our beloved College overwhelms us in humble gratitude. We thank you from the bottom of our hearts.

This same letter is being sent to the President of the College, to the Vice Presidents, and to the Secretary of the Board.

Sincerely,

/s/ Eunice J. Gates

Eunice J. Gates

/s/ W. B. Gates

W. B. Gates

C O P Y

PIONEER NATURAL GAS COMPANY

Fuel for a Growing Empire

Box 511, Amarillo, Texas

August 24, 1964

Mr. Manuel DeBusk
716 Rio Grande National Building
Dallas 2, Texas

Dear Manny:

Needless to say, I was extremely flattered when Roy Wells called me Saturday evening and told me that the Board had named one of the dormitories after me. It is an honor, and I would not be telling you the truth if I did not say I appreciate it.

As I told Roy over the phone, I can think of quite a number of people who, in my opinion, were more deserving of the honor than I. Texas Tech is a great school, and certainly will be greater, and one that everyone can be proud of. I will always have a lot of satisfaction in having had a small part in its growth and development.

You and the other members of the Board are doing a fine job, and I know the school will be much better for having had such a Board of Directors. Naturally, everything does not run smooth all the time, but, as the old saying goes, "You have to take the bitter with the sweet."

Again, Manny, I feel very humble at the honor that has been bestowed upon me.

Sincerely yours,

/s/ Stoney

C. I. Wall

cc: Mr. R. Wright Armstrong

C O P Y

PIONEER NATURAL GAS COMPANY

Amarillo, Texas

C. I. Wall
President

August 24, 1964

Dear Bob:

I know that you and other members of the Administration and Faculty had a lot to do with the honor that was bestowed upon me last Saturday at the Board meeting. I was very surprised when Roy called to tell me about it Saturday evening, and, I might add, very humble.

I have a lot of fond recollections about my association with the College, and many more, too, for the privilege of working with you in helping to guide the College in the right direction. You have done, and are doing, a swell job, and I just want to say that I am very proud of being on the Board when you became President. As I told you then, any way that I can help, please let me know.

My very best regards to Constance and you.

Sincerely yours,

/s/ Stoney

C. I. Wall

Dr. R. C. Goodwin, President
Texas Technological College
Lubbock, Texas

C O P Y

Board Minutes
December 12, 1964
Attachment No. 9
Account No. 391-1239

NATIONAL SCIENCE FOUNDATION
Washington, D.C. 20550
November 18, 1964

Dr. R. C. Goodwin, President
Texas Technological College
Lubbock, Texas

GE-7297

Dear Dr. Goodwin:

It is a pleasure to inform you that \$42,700 is granted to Texas Technological College for support of a "Summer Institute in Biology for Secondary School Teachers." This grant is under the direction of Earl D. Camp, Department of Biology. The grant terminates September 30, 1965.

As funds are needed to carry out the purpose of this grant, please include your funding requirement in the Monthly Cash Request Form, No. 4-49.

In selecting individuals for participation and otherwise in the administration of the project, the grantee will not discriminate because of the race, creed, or color of any applicant or participant.

This grant may be revoked in whole or in part by the Foundation after consultation with the grantee. Such revocation shall not affect any commitment which, in the judgment of the Foundation, had become firm prior to the effective date of the revocation. Funds not committed by the grantee prior to the conclusion of the work contemplated under this grant shall be returned to the Foundation.

The Foundation requires that this grant be administered in general accordance, insofar as applicable thereto, with the Foundation's policies as stated in "Grants for Scientific Research," June 1963, as amended, and in conformity with the attached budget summary, the "Guide for Operation of 1965 Summer Institutes for Secondary School Teachers," and other understandings reached between the Foundation and the grantee relating to this grant.

Please acknowledge acceptance of this grant under the terms stated, on the enclosed copy of this letter and return to the Grants Office of the National Science Foundation.

Sincerely yours,

Enclosures

/s/ John T. Wilson

John T. Wilson
Acting Director

C O P Y

TEXAS TECHNOLOGICAL COLLEGE
Cash Gifts to the College through
Texas Technological College Foundation

<u>Donor and Number</u>	<u>Purpose of Gift</u>	<u>Account</u>	<u>Amount</u>
Mr. Frank M. Carter Pampa, Texas 4040	Scholarship	991-2940	\$ 300.00
Lee Optical Company Dallas, Texas 4041	Grant	391-2500	833.33
Bryant Radio & Television Lubbock, Texas 4042	Grant	391-2500	833.00
Mr. Earl Kenney Alamogordo, New Mexico 4043	Campus Entrance Project	391-2685	5.00
Lubbock County Bar Auxiliary Lubbock, Texas 4044	Furnishing and Equipping Govern- ment Pre-Law Room	391-7350	100.00
Mr. Hubert L. Burgess, Jr. Dallas, Texas 4045	Special Fund	991-0060	100.00
West Texas-New Mexico Chapter, National Elec- trical Contractors Association Lubbock, Texas 4047	Scholarship	391-8880	150.00
Conrad M. Hilton Foundation Beverly Hills, California 4048	Scholarships	391-7040	400.00
Lee Optical Company Dallas, Texas 4049	Grant	391-2500	833.33
Mrs. Homer G. Maxey Lubbock, Texas 4050	Scholarship	391-7560	350.00
The Maytag Company Foundation Newton, Iowa 4051	Scholarship	991-2940	50.00
Ector County School Food Service Association Odessa, Texas 4052	Scholarship	391-6660	50.00
Cabot Foundation, Inc. Boston, Massachusetts 4053	Scholarships	391-6260	1,138.00
Mr. Sam Baize Stamford, Texas 4054	Special Fund	991-0060	250.00
General Motors Corporation Detroit, Michigan 4056	Scholarship	991-2940	200.00
Mr. R. V. Payne, President Hale County State Bank Plainview, Texas 4047	Special Fund	991-0060	200.00

TEXAS TECHNOLOGICAL COLLEGE
Lubbock, Texas

Office of the Vice President
for Business Affairs

November 7, 1964

M E M O R A N D U M

TO: Mr. J. Roy Wells

SUBJECT: Signs on the Various Buildings on Campus

Docket Item

At the meeting on May 30, 1964, the Board of Directors authorized the Building Committee to award a contract between meetings for the installation of the approved signs on the various buildings on campus.

At 2 p.m. on November 3, 1964, the bids were opened and read aloud in the presence of five interested persons in Room 120 of the Administration Building. A copy of the bid tabulation is attached.

The low bidder was the Colonial Hites Company, 228 Parson Street, West Columbia, South Carolina, in the amount of \$4,654.19.

A recommendation was made to the members of the Building Committee that the contract be awarded to the low bidder, and the voting was as follows:

Mr. Wilmer Smith, Chairman	"Aye"	November 5, 1964
Mr. Harold Hinn	"Aye"	November 6, 1964
Mr. Herbert Allen	"Aye"	November 6, 1964

The award will be included in the Minutes of the Campus Planning Committee, in order that it may be of record there also.

/s/ M. L. P.
M. L. Pennington
Vice President for
Business Affairs

MLP:g

Enclosure

Copies to:

Mr. Wilmer Smith
Mr. Harold Hinn
Mr. Herbert Allen
Mr. Manuel DeBusk
Dr. R. C. Goodwin

Mr. E. J. Urbanovsky
Mr. Nolan E. Barrick
Mr. R. L. Mason
Mr. O. R. Downing
Mr. John G. Taylor
Mr. R. B. Price

Copy

TEXAS TECHNOLOGICAL COLLEGE
Lubbock, Texas

BID TABULATION

THE FABRICATION AND INSTALLATION
OF
BUILDING IDENTIFICATION LETTERS

CONTRACTOR	BID BOND	ADD. ACK.	ITEM #1	ITEM #2	TOTAL	CALENDAR DAYS
Architectural Bronze and Aluminum Co.			NB	NB		
Colonial Hites Company	X	X	\$8.72 (\$2,790.40)	\$7.37 (\$1,967.79)	\$4,758.19 if air freight not required - \$4,654.19	45 days
Letterfab, Inc.	X	X	\$17.55 (\$5,616.00)	\$14.10 (\$3,764.70)	\$9,380.70	150 days
Spanjer Brothers, Inc.	X	X	\$16.26 (\$5,203.20)	\$12.50 (\$3,337.50)	\$8,540.70	120 days
West Texas Advertising Co.			\$15.74 (\$5,021.06)	\$11.08 (\$2,925.19)	\$7,978.40	120 days

Bids opened at 2 p.m.
Room 120, Administration Building
November 3, 1964

C O P Y

STATE OF TEXAS §
COUNTY OF LUBBOCK §

THIS AGREEMENT made the 12th day of December, 1964, by and between the Board of Directors, Texas Technological College, Lubbock, Texas, acting herein by and through R. Wright Armstrong, Fort Worth, Tarrant County, Texas, Chairman of the Board of Directors, hereinafter called the Owner and Colonial-Hites Company, West Columbia, Lexington County, South Carolina, hereinafter called the Contractor.

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

ARTICLE 1. SCOPE OF THE WORK - The Contractor shall furnish all labor, superintendence, materials, and equipment to fabricate and install Building Identification Letters as 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. CONTRACT SUM - The Owner shall pay the Contractor for full performance of the contract the sum per unit of work done:

1. Ten inch letters fabricated and installed, complete in place, per letter. Eight Dollars and Seventy-two Cents. (\$8.72)
2. Eight inch letters fabricated and installed, complete in place, per letter. Seven Dollars and Thirty-seven Cents. (\$7.37)
3. Less allowance for non-use of air freight, \$104.00

Based on quantities provided in the drawings and specifications, the estimated contract amount is Four Thousand Six Hundred Fifty-four and 19/100 Dollars (\$4,654.19).

ARTICLE 3. COMPLETION OF THE CONTRACT - The work shall be completed within the time allotted in the Bid Proposal.

ARTICLE 4. BOND - The Contractor shall provide to the Owner a performance and payment bond in the amount of 100 per cent (100%) of the Contract Sum, without recourse, to the State of Texas, covering faithful performance of the contract and the payment of all obligations arising thereunder.

ARTICLE 5. ACCEPTANCE AND FINAL PAYMENT - The Owner shall, upon completion of the work, make such payment within Thirty (30) days after

acceptance by the Owner as will be necessary to complete the total payment of the contract, provided that the contract be then fully performed.

ARTICLE 6. CONTRACT DOCUMENTS -

Drawings:

Sheets No. 1 through 36

Specifications:

Notice to Bidders	One (1) sheet.
Proposal No. 1	Two (2) sheets.
General Conditions of the Agreement	Four (4) sheets.
Special Conditions of the Agreement	One (1) sheet.

Technical Specifications:

Item Specifications	Four (4) sheets.
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IN WITNESS WHEREOF, they have executed this agreement the day and year first above written.

ATTEST:

/s/ J. Roy Wells
Secretary

BOARD OF DIRECTORS
TEXAS TECHNOLOGICAL COLLEGE

By /s/ R. Wright Armstrong
Chairman of its Board of Directors

ATTEST:

/s/ W. L. Gantt
Secretary

COLONIAL-HITES COMPANY
228 Parson St.
West Columbia, S. C.
Contractor

By /s/ H. A. Brown
(Title) V. P.

/s/ Dayton F. Latham
Witness

228 Parson St.
W. Columbia, S. C.
Address

POLICY WITH RESPECT TO INVENTIONS AND PATENTS

It is recognized that work and efforts of members of the faculty and the staff of the College may result in inventions which are patentable in nature. It is further recognized that such patentable inventions might stem from work and efforts performed under contract with third parties sponsoring such work, and efforts (hereinafter referred to as "Sponsored Research Inventions"); from work and efforts performed in the normal course of employment with the College (hereinafter referred to as "Unsponsored Research Inventions"); or from work and efforts not related to contract research or normal activities within the scope of employment (hereinafter referred to as "Non-related Inventions").

It is the broad policy of the College to promote inventiveness and to expand the frontiers of human knowledge and attainment in those areas to which the pursuits of the College are dedicated. It is recognized, as a basic principle, that the sponsor of the work leading to a patentable invention is entitled to the principal benefits of that invention, and that the inventor and the College may participate to some extent therein.

In furtherance of the above, but subject to the limitations set forth below, the following basic policy is promulgated:

(1) Ownership of any patent resulting from Sponsored Research Inventions shall vest in the sponsor;

(2) Ownership of any patent resulting from Unsponsored Research Inventions shall vest in the College,

(3) Ownership of any patent resulting from Non-related Inventions shall remain with the inventor.

In furtherance of the above basic policy, the following procedure is recommended:

(1) Sponsored Research Inventions

In entering into contracts with third parties ("Sponsor") under which work and efforts of the members of the faculty and staff of the College might lead to a patentable invention or inventions, it shall be provided that all patent rights shall be assigned to the Sponsor of the research. A provision may be inserted in such a contract providing for a retention by the inventor of a royalty, either in a specified amount or in an amount to be negotiated, on all receipts from the invention thus assigned, and further providing for an

assignment of a negotiated percentage of such retained royalty to the College. All contracts involving potential Sponsored Research Inventions shall provide that if a patent application is filed and prosecuted, all costs of the same are to be paid by the Sponsor.

(2) Un-sponsored Research Inventions

It shall be a condition of employment by the College that all Un-sponsored Research Inventions shall be assigned to the College, provided that the College agrees to make application for a patent at its expense, or to further assign the same to Research Corporation (which corporation shall in turn make application for a patent and bear all expenses of the same). The inventor of all inventions assigned to the College (or reassigned to Research Corporation) shall be entitled to a retained royalty from the receipts of all inventions thus assigned. The amount of the retained royalty is to be determined by negotiations between the inventor and the College. In the event that the College (or Research Corporation) does not wish to file and prosecute a patent application (and so notifies the inventor within ninety days following the disclosure of the invention), all rights to the invention shall remain the property of the inventor.

(3) Non-related Inventions

It shall be a condition of employment by the College that disclosure shall be made to the College of all Non-related Inventions made during the term of employment. In the event that the College believes that the College's facilities were used (all or in part) in connection with the invention, or that all or a part of the invention stems from work and efforts performed in the normal course of employment, the College can recommend to the inventor an appropriate division of interest in the invention (and each party shall thereafter pay his or its proportionate share of the costs of any patent application and prosecution). If the inventor does not accept the College's recommendation as to an appropriate division of ownership, the question shall be submitted to a three-man board of arbitration whose recommendations shall be binding upon both parties. Each party shall appoint one of the arbitrators (the inventor may appoint himself) and the two arbitrators thus appointed shall appoint the third. All members of the Board of arbitration shall be members of the faculty or staff of the College and shall be entitled to no extra remuneration for their services as arbitrators.

DEFINITIONS

Wherever some action is required hereunder by "the College", that term shall be construed to mean the Board of Directors of the College or such person or persons designated by the Board. The term "inventor" as used herein shall mean "inventors" where appropriate. The term "invention" as used herein shall mean "inventions" where appropriate.