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THE UNIVERSITY OF TEXAS  
Office of the President  
Austin

January 2, 1958

TO THE HONORABLE BOARD OF REGENTS  
OF THE UNIVERSITY OF TEXAS

Mrs. Devall and Gentlemen:

The dockets prepared by the component institutions listed below are herewith submitted, with my recommendation for approval, for consideration at the meeting of the Board of Regents in Austin on January 10 and 11, 1958:

- |                           |                                     |
|---------------------------|-------------------------------------|
| Main University 504       | M. D. Anderson Hospital and         |
| Texas Western College 533 | Tumor Institute 557                 |
| Medical Branch 536        | Southwestern Medical School 585     |
| Dental Branch 552         | Postgraduate School of Medicine 576 |

I recommend approval of the following budget item:

1957-58 Budget

Auditing Oil and Gas Production

1. Increase the salaries account by \$175.81 from unused salaries in University Lands, Geology, the salary funds in both budgets being the 1% Fee money appropriated by the Board for Lease of University Lands. (731)

GIFTS TO THE COMMITTEE OF 75: The following contributions have been received to support the activities of the Committee of 75:

Dr. H. F. Connally, Jr., Waco	\$ 50.00	(789)
Fair Foundation, Tyler	500.00	(746)
Mr. Karl Hoblitzelle, Dallas	500.00	(855)
Mr. Eugene Holman, New York City	250.00	(719)
Mr. J. M. Odom, Austin	100.00	(853)
Mr. Elmer Patman, Austin	100.00	(840)
Mr. P. K. Stubblefield, Victoria	100.00	(767)
"Spontaneous donations by a few Ex-Students," Waco, totaling	27.50	(788)

CLASSIFICATION AND PAY PLAN: I recommend approval of the following changes in the classification and pay plan for Central Administration, effective December 1, 1957:

<u>Class</u>	<u>Rate</u>		<u>Step Number</u>
	<u>Monthly</u>	<u>Annual</u>	
Delete:			
3015 Architect; Assistant to the Comptroller	\$592-740	\$7,104-8,880	42
Add:			
3015 Architect and Assistant to the Comptroller	\$680-870	\$8,160-10,440	45

I further recommend approval of the classification and pay plan for Main University, Central Administration and Available Fund for 1958-59 as set out in Table I attached as part of this docket.


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REMODELING OF ATTIC OF THE PETROLEUM ENGINEERING BUILDING: At the October 1957 meeting of the Board an appropriation of \$90,000 was approved for the remodeling of the attic of the Petroleum Engineering Building, but no procedure for the performance of the work was set up at this meeting. Mr. C. H. Sparenberg, Comptroller, now recommends, and I concur, that approval be given to the Physical Plant staff of Main University to proceed with the preparation of plans and specifications which will be presented to the Board after completion.

GIFTS TO MAIN UNIVERSITY: Since the completion of the docket for Main University, the following gifts of stock have been received and are reported with recommendation for acceptance in order that transfer of ownership may be recorded as promptly as possible.

1. A donor who wishes to remain anonymous has given various stocks of an approximate value of \$900 to the Arts and Sciences Foundation to be used as a scholarship for some needy Plan II student. (835)
2. Mr. Joe J. King, Houston, has given three hundred shares of Tennessee Gas Transmission Company stock, of an approximate value of \$8,438, "for the use and benefit of the Engineering Foundation of the College of Engineering of The University of Texas, for the establishment of Engineering Graduate Fellowships. . . This donation and any fund or property arising therefrom in whatever form it may take, shall be called the 'Alfred and Nellie King Graduate Fellowship'. . . only the net income from this trust shall be used in the establishment and maintenance of the Graduate Engineering Fellowship." (848)
3. Mr. George Moses Knebel and Mrs. Carolyn Gladdish Knebel, New York City, have given fifteen shares of Creole Petroleum Corporation stock, valued at approximately \$1,160, to be credited to the Hal P. Bybee Memorial Fund, Geology Foundation. (824)

Sincerely yours,

  
Logan Wilson

THE UNIVERSITY OF TEXAS  
Main University, Central Administration and Available Fund

Salary Ranges Covering  
Classes of Positions in the Classified Service

EXPLANATION: Below are listed the salary ranges for classes of positions in the Classified Service of the University. The first column indicates the index number of the class; the second column, the class title; the third column, the monthly salary range for the class, i.e., the minimum and maximum rates to be paid to incumbents of positions of the class; the fourth column, the annual salary range for the class; the last column, the salary step number, which refers to the Basic Salary Schedule (Table 2). The "intermediate steps" are those rates which fall between the indicated minimum and maximum rates and can be found in Table 2.

The salary ranges are intended to provide an equitable level of compensation for each class of employment. Ranges are determined through study and analysis of the following factors: Prevailing rates of pay for comparable employment by private and other public employers, present economic conditions, present labor market conditions, past University pay policies, and the relationship of the different classes of employment as determined through evaluation of duties and responsibilities of each position.

CLASS

RANGE

(See Table No. 2 For Intermediate Steps and Hourly Rates)

	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(0- CLERICAL, FISCAL, AND ADMINISTRATIVE SERVICE)			
(00- Clerical and General Administrative Group)			
0000 Clerical Assistant	\$128-200	\$1536-2400	10
0001 Clerk	210-264	2520-3168	20
0002 Senior Clerk	241-304	2892-3648	23
0003 Administrative Clerk	290-385	3480-4620	27
0004 Office Supervisor	351-467	4212-5604	31
0010 Clerk Typist	210-264	2520-3168	20
0011 Senior Clerk Typist	241-304	2892-3648	23
0020 Secretary	230-277	2760-3324	22
0021 Senior Secretary	252-320	3024-3840	24
0022 Administrative Secretary	290-385	3480-4620	27
0030 Administrative Assistant	367-490	4404-5880	32
0031 Executive Assistant	424-539	5088-6468	35
0040 Manager, Stenographic Bureau	304-385	3648-4620	28
0050 Transcript Examiner	277-367	3324-4404	26
0051 Assistant Director of Admissions	467-592	5604-7104	37
0052 Assistant Registrar and Registration Supervisor	490-620	5880-7440	38
0055 Assistant Registrar	490-620	5880-7440	38
0065 Medical Records Librarian	277-335	3324-4020	26
0069 Assistant Director, Workmen's Compensation Insurance	367-467	4404-5604	32
0070 Director, Workmen's Compensation Insurance	514-680	6168-8160	39
0080 Library Assistant	241-290	2892-3480	23

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
0081 Senior Library Assistant	\$277-320	\$3324-3840	26
0090 Assistant Director, University Development Board	565-710	6780-8520	41
(01- Fiscal and Accounting Group)			
0100 Accounting Clerk I	230-277	2760-3324	22
0101 Accounting Clerk II	277-335	3324-4020	26
0102 Accountant I	351-445	4212-5340	31
0103 Accountant II	445-565	5340-6780	36
0104 Chief, Accounting Division	539-680	6468-8160	40
0105 Assistant University Auditor	592-740	7104-8880	42
0108 Inventory Supervisor	367-467	4404-5604	32
0110 Security Analyst	445-565	5340-6780	36
0111 Senior Security Analyst	592-770	7104-9240	42
0120 Bursar	514-650	6168-7800	39
0125 Cashier I	264-335	3168-4020	25
0126 Cashier II	335-424	4020-5088	30
0130 Supervisor, Payroll Division	490-620	5880-7440	38
0140 Branch College Auditor	565-710	6780-8520	41
(02- Statistical Group)			
0200 Statistical Aide	181-230	2172-2760	17
0201 Clerk Draftsman	210-264	2520-3168	20
0205 Statistical Clerk	241-304	2892-3648	23
0210 Statistician	351-445	4212-5340	31
(03- Office Equipment Operation Group)			
0300 Switchboard Operator	181-230	2172-2760	17
0301 Chief Switchboard Operator	230-290	2760-3480	22
0305 Key Punch Operator	230-290	2760-3480	22
0309 Tabulating Equipment Operator I	241-290	2892-3480	23
0310 Tabulating Equipment Operator II	304-385	3648-4620	28
0311 Tabulating Equipment Supervisor	490-650	5880-7800	38
0315 Electronics Computing Machine Operator	320-404	3840-4848	29
0320 Photostat Operator	210-264	2520-3168	20
0321 Photographic Duplication Supervisor	264-320	3168-3840	25
0330 Computing Clerk	210-264	2520-3168	20
(04- Stores and Procurement Group)			
0400 Stores Clerk I	210-264	2520-3168	20
0401 Stores Clerk II	264-335	3168-4020	25
0402 Stores Foreman	385-445	4620-5340	33
0407 Athletic Equipment Supervisor	385-445	4620-5340	33
0410 Purchasing Agent	467-620	5604-7440	37
0420 Military Property Custodian	385-514	4620-6168	33
(05- Legal Group)			
0500 Assistant Land and Trust Attorney	680-835	8160-10020	45
0510 Real Estate Manager	650-835	7800-10020	44

<u>CLASS</u>		<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(06- Publications Group)				
0600	Assistant Editor, Official Publications	\$290-367	\$3480-4404	27
0601	Editor, Official Publications	404-539	4848-6468	34
(07- Personnel Group)				
0705	Personnel Assistant	367-467	4404-5604	32
0710	Placement Secretary	252-320	3024-3840	24
0715	Personnel Interviewer	335-424	4020-5088	30
0720	Student Employment Director	404-514	4848-6168	34
0729	Assistant Director, Classified Personnel	404-514	4848-6168	34
(1- COUNSELING AND HEALTH SERVICE)				
(10- Student Advisory Group)				
1000	Dormitory Resident Counselor I	110-164	1320-1968	7
1001	Dormitory Resident Counselor II	128-210	1536-2520	10
1010	Dormitory Counseling Supervisor I	230-320	2760-3840	22
1011	Dormitory Counseling Supervisor II	335-467	4020-5604	30
1030	Student Group Advisor I	290-367	3480-4404	27
	Student Group Advisor II	385-490	4620-5880	33
	Student Group Advisor III	490-620	5880-7440	38
1040	Assistant to the Director, Texas Union	264-320	3168-3840	25
1042	Union Program Supervisor	264-320	3168-3840	25
1045	Director, Texas Union	467-592	5604-7104	37
1050	Counselor, Intercollegiate Athletics	539-680	6468-8160	40
(11- Testing and Guidance Group)				
1110	Psychologist I (Group of Classes)	304-404	3648-4848	28
1111	Psychologist II (Group of Classes)	424-539	5088-6468	35
1112	Psychologist III (Group of Classes)	539-680	6468-8160	40
1120	Psychometrist I	277-367	3324-4404	26
1121	Psychometrist II	351-445	4212-5340	31
(12- Medical Group)				
1200	Nurses Aide	164-210	1968-2520	15
1201	Clinic Nurse	264-320	3168-3840	25
1205	X-Ray Technician	304-367	3648-4404	28
1210	Physical Therapist	320-404	3840-4848	29
1220	Physician, General Medicine	740-1000	8880-12000	47
1221	Physician, Specialist (Group of Classes)	870-1150	10440-13800	51
1250	Hospital Orderly	156-200	1872-2400	14
1255	Hospital Dietitian	367-467	4404-5604	32
1260	Staff Nurse	264-320	3168-3840	25
1261	Surgical Nurse	277-335	3324-4020	26
1262	Supervising Nurse (Group of Classes)	290-367	3480-4404	27
1270	Chief of Nurses	367-467	4404-5604	32

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(13- Sanitation Group)			
1310 Assistant Housing Inspector	\$264-320	\$3168-3840	25
1311 Housing Inspector	290-367	3480-4404	27
(2 RESEARCH AND SCIENTIFIC SERVICE)			
(20- Social Science Research Group)			
2007 Social Science Research Assistant I	164-220	1968-2640	15
2008 Social Science Research Assistant II	230-290	2760-3480	22
2009 Social Science Research Associate I (Group of Classes)	304-404	3648-4848	28
2010 Social Science Research Associate II (Group of Classes)	367-467	4404-5604	32
2011 Social Science Research Associate III (Group of Classes)	445-565	5340-6780	36
2012 Social Science Research Associate IV (Group of Classes)	539-710	6468-8520	40
(21- Pure and Applied Science Group)			
2109 Laboratory Research Assistant I	164-220	1968-2640	15
2110 Laboratory Research Assistant II	230-290	2760-3480	22
2111 Research Engineer-Scientist I (Group of Classes)	304-404	3648-4848	28
2112 Research Engineer-Scientist II (Group of Classes)	367-467	4404-5604	32
2113 Research Engineer-Scientist III (Group of Classes)	445-565	5340-6780	36
2114 Research Engineer-Scientist IV (Group of Classes)	539-710	6468-8520	40
2115 Research Engineer-Scientist V (Group of Classes)	710-1000	8520-12000	46
2120 Field Operations Specialist	490-620	5880-7440	38
2130 Systems Development Specialist I	592-800	7104-9600	42
2131 Systems Development Specialist II	835-1050	10020-12600	50
(22- Technical Staff Group)			
2210 Technical Staff Assistant I (Group of Classes)	181-252	2172-3024	17
2211 Technical Staff Assistant II (Group of Classes)	252-320	3024-3840	24
2212 Technical Staff Assistant III (Group of Classes)	320-404	3840-4848	29
2213 Technical Staff Assistant IV (Group of Classes)	404-514	4848-6168	34
2214 Technical Staff Assistant V (Group of Classes)	514-650	6168-7800	39

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(23- Laboratory and Stores Group)			
2300 Laboratory Attendant	\$128-200	\$1536-2400	10
2301 Laboratory Stores Assistant	200-264	2400-3168	19
2302 Laboratory Services Supervisor	277-367	3324-4404	26
2303 Procurement Officer (Group of Classes)	335-404	4020-4848	30
2310 Medical Technologist	320-404	3840-4848	29
2311 Supervising Medical Technologist	367-467	4404-5604	32
2320 Assistant Pharmacist	304-404	3648-4848	28
(27- Humanities Research Group)			
2701 Humanities Research Assistant I	164-220	1968-2640	15
2702 Humanities Research Assistant II	230-290	2760-3480	22
2703 Humanities Research Associate	304-404	3648-4848	28
(28- Language Group)			
2803 Translator	290-351	3480-4212	27
(3- ENGINEERING, TRADES AND LABOR SERVICE)			
(30- Engineering Group)			
3000 Draftsman I	252-320	3024-3840	24
3001 Draftsman II	335-445	4020-5340	30
3005 Cartographer	385-490	4620-5880	33
3009 Architectural Assistant	404-514	4848-6168	34
3010 Architect I	490-592	5880-7104	38
3011 Architect II	592-740	7104-8880	42
3015 Architect; Assistant to the Comptroller	620-770	7440-9240	43
3018 Refrigerating and Heating Engineer	592-740	7104-8880	42
3019 Assistant Power Plant Engineer	467-592	5604-7104	37
3020 Power Plant Engineer	592-740	7104-8880	42
3024 Assistant Maintenance Engineer	467-592	5604-7104	37
3025 Maintenance Engineer	592-740	7104-8880	42
3030 Communications Engineer	592-740	7104-8880	42
3039 Assistant Electrical Engineer	467-592	5604-7104	37
3040 Electrical Engineer	592-740	7104-8880	42
3050 Superintendent of Utilities	650-800	7800-9600	44
(31- Plant Operation Group)			
3100 Assistant Utilities Station Operator	264-320	3168-3840	25
3101 Utilities Station Operator	335-404	4020-4848	30
3102 Utilities Operations Foreman	404-467	4848-5604	34
3105 Building Utility Operator	241-304	2892-3648	23
3130 Assistant Refrigeration Foreman	367-424	4404-5088	32
3131 Refrigeration Foreman	404-467	4848-5604	34
3135 Assistant Air Conditioning Foreman	367-424	4404-5088	32
3136 Air Conditioning Foreman	404-467	4848-5604	34
3140 Assistant Steam Distribution Foreman	367-424	4404-5088	32
3141 Steam Distribution Foreman	404-467	4848-5604	34
3150 Electrical Distribution Foreman	404-467	4848-5604	34
3160 Distribution Supervisor	404-467	4848-5604	34

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(32- Building and Allied Trades Group)			
3200 Maintenance Man (Group of Classes)	\$220-290	\$2640-3480	21
3210 Cabinetmaker	320-367	3840-4404	29
3211 Carpenter	304-351	3648-4212	28
3212 Assistant Carpenter Foreman	351-404	4212-4848	31
3213 Carpenter Foreman	404-467	4848-5604	34
3220 Electrician	351-404	4212-4848	31
3221 Assistant Electrical Foreman	367-424	4404-5088	32
3222 Electrical Foreman	404-467	4848-5604	34
3225 Cable Splicer	351-424	4212-5088	31
3230 Painter	290-335	3480-4020	27
3231 Assistant Painter Foreman	351-404	4212-4848	31
3232 Painter Foreman	404-467	4848-5604	34
3240 Plumber	320-367	3840-4404	29
3241 Assistant Plumber Foreman	351-404	4212-4848	31
3242 Plumber Foreman	404-467	4848-5604	34
3260 Steam Fitter	335-385	4020-4620	30
3271 Furniture and Furnishings Foreman	404-467	4848-5604	34
3280 Cement Finisher	304-351	3648-4212	28
3281 Mason	335-385	4020-4620	30
3285 Steel Worker	320-367	3840-4404	29
3290 Insulator	335-385	4020-4620	30
3295 Construction Machinery Operator	277-351	3324-4212	26
(33- Mechanical and Allied Trades Group)			
3310 Automotive Mechanic	264-335	3168-4020	25
3320 Boilermaker	335-385	4020-4620	30
3330 Plant Maintenance Mechanic	335-385	4020-4620	30
3331 Assistant Maintenance Mechanic Foreman	351-404	4212-4848	31
3332 Maintenance Mechanic Foreman	404-467	4848-5604	34
3335 Shop Assistant (Mechanical Engineering)	335-424	4020-5088	30
3340 Refrigeration Mechanic	335-385	4020-4620	30
3350 Temperature Control Mechanic	335-385	4020-4620	30
3360 Welder	335-385	4020-4620	30
3365 Glass Blower	404-514	4848-6168	34
3370 Locksmith	304-351	3648-4212	28
3371 Laboratory Machinist	304-385	3648-4620	28
3373 Machinist Foreman	404-467	4848-5604	34
3374 Instrument Shop Foreman	467-539	5604-6468	37
3380 Scientific Instrument Maker I	351-445	4212-5340	31
3381 Scientific Instrument Maker II	404-514	4848-6168	34
3390 Motorboat Operator	304-385	3648-4620	28
(34- Printing and Allied Trades Group)			
3400 Offset Press Operator	264-335	3168-4020	25
3401 Offset Press Foreman	351-445	4212-5340	31
3410 Book Repairer	230-277	2760-3324	22
3420 Bindery Foreman	Prevailing		
3428 Press Feeder	Prevailing		



<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
3430 Press Foreman	Prevailing		
3440 Printing Production Expeditor	Prevailing		
3449 Assistant Manager, Printing Division	\$467-592	\$5604-7104	37
3450 Manager, Printing Division	565-740	6780-8880	41
(35- Labor and Labor Supervision Group)			
3500 Laborer	181-230	2172-2760	17
3501 Utility Worker	200-252	2400-3024	19
3505 Helper (Group of Classes)	128-200	1536-2400	10
3510 Gardener	200-241	2400-2892	19
3520 Grounds Crew Foreman	252-304	3024-3648	24
3525 Landscape Gardener	385-445	4620-5340	33
3539 Assistant Transportation Foreman	320-367	3840-4404	29
3540 Transportation Foreman	404-467	4848-5604	34
3550 Assistant Superintendent of Construction and Maintenance	424-539	5088-6468	35
(4- CUSTODIAL AND FOOD SERVICE)			
(40- Housing Management Group)			
4000 Receptionist	100-128	1200-1536	5
4005 Dormitory Supervisor	128-210	1536-2520	10
4030 Manager, University Apartments	351-445	4212-5340	31
4040 Manager, Women's Residence Halls	424-539	5088-6468	35
4045 Manager, Men's Residence Halls	404-514	4848-6168	34
4050 Assistant to Director, Housing and Food Service	490-620	5880-7440	38
(41- Food Service Group)			
4100 Food Service Worker	128-200	1536-2400	10
4110 Food Preparation Worker	135-220	1620-2640	11
4111 Cook I	142-200	1704-2400	12
4112 Cook II	210-304	2520-3648	20
4120 Baker I	142-200	1704-2400	12
4121 Baker II	210-304	2520-3648	20
4140 Food Service Supervisor I	156-210	1872-2520	14
4141 Food Service Supervisor II	220-290	2640-3480	21
4142 Food Service Supervisor III	304-404	3648-4848	28
4151 Manager, University Commons	445-565	5340-6780	36
4155 Manager, University Tea House	385-490	4620-5880	33
4157 Manager, Varsity Cafeteria	424-539	5088-6468	35
4160 Supervisor of Food Service	514-650	6168-7800	39
(42- Building Services and Custodial Group)			
4200 Custodial Worker	128-200	1536-2400	10
4210 Housekeeper I	164-210	1788-2520	13
4211 Housekeeper II	210-264	2520-3168	20

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
4220 Elevator Operator	\$164-190	\$1968-2280	15
4230 Building Attendant	164-230	1968-2760	15
4231 Building Crew Foreman	252-304	3024-3648	24
4232 Assistant Building Services Supervisor	304-367	3648-4404	28
4233 Building Services Supervisor	404-467	4848-5604	34
4234 Assistant Superintendent of Buildings and Grounds	385-514	4620-6168	33
4235 Superintendent of Buildings and Grounds	490-620	5880-7440	38
4240 Exterminator	241-304	2892-3648	23
(43- Security Group)			
4310 Guard	190-241	2280-2892	18
4320 Traffic and Security Officer	241-290	2892-3480	23
4322 Traffic and Security Sergeant	264-320	3168-3840	25
4325 Traffic and Security Captain	304-367	3648-4404	28
4330 Chief Traffic and Security Officer	367-467	4404-5604	32
(5- OIL, LAND AND GEOLOGY SERVICE)			
(50- )			
5000 Oil Gauger	367-467	4404-5604	32
5001 Chief Oil Gauger	404-514	4848-6168	34
5009 Assistant Land Agent	404-514	4848-6168	34
5020 Oil Scout	404-514	4848-6168	34
5030 Geologist	445-539	5340-6468	36
5031 Senior Geologist	565-710	6780-8520	41
5032 Supervising Geologist	620-800	7440-9600	43
5040 Petroleum Engineer	467-565	5604-6780	37
5050 Land and Title Registrar	445-565	5340-6780	36
5060 Assistant Auditor, Oil and Gas Production	445-565	5340-6780	36
5061 Auditor, Oil and Gas Production	539-680	6468-8160	40
(6- EDUCATIONAL AND INFORMATIONAL SERVICE)			
(60- Professional Library Group)			
6010 Librarian I (Group of Classes)	367-445	4404-5340	32
6011 Librarian II (Group of Classes)	404-490	4848-5880	34
6012 Librarian III (Group of Classes)	445-539	5340-6468	36
6020 Archives Translator	304-367	3648-4404	28
6030 Archivist	404-490	4848-5880	34
6040 Chief Catalog Librarian	490-592	5880-7104	38
6042 Acquisition Librarian	490-592	5880-7104	38
6043 Rare Books Librarian	490-592	5880-7104	38
6045 Latin American Collections Librarian	490-592	5880-7104	38
6048 Texas History Center Librarian	490-592	5880-7104	38
6050 Law Librarian I	404-490	4848-5880	34
6051 Law Librarian II	467-592	5604-7104	37
6052 Law Librarian	592-740	7104-8880	42
6060 Director, Package Loan Library	490-592	5880-7104	38

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(61- Training Program Group)			
6100 Training Specialist I (Group of Classes)	\$404-514	\$4848-6168	34
6101 Training Specialist II (Group of Classes)	490-650	5880-7800	38
6102 Training Specialist III (Group of Classes)	565-770	6780-9240	41
6103 Vocational Teacher-Trainer	539-740	6468-8880	40
(62- Interscholastic Services Group)			
6210 Interscholastic Music Director	467-592	5604-7104	37
6220 Interscholastic Speech Director	467-592	5604-7104	37
6230 Interscholastic Journalism Director	467-592	5604-7104	37
(63- Athletic Group)			
6300 Intramurals Official	Prevailing		
6310 Intramurals Assistant	156-200	1872-2400	14
6311 Swimming Pool Supervisor	156-200	1872-2400	14
6320 Intramurals Assistant Director	424-539	5088-6468	35
6321 Intramurals Director	620-770	7440-9240	43
(65- Music, Art, and Drama Group)			
6500 Pianist	164-230	1968-2760	15
6501 Improvisational Pianist	241-304	2892-3648	23
6502 Coach-Accompanist	277-351	3324-4212	26
6510 Vocalist	\$1.00 per hr. for rehearsal; \$2.00 per hr. for broadcast.		
6511 Instrumentalist	\$1.50 per hr. for rehearsal; \$2.00 per hr. for broadcast		
6512 Professional Actor	\$2.00 per hr. for rehearsal and performance		
6515 Band Leader	277-351	3324-4212	26
6530 Illustrator	190-241	2280-2892	18
6540 Wardrobe Mistress	190-241	2280-2892	18
6550 Coordinator of Public Programs	335-424	4020-5088	30
(66- Radio and Television Group)			
6600 Radio-Television Control Technician	351-445	4212-5340	31
6601 Radio-Television Technical Supervisor	445-565	5340-6780	36
6610 Radio Script Writer	320-404	3840-4848	29
6611 Radio-Television Script Editor	367-467	4404-5604	32

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
6612 Radio Writer-Producer	\$335-424	\$4020-5088	30
6620 Radio Production Assistant	156-200	1872-2400	14
6630 Television Production Assistant	156-200	1872-2400	14
6635 Television Program Director	514-650	6168-7800	39
(67- Audio-Visual Group)			
6700 Projection Technician	172-230	2064-2760	16
6710 Audio-Visual Shipping Supervisor	252-320	3024-3840	24
6720 Photographic Technician	172-230	2064-2760	16
6721 Chief Photographer	264-335	3168-4020	25
6725 Audio-Visual Specialist (Group of Classes)	277-351	3324-4212	26
6726 Audio-Visual Educational Specialist (Group of Classes)	367-490	4404-5880	32
6740 Motion Picture Laboratory Technician	241-304	2892-3648	23
6743 Cameraman	304-385	3648-4620	28
6745 Motion Picture Production Supervisor	404-514	4848-6168	34
(68- Journalism Group)			
6800 Junior Reporter	156-200	1872-2400	14
6810 Proofreader	210-264	2520-3168	20
6820 Informational Writer I	264-335	3168-4020	25
6821 Informational Writer II	335-424	4020-5088	30
6822 Assistant Director and Editor, News and Information Service	424-539	5088-6468	35
6825 Technical Reports Editor I	290-367	3480-4404	27
6826 Technical Reports Editor II	320-404	3840-4848	29
6840 Publications Production Assistant	335-445	4020-5340	30
6850 Production Manager, University Press	404-514	4848-6168	34
6854 Editorial Assistant, University Press	210-264	2520-3168	20
6855 Editor I, University Press	277-367	3324-4404	26
6856 Editor II, University Press	367-467	4404-5604	32
6857 Editor III, University Press	467-565	5604-6780	37
6860 Advisor to University Publications	490-620	5880-7440	38
6869 Sales Assistant, University Press	304-404	3648-4848	28
6870 Sales Manager, University Press	424-539	5088-6468	35
(69- Legal Aid Group)			
6900 Legal Aid Attorney	367-467	4404-5604	32
6905 Legal Aid Director	490-620	5880-7440	38

THE UNIVERSITY OF TEXAS  
Office of the President  
Austin

503

Travel Supplement

January 10, 1958

To the Board of Regents  
of The University of Texas

Mrs. Devall and Gentlemen:

I am submitting herewith with my recommendation for approval travel requests for Central Administration staff received subsequent to completion of the docket.

1. Mr. L. D. Haskew, Vice-President for Developmental Affairs, December 5-10, 1957, to New York City to present a project proposal in educational research to Fund for the Advancement of Education, and to Cleveland, Ohio, to confer with Dr. Maurice Seay of the W. K. Kellogg Foundation, expenses to be paid from the Office of the President travel funds.

2. Mr. Hulon W. Black, Executive Director, University Development Board, February 10-13, 1958 (approximately) to confer with development officers of other universities and colleges who are members of the Development Section of the American College Public Relations Association, expenses to be paid from the Office and Travel of the Development Board, [REDACTED], and possibly from Supplemental Travel account, [REDACTED].

Sincerely yours,

*Logan Wilson*  
Logan Wilson

File

THE UNIVERSITY OF TEXAS  
Office of the Vice-President and Provost  
Main University  
Austin

Official Copy  
504

December 18, 1957

Dr. Logan Wilson, President  
The University of Texas  
Austin, Texas

Dear President Wilson:

The following docket for Main University, Organized Research, and Extension is submitted for your approval and presentation to the Board of Regents at its meeting in Austin on January 10 and 11, 1958:

1957-58 Budget  
College of Arts and Sciences  
Chemistry

1. Approve the new nine months rate indicated for each of the following, effective December 1, 1957, additional funds to come from Unallocated Salaries:

Professor G. H. Ayres (from \$9,200) \$9,700 (711)  
Associate Professor W. H. R. Shaw (from \$6,800) 7,000 (729)

Economics

2. Change the appointment of Mr. Frederic Meyers, Associate Professor at \$7,000 for nine months, to a half-time basis for the Second Semester, making his total salary for the Long Session \$5,250. (758)

English

3. Approve the appointment of Mr. Walter F. Starkie as Visiting Professor for the Second Semester (1957-58 only) at a stipend of \$6,000, funds to come from unused salaries. (727)

4. Approve the appointment of the following as Visiting Lecturer at a total stipend of \$500 for the period indicated, funds to come from Unallocated Salaries:

William B. Todd November 15-30, 1957 (752)  
William Beattie November 15-30, 1957 (753)  
Gay Allen November 1-30, 1957 (754)

5. Accept the resignation of Mrs. Alice L. Cooke, Assistant Professor, at \$5,200 for nine months effective at close of business January 31, 1958. Mrs. Cooke is retiring after serving the University since 1920, when she began as a part-time tutor. (810)

Geology

6. Cancel the appointment of Mr. William L. McIntire, Assistant Professor, whose appointment was to become effective February 1, 1958, at a \$6,000 rate for nine months. Mr. McIntire will be appointed effective with the beginning of the 1958-59 Long Session. (796)

7. Appoint Mr. Frank B. Conselman as Visiting Lecturer for the month of December at a total stipend of \$1,500, payable from Visiting Lecturers item. (794)

Government

8. Appoint Mr. Charles Rodman Porter as Lecturer (one-third time) for the Second Semester at a total stipend of \$1,500, funds to come from account for Teaching Assistants. (765)

1957-58 Budget (continued)  
College of Arts and Sciences (continued)  
Home Economics

*Appointed  
at Mr. meeting  
503  
Same as  
19.359*

9. Appoint Mrs. Billie B. Daveport as Lecturer for the Long Session at a salary rate of \$5,200, the appointment effective October 15, 1957, and the funds needed for this period to come from Unallocated Salaries. Of this amount \$600 will come from Legislative Supplement for training of Vocational Teachers. (717)

Mathematics and Astronomy

10. Increase the nine months salary rate of Mr. Milo W. Weaver, Assistant Professor, from \$5,000 to \$5,600, effective February 1, 1958, additional funds to come from Unallocated Salaries. Mr. Weaver will continue to serve on a half-time basis in the Department and half-time under the National Science Foundation grant. (745)

Psychology

11. Appoint Mr. Kai V. Johannes von Fieandt as Visiting Professor for the Second Semester at a total stipend of \$5,000, funds to come from Unallocated Salaries. (795)

12. Change the Second Semester appointment of Mr. W. L. Brown, Associate Professor at \$6,500 for nine months, to a one-third time basis, so that he may continue to serve as Head of the Psychology Section at the Radiobiological Laboratory as he did the First Semester. (716)

Romance Languages

13. Appoint Mr. Jose' Juan Arrom as Visiting Lecturer in Criticism for the month of December, 1957, at a total stipend of \$1,000, funds from Unallocated Salaries. (790)

College of Education  
Curriculum and Instruction

14. Extend the appointment of the following Lecturers (half-time) through the Second Semester on a half-time basis at a total stipend of \$1,350 each for the period, funds to come from account for Teaching Assistants: (777)

Miss Mildred Vance

Mr. Joseph R. Ellis

Educational Administration

15. Accept the resignation of Mr. Roy M. Hall, Professor at \$8,200 for nine months, effective at close of business December 31, 1957. This will also terminate his appointment as Director of the Southwest School Administration project under the Kellogg Grant. Mr. Hall has accepted a position as Assistant Commissioner of Education, U. S. Office of the Education. (766)

Educational Psychology

16. Appoint Mr. John Orr Crites as Lecturer without salary, effective February 1, 1958. Mr. Crites is employed in the Testing and Guidance Bureau. (747)

College of Fine Arts

Drama

17. Place Miss Shirlee Dodge, Associate Professor at \$6,700 for nine months, on a two-fifths time basis for the period December 1-16, 1957. (797)

18. Appoint Mrs. Fred Uetzmann as Guest Lecturer (three-fifths time) for the period December 1-16, 1957, at a total stipend of \$230.52, (\$6,700 rate) funds to come from unused salary of Miss Dodge. (797)

Graduate School of Library Science

19. Grant Miss Esther Stallmann, Professor at \$7,500 for nine months, a leave of absence without salary for the Second Semester. (781)

Military Science and Tactics

20. Delete the name of Associate Professor Ralph A. Tolve who served without salary from the University.

1957-58 Budget (continued)

Intramural Sports for Women

21. Appoint Mrs. Mamie L. Pipkin Hughes as Director of Co-Recreation (half-time) for the Long Session at a total salary of \$2,400, funds to come from unused salaries.

506

Organized Research

Bureau of Business Research

22. Appoint Mr. Francis B. May as Statistician (one-third time) for the period September 16, 1957-June 15, 1958, at a total stipend of \$2,466, funds to come from unused salary of Mr. Henshaw, on leave. (771)

*Get rid  
Remind  
Notice*

Bureau of Engineering Research

23. Change the appointment of Mr. Raymond F. Dawson, Associate Director; Professor of Civil Engineering at \$10,800 for twelve months, to a half-time basis, effective October 2, 1957, transferring the unused portion of his salary to item for Research Assistants (P.T.). Mr. Dawson will be appointed half-time under the Chulalongkorn Contract.

Educational Administration Project - Southwest School Administration Project

24. Appoint Mr. W. E. Barron, Assistant Professor of Educational Administration, as Director without salary, effective January 1, 1958, vice Mr. Hall, resigned. (811)

*Marked*

Division of Extension

Extension and Field Service Bureau

25. Change the nine months appointment of Mrs. Shirley Austin, Consultant in Radio, from a fourth to a half-time basis, effective November 1, 1957, at her present base salary rate of \$5,400, additional funds to come from unfilled position of Lecturer in Educational Administration at \$5,100. The unused balance of the latter position, in the amount of \$4,050, will be used to create a Consultants account. (726)

Chulalongkorn Contract

26. Appoint Mr. Raymond F. Dawson, Professor of Civil Engineering and Associate Director of the Bureau of Engineering Research, as Administrator on a half-time basis at \$450.00 per month, effective October 2, 1957. (756)

Government Sponsored Projects

Research in Bacteriology

27. Appoint Mr. Orville Wyss as Director (Faculty) for the period September 1-15, 1957, at a monthly rate of \$1,444.44

Bureau of Industrial Chemistry

28. Appoint Mr. Kenneth A. Kobe as Director (Faculty) (2-3/4 hours per week) at \$99.31 per month, effective November 1, 1957. (779)

Defense Research Laboratory

29. Approve the following appointments and/or changes of status to that indicated:

	<u>Monthly Rate</u>	<u>Effective Date</u>	
Research Engineer (Faculty)			
Kenneth Charles Rathbun	\$ 00.00	November 19, 1957	(780)
Clayton W. Chance (leave)	00.00	November 1, 1957	(725)
Design Engineer (Faculty)			
Noel C. McGuire (leave)	00.00	November 1, 1957	(721)
Research Scientist (Mathematics)(Faculty)			
Ralph E. Lane (leave)	00.00	November 1, 1957	(724)
Research Scientist (Physics) V			
Otto H. Hill (resign)	00.00	October 31, 1957	(cbd)
Bob M. Brown (leave)	00.00	November 1, 1957	(736)
Systems Development Specialist II			
Ray M. Hurd (7/10 time)	609.00	November 4, 1957	(737)
Marcel E. C. Gres (7/10 time)	609.00	December 1, 1957	(787)



1957-58 Budget (continued)

Government Sponsored Projects (continued)

Electrical Engineering Research Laboratory

507

30. Grant Mr. DeForrest Metcalf, Research Engineer V at \$650 per month, a leave of absence without salary for the period November 11-22, 1957, and accept his resignation effective at close of business December 31, 1957. (735)(786)

Internal Constraints Applied to Dynamic Problems

31. Appoint Mr. Enrico Volterra as Director (Faculty)(one-third time) at \$444.44 per month, for the period September 16, 1957-June 15, 1958.

Military Physics Research Laboratory

32. Approve the following appointments and/or changes of status to that indicated:

	<u>Monthly Rate</u>	<u>Effective Date</u>
Mathematician (Faculty)		
Ralph E. Lane (1/4 time)	\$177.78	November 1, 1957
Research Scientist V		
Herman E. Brown	740.00	November 1, 1957 (761)
Herman E. Brown (leave)	00.00	December 2-13, 1957 (813)

Testing and Guidance Bureau

33. Appoint Mr. Gordon V. Anderson as Director (Faculty)(one-fourth time) for November, 1957, at \$200 per month. (812)

Structural Mechanics Research Laboratory

34. Appoint Mr. E. A. Ripperger as Research Engineer (Faculty) (one-fourth time) at \$222.22 per month, effective November 1, 1957. (832)

SALE OF LITTLE CAMPUS HUTMENTS: The two preceding dockets have reported on attempts to sell the Little Campus hutments, and approval was given to the recommendation in the October docket that the Business Manager be authorized to sell them through negotiation. Mr. Landrum has now signed a contract with Mr. H. E. Stanley in the amount of \$2,000 for the sale and removal of the thirty hutments. I recommend approval and ratification of signature.

REMOVAL OF TEMPORARY BUILDING: Mr. G. W. Landrum, Business Manager, advises that the temporary building formerly used as the R.O.T.C. Armory is not presently occupied and that Mr. Byron Shipp, Registrar, states that there has been no request filed with him for use of this building, and further that it appears that there will be no use for it in the future for academic purposes. Accordingly, I concur in Mr. Landrum's recommendation that, in line with our policy of removing temporary buildings when they are no longer required, the old Armory Building be abandoned, torn down, and removed from the present site.

It has not yet been determined whether it would be better for the dismantling to be done by the Physical Plant staff of the University or whether it would be to the best interests of the University to advertise the building for sale and removal by an outside contractor. I recommend that this decision be left to the Business Manager and to the Director of the Physical Plant.

RESEARCH CONTRACTS: The following contracts and amendments have been negotiated by the Office of Government Sponsored Research and have been signed by the Vice-President and Provost upon the recommendation of the appropriate Technical Director, the Director of the Office of Government Sponsored Research, and the Business Manager. I recommend your approval and ratification of signatures:

1. Supplemental Agreement No. 4 to Contract AF 41(647)-35, by which the Department of the Air Force, Air Research and Development Command, adds the sum of \$12,930.00 to the contract funds and extends the contract period through October 31, 1958. The research on hearing damage risk of Air Force ground-crew personnel continues under the direction of Dr. Lennart L. Kopra, Assistant Professor of Speech.
2. Supplemental Agreement No. 1 to Contract AF 49(638)-51, by which the Department of the Air Force, Office of Scientific Research, extends the contract period through May 31, 1958, without additional funds. The study of the genetic effects of cosmic radiation continues under the direction of Dr. Wilson S. Stone, Professor of Zoology.
3. Supplemental Agreement No. 3 to Contract AF 18(603)-142, by which the Department of the Air Force, Office of Scientific Research, adds the sum of \$30,000.00 to the contract funds, amends the scope of the work, and extends the period of the contract through October 31, 1958. The research on gas-phase and surface reactions of hydrocarbons at moderately high temperatures continues under the direction of Dr. Robbin C. Anderson, Professor of Chemistry.
4. Contract AF 41(657)-182, by which the Department of the Air Force, Air Research and Development Command, provides \$12,421.00 for research on a Photosynthetic Gas Exchanger. The contract is effective for the period December 1, 1957, through November 30, 1958, and the research is to be performed under the direction of Dr. Jack Myers, Professor of Botany and of Zoology.
5. Supplemental Agreement No. 8 to Contract AF 18(600)-618, by which the Department of the Air Force, Air Research and Development Command, extends the contract period through November 30, 1957 without additional funds. The research on a photosynthetic gas exchanger continues under the direction of Dr. Jack Myers, Professor of Botany and of Zoology.
6. Supplemental Agreement No. 3 to Contract AF 18(600)-1356, by which the Department of the Air Force, Air Research and Development Command, extends the contract period through November 30, 1957, without additional funds. The development of test items for use with airman populations for selection and classification continues under the direction of Dr. G. V. Anderson, Associate Professor of Educational Psychology.
7. Contract AF 33(600)-35981, by which the Department of the Air Force, Air Materiel Command, provides \$300,010.50 for research on fire control systems. The contract is effective for the period October 11, 1957 through April 10, 1959 and the research is to be conducted in the Military Physics Research Laboratory under the direction of A. E. Lockenvitz, Professor of Physics and Director of the Laboratory.

8. Supplemental Agreement No. 14 to Contract DAI-23-072-501-ORD-(P)-6, by which the Department of the Army, St. Louis Ordnance District, authorizes the transfer of funds from the Schedule "A" equipment account of the contract for expenditure under other articles of the contract, without an increase in the total contract sum. The research on kinetics of nitration continues under the direction of Dr. K. A. Kobe, Professor of Chemical Engineering.

9. Modification No. 3 to Contract DA 19-129-QM-433, by which the Department of the Army, Quartermaster Research & Engineering Command adds the sum of \$4,385.00 to the contract funds and extends the period of the contract through March 14, 1958. This modification supersedes Letter of Award dated 27 September, 1957. The study on cooking meat in quantity to determine cooking losses and shrinkage continues under the direction of Rosalie S. Godfrey, Associate Professor of Home Economics.

10. Supplemental Agreement No. 8 to Contract DA-23-072-ORD-685, by which the Department of the Army, St. Louis Ordnance District, adds the sum of \$11,000.00 to the contract funds and extends the contract period through September 30, 1958. The research on pressure volume temperature relationships and thermodynamic properties of hydrocarbons and other compounds continues under the direction of Dr. Kenneth A. Kobe, Professor of Chemical Engineering.

11. Supplemental Agreement No. 8 to Contract DA-23-072-ORD-763, by which the Department of the Army, St. Louis Ordnance District, amends the provision for distribution of reports. No other changes are made. The research continues at the Electrical Engineering Research Laboratory under the direction of Dr. A. W. Straiton, Professor of Electrical Engineering.

12. Modification No. 3 to Contract DA 19-129-QM-817, by which the Department of the Army, Quartermaster Research and Engineering Command, extends the period of the contract through March 31, 1958 without additional funds. The development and evaluation of high velocity impact energy dissipators continues under the direction of Professor J. Neils Thompson, Professor of Civil Engineering.

13. Amendment No. 8 to Contract NObsr-64126, by which the Department of the Navy, Bureau of Ships, extends the period of the contract through October 31, 1957 without additional funds. The research continues in the Electrical Engineering Research Laboratory under the direction of Dr. A. W. Straiton, Professor of Electrical Engineering.

14. Amendment No. 4 to Contract NObsr-72627, by which the Department of the Navy, Bureau of Ships, adds the sum of \$56,000.00 to the contract funds and extends the period of the contract through January 1, 1958. The research continues at the Defense Research Laboratory, directed by Dr. C. P. Boner, Professor of Physics.

15. Materials Loan No. 26 by which the U. S. Atomic Energy Commission provides for the loan to the University of 840 milligrams of U-235 and two Pu/Be neutron sources of approximately one curie each. The loan is effective for the period October 31, 1957 through June 30, 1961.

16. Contract AT(29-2)-621, by which the Atomic Energy Commission, provides \$19,320.00 for research on stress-strain characteristics of materials exposed to high rates of straining. The contract is effective for the period November 1, 1957 through June 30, 1958, and the research is to be conducted in the Structural Mechanics Research Laboratory, directed by J. Neils Thompson, Professor of Civil Engineering.
17. Modification No. 7 to Contract AT-(40-1)-1040, by which the U. S. Atomic Energy Commission adds the sum of \$10,779.00 to the contract funds and extends the contract period through September 30, 1958. The research in mold metabolism continues under the direction of Dr. J. W. Foster, Professor of Bacteriology.
18. Modification No. 6 to Contract AT-(40-1)-1323, by which the U. S. Atomic Energy Commission adds the sum of \$34,560.00 to the contract funds and extends the contract period through September 30, 1958. The research on effects of radiations on genetic systems of organisms continues under the direction of Dr. Wilson S. Stone, Professor of Zoology.
19. Modification No. 4 to Contract AT-(40-1)-1649, by which the Atomic Energy Commission, Oak Ridge, Tennessee, adds the sum of \$6,000.00 to the contract funds and extends the contract period through September 30, 1958. The research on genetic and biochemical effects of radiation on bacteria continues under the direction of Dr. Orville Wyss, Professor of Bacteriology.
20. Modification No. 3 to Contract AT-(40-1)-1750, by which the U. S. Atomic Energy Commission adds the sum of \$6,000.00 to the contract funds and extends the contract period through September 30, 1958. The research on effects of irradiation on growth responses, metabolism and electrical pattern of the Avena coleoptile and earthworms continues under the direction of Dr. A. R. Schrank, Associate Professor of Zoology.
21. Modification No. 3 to Contract AT-(40-1)-1751, by which the U. S. Atomic Energy Commission adds the sum of \$7,356.00 to the contract funds and extends the contract period through September 30, 1958. The research on effects of radiation on genetic and developmental systems of vertebrates continues under the direction of Dr. W. Frank Blair, Professor of Zoology.
22. Letter of Extension to Grant NSF-G1117, by which the National Science Foundation extends the period of the grant through December 31, 1957, without additional funds. The research on viscosity and surface tension of homogeneous liquid mixtures at their boiling points continues under the direction of Matthew Van Winkle, Professor of Chemical Engineering.
23. Grant NSF-G 4776, by which the National Science Foundation provides \$11,800.00 for research entitled "Speciation in Fish Population." The grant is effective for the period January 1, 1958 through December 31, 1960, and the research is to be performed under the direction of Dr. Clark Hubbs, Associate Professor of Zoology.

**CONTRACTS:** The following contracts have been executed by the official 511  
indicated. I recommend approval and ratification of signatures:

1. Interagency Contract No. 4413-228 with the Texas Department of Public Safety, signed by Vice-President and Provost H. H. Ransom and by Business Manager Graves W. Landrum, whereby the University will conduct supervisory training courses for 60 enrollees at a rate of \$7.50 per enrollee during the period November 11-December 31, 1957, the maximum payment not to exceed \$450; and during the period January 1-August 31, 1958, a course to qualify instructors in supervisory training for 4 enrollees at a rate of \$20.00 per enrollee, the maximum payment not to exceed \$80.00.

2. Interagency Contract No. 4413-232 with the State Department of Health, signed by Vice-President and Provost H. H. Ransom and Business Manager G. W. Landrum, whereby the Laboratory of the State of Department of Health will furnish the services of a part-time teacher or teachers, the effective period of the contract to be October 21, 1957-August 31, 1958, and the total sum to be paid by the University not to exceed \$2,000.

3. Interagency Contract No. 4413-233 with the Texas State Department of Health, signed by Vice-President and Provost H. H. Ransom and Business Manager G. W. Landrum, whereby the Department of Civil Engineering will undertake a study to establish a background count of radioactivity in various waters found in the State of Texas. The period of the contract is December 1, 1957-August 31, 1958, and the total amount is \$10,500, payable on a monthly basis as vouchers are presented for payment to the Texas State Department of Health.

4. Interagency Contract No. 4413-234 with Southwest Texas State Teachers College, San Marcos, signed by Vice-President and Provost H. H. Ransom, whereby the University will furnish visual instructional films and other instructional aids to Southwest Texas State Teachers College during the period December 1, 1957-August 31, 1959, the grand total of all payments during this time not to exceed \$2,000.

5. Memorandum of Agreement with E. I. DuPont de Nemours and Company, Inc., Wilmington, Delaware, signed by Vice-President and Provost H. H. Ransom, whereby the Bureau of Engineering Research will conduct an investigation relating to the potential applications of titanium metal in the oil production industry, the total amount to be paid to the University to be \$2,185 for a one year period beginning about November 1, 1957.

**GIFTS AND GRANTS:** The following gifts and grants have been received at the Main University. I recommend acceptance and that the thanks and appreciation of the Board be sent the donors by the Secretary except in the case of cash gifts of \$100 or less which I have been authorized to accept on behalf of the Board. In the case of scholarships where the recipient is designated by the donor, it has been ascertained that the donor is a charitable or public foundation and the donation does not constitute an evasion of taxes.

1. The Honorable W. H. Francis, Jr., Assistant Secretary of Defense, who spoke at the dedication of the ROTC Building, has returned his honorarium in the amount of \$400. The money will be redeposited in the Development Fund - Main University.

2. Mr. Robert D. Watt, President of Electro-Watt Incorporated, Seattle, Washington, has sent a folding portable bleacher to the Department of Mechanical Engineering, the estimated cost of which is \$600.

3. The Alcoa Foundation, Pittsburgh, Pennsylvania, has sent a check in the amount of \$250 as an unrestricted grant to the University in support of its scholarship held by our students.

Gifts and Grants (continued)

M 2700  
M 2300  
M 6099  
M 2110

4. The American Association for the Advancement of Science has sent a check in the amount of \$600, representing an increase in its grant for the 1957-58 Science Counselor Project. (738)

5. International Business Machines Corporation has sent a check in the amount of \$250 as a donation to the Fourth Annual Conference for the Advancement of Science and Mathematics Teaching. (720)

6. Mr. C. C. Colvert of Austin has given \$25.00 to the Fred C. Ayer Memorial Publication Fund. (815)

7. The B. & H. Instrument Company of Fort Worth has sent a check in the amount of \$1,000 to renew its two scholarships in engineering for 1957-58. The recipients chosen by the University are Gerald Patrick Parker and Hugh Darrell Wade. (713)

8. The following contributions have been received for the College of Business Administration Foundation:

Gulf Atlantic Warehouse	\$100.00	(802)
Cashier's Check	100.00	(773)
Mr. O. P. Thomas, New York City	15.00	(730)
Mr. Charls E. Walker	5.00	(798)
Lufkin Foundry & Machine Company	50.00	(764)

M 2111

9. The following contributions have been received for the Accounting Education Fund of the College of Business Administration Foundation:

Fred E. Pflughaupt, San Antonio	\$ 25.00	(750)
Arthur P. Ritchey, San Antonio	10.00	(750)
J. C. Dunlap, Dallas	15.00	(740)
B. G. Bronstad, Kilgore	10.00	(740)
Worth Johnson, Tyler	10.00	(740)
Philip H. Young, Dallas	10.00	(740)
F. O. Griffin, Denver, Colorado	20.00	(740)
W. P. Tenney, Austin	12.00	(740)
Sam M. Woolsey, Houston	20.00	(740)
M. D. Gowland, Corpus Christi	10.00	(740)
Mitchell L. Sandel, Rosenberg	10.00	(740)

10. The following contributions have been received for the Engineering Foundation:

Bechtel Foundation, San Francisco, California	\$2,500.00	(748)
Texas Electric Steel Casting Company	200.00	(760)

11. A check for \$507.94 has been received from Hemphill's Book Stores representing the royalty on the Geology 601 workbooks, and the funds have been deposited in Various Donors Royalties from sale of Geology 601 Lab Manuals. (774)

12. Mr. S. E. Clabaugh has contributed to the Geology Foundation \$34.12 representing royalties on a laboratory manual published by the University Co-operative Society. (759)

13. The following donations have been received for the Geology Foundation:

Mr. Wayne F. Bowman, Houston	\$100.00	(804)
Miss Hedwig T. Kniker, Seguin	50.00	(770)
Mr. Erwin K. Krause, Corpus Christi	5.00	(805)
Texas Geological Society (student organization)	14.00*	(803)

<u>For the Hal P. Bybee Memorial Fund</u>		
— Mr. Wayne F. Bowman, Houston	100.00	(807)

M-2140  
M-2164a  
M-2164a  
M 2168  
M-2164a  
M 2168

Gifts and Grants (continued)

513

Cuyler Memorial Fund

M 2164<sup>a</sup> Mrs. Esther S. Cuyler, San Antonio \$100.00 (799)

Simonds-Cuyler Scholarship Fund

M 2168  
~~M 2168~~ Mr. Wayne F. Bowman, Houston 25.00 (806)

\*To help with expenses of visit of Dr. L. L. Sloss, lecturer of the American Association of Petroleum Geologists.

M-5713

14. The firm of Turner, White, Atwood, McLane & Francis, Dallas, has sent a check in the amount of \$250.00 to be used by the School of Law to send Moot Court participants to the Regional Moot Court Competition. (739)

M-2700

15. Mr. John G. Barrow of Austin has given \$10.00 to the Library in memory of Martha Maude Smith.

M-2704

16. The following donations have been received to the Kallah of Texas Rabbis Library Fund:

Fort Worth Jewish Federation	\$ 50.00
Jewish Welfare Foundation, Dallas	25.00
San Antonio Jewish Federation	50.00

M 6505

17. Mr. Louis Novy, Dallas, Texas, has sent a check for \$50.00 to be deposited to the credit of the Longhorn Band Scholarship account. (722)

M 6551

18. The Magnolia Petroleum Company has sent two checks, one in the amount of \$400 which will be deposited to the ~~Geology~~ <sup>Geology</sup> Foundation, and one in the amount of \$532.50 for payment of a scholarship in geology for 1957-58. The Department has chosen Mr. Daniel Lester Smith as the recipient. (734)

M 6550

19. Magnolia Petroleum Company has sent a check in the amount of \$39.00 as a supplement to an earlier check for its fellowship in the Department of Chemistry. (776)

M 6751b

20. A contribution of \$150 to the Aaron Schaffer Memorial Scholarship Fund was erroneously reported as the gift of Mr. Philip Klein; Mr. and Mrs. Simon Osserman of New York City were the donors. (809)

M 2326

21. The following contributions have been received to the Salary Supplementation Fund:

Superior Dairies, Austin	\$3,000.00	(801)
Elgin-Butler Brick Company	1,500.00	(749)
Mutual Savings Institution	500.00	(785)
Page, Southerland & Page	300.00	(732)
Elgin Standard Brick Manufacturing Company	300.00	(768)
Hillcrest Farms	300.00	(793)
Mr. Julian Montgomery, Montgomery & Williams	150.00	(783)
Mr. Joe A. Goeth	125.00	(744)
Mr. Howard T. Cox	100.00	(818)

M 2906-7

22. The Lemuel Scarbrough Foundation has sent a check for \$1,000 for a continuation for 1957-58 of the two awards for excellence in teaching. (769)

M 3106

23. Mr. Howard A. Alves, Chicago, Illinois, has sent a check in the amount of \$100 for the E. P. Schoch Lectures in Chemical Engineering. (763)

M 2080

24. The Shell Development Company, Houston, has sent a check in the amount of \$1,600 to continue its support of Professor D. S. Hughes' research on the elastic properties of rocks.

Gifts and Grants (continued)

514

M6756  
25. The Shell Fellowship Committee of the Shell Companies Foundation, Inc., New York City, has sent a check in the amount of \$2,065 for the Shell Fellowship in Petroleum Engineering for 1957-58. Of this amount, \$400 will go for departmental expenses, \$1,500 for stipend and \$165 for tuition and fees. Mr. George L. Stegemeir will be the recipient for the period February 1, 1958-January 31, 1959. (821)

M6753  
26. The following contributions have been received for the School of Social Work Scholarship Fund:

Mr. Royce Brown	\$	10.00	(741)(800)
Miss Gwyneth McCormick		5.00	(718)
Sabine-Neches Chapter of the National Association of Social Workers		25.00	(751)

~~M2100~~  
new  
27. Mr. Gary F. Taft, San Benito, Texas, has named the University as one of the beneficiaries of a life insurance policy he carries with the Fidelity Union Life Insurance Company.

13100  
28. Mr. Dean A. Poulter, Houston, Texas, has named the University as one of the beneficiaries of a life insurance policy he carries with the College Life Insurance Company of America.

M2240  
29. Dr. L. D. Haskew has given \$50.00 to the Teacher Education Foundation. (778)

30. The Union Carbide Educational Fund, New York City, has sent a check in the amount of \$430 to be used as follows: (772)

M-6851  
\$115.00 each to Mr. Edgar B. Peek (Chemical Engineering), and Mr. W. M. McCandless (Mechanical Engineering) for books, fees, and tuition

\$100.00 each to Maintenance and Equipment account of Chemical Engineering and of Mechanical Engineering

M2093  
31. The United Fund of Austin and Travis County has sent a check in the amount of \$4,250 to be deposited to United Fund of Austin and Travis County Cancer Research Fund. (723)

32. The following contributions have been received for deposit to Scholarships Designated by Various Donors and disbursed as indicated: (385)

M6752  
Houston Chamber of Commerce - \$150.00 for Mrs. Dorothy Davis Glaze for the First Semester  
Board of Home Missions of the Congregational and Christian Churches - \$200 for Anthony Lozano for First Semester  
Existence and Educational Council of the United States Steel Workers of America - \$600 to be paid to Miss Leah Palmer, \$300 each semester

new  
33. The Western Electric Company, Inc., New York City, has sent a check in the amount of \$400 to establish a Western Electric Company Scholarship in the field of engineering for 1957-58. The University has chosen Mr. David Kendrick as the recipient. (791)

new  
34. The Pennsylvania Glass Sand Corporation, Lewistown, Pennsylvania, has sent a check in the amount of \$100 to be used as a scholarship for the student with the best scholastic record through the junior year in the Department of Ceramic Engineering. The Department has chosen Mr. James L. McAlpin as the recipient for 1957-58. (819)



OUT-OF-STATE TRIPS: I recommend approval of the following out-of-state trips by the staff as indicated:

515

1. Mr. H. H. Ransom, Vice-President and Provost, December 4-11, 1957, to Cambridge, Massachusetts, New Haven, Connecticut, and New York City to confer with various administrative officials and faculty members at universities in connection with the recruitment program at the University, expenses to be paid from travel funds of the Office of the Vice-President and Provost.
2. Mr. Vincent R. Di Nino, Director, Longhorn Band, December 12-15, 1957, to Wichita, Kansas, to attend a regional meeting of college band directors where he will present a paper, expenses to be paid from Longhorn Band General Fund.
3. Mr. James J. Pollard, Professor of Architectural Engineering, December 9-12, 1957, to Evanston and Chicago, Illinois, to attend meetings sponsored by AIA and ASCE, expenses to be paid from funds of the Engineering Foundation Travel Committee.
4. Mr. O. B. Williams, Professor of Bacteriology, October 20-25, 1957, to St. Bonaventure University, New York, to present a paper, and to Frederick, Maryland, to discuss contract work, expenses to be paid from contract funds.
5. Mr. E. E. Hale, Professor of Economics, December 26, 1957- January 1, 1958, to attend the American Economic Association convention, transportation expenses to be paid from Development Expenses - Main University.
6. Mr. Walter E. Millett, Associate Professor of Physics and Research Scientist, Nuclear Physics Laboratory, November 28-December 1, 1957, to St. Louis, Missouri, to attend a meeting of the American Physical Society, *expenses to be paid from contract funds.*
7. Mr. Lloyd A. Jeffress, Professor of Psychology and Research Psychologist, Defense Research Laboratory, December 3-6, 1957, to Washington, D. C., for conferences with naval personnel on Laboratory technical matters, expense to be paid in part from contract funds.
8. Mr. Philip Worchel, Professor of Psychology, December 18-23, 1957, to Mexico City, Mexico, to participate in a symposium at the Interamerican Congress of Psychology and to represent the Hogg Foundation as a consultant to the University of Mexico on a research project, expenses to be paid from Hogg Foundation funds.
9. Mr. Donald Manly Williams, Associate Professor of Speech, December 5-7, 1957, to Iowa City, Iowa, to attend the intercollegiate Conference on Student Affairs, expenses to be paid from funds of the Oratorical Association.
10. Mr. Osmond P. Breland, Professor of Zoology, December 1-8, 1957, to Memphis, Tennessee, to present a paper before the Entomological Society of America, expenses to be paid from contract funds.
11. Mr. James R. Kay, Professor of Finance, December 26, 1957 - January 2, 1958, to Philadelphia, Pennsylvania, to attend the annual meeting of the American Finance Association and to interview candidates for unfilled staff positions, expenses to be paid from funds of College of Business Administration Foundation.
12. Mr. Joseph K. Bailey, Associate Professor, Management, December 19, 1957-January 1, 1958, to Philadelphia, Pennsylvania, to attend the annual meeting of the Academy of Management, expenses to be paid from funds of the College of Business Administration Foundation.
13. Mr. A. H. Chute, Professor of Marketing, Resources, Transportation and International Trade, December 25-31, 1957, to Philadelphia, Pennsylvania, to attend the meetings of the American Marketing Association, expenses to be paid from College of Business Administration Foundation.

Out-of-State Trips (continued)

14. Mr. Calvin P. Blair, Assistant Professor of International Trade, December 4-7, 1957, to Gainesville, Florida, to attend Conference on the Caribbean, expenses to be paid from funds of the College of Business Administration Foundation.

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1-13-58  
15. Mr. Clyde C. Colvert, Professor of Educational Administration, December 1-6, 1957, to Richmond, Virginia, to attend the Southern Association of Junior Colleges meeting where he will deliver a paper, expenses to be paid from the Office of the Dean of the College of Education, Office of the Junior College Consultant.

1-13-58  
16. Mr. James W. Reynolds, Professor of Curriculum and Instruction, October 27-31, 1957, to Chicago, Illinois, to attend the conference of the National Citizens Council on Better Schools, expenses to be paid from College of Education, Office of the Dean, Office of the Junior College Consultant.

1-13-58  
17. Mr. L. D. Haskeew, Dean of the College of Education, November 13-15, 1957, to Chicago, Illinois, to attend a meeting of the Board of Directors of University Council on Educational Administration, expenses to be paid from travel funds of the Office of the Dean of the College of Education.

18. Mr. Archie W. Straiton, Professor of Electrical Engineering, December 9-13, 1957, to Air Force Cambridge Research Center, Cambridge, Massachusetts, Evans Signal Laboratory, Belmar, New Jersey, ONR, Washington, D. C., and Redstone Arsenal, Huntsville, Alabama, to discuss technical details relating to contract activities, expenses to be paid from contract funds.

19. Mr. Enrico G. Volterra, Professor of Engineering Mechanics, November 30-December 8, 1957, to New York City to attend the American Society of Mechanical Engineers national meeting, and to Washington, D. C., and Chicago, Illinois, to confer about problems in connection with research contracts, expenses to be paid from contract funds.

20. Mr. H. H. Power, Professor of Petroleum Engineering, February 15-22, 1958, to New York City to attend the annual meeting of the American Institute of Mining Engineers, expenses to be paid from funds of the Engineering Foundation Travel Committee.

21. Mr. E. W. Hough, Professor of Petroleum Engineering, February 14-22, 1958, to New York City, to participate in the Education Committee of the American Institute of Mining Engineers, expenses to be paid from funds of the Engineering Foundation Travel Committee.

22. Mr. Peter T. Flawn, Research Scientist V, Bureau of Economic Geology, January 5-13, 1958, to Tulsa, Oklahoma, to give an address before the Tulsa Geological Society, and to Jackson, Mississippi, for conferences regarding work of the Bureau, expenses to be paid from travel funds of the Bureau in part.

23. Mr. Jim L. Cockrum, Specialist, Liquefied Petroleum Gas, Industrial and Business Training Bureau, November 20-23, 1957, to Chicago, Illinois, to attend a national advisory committee on the preparation of instructional material for the Liquefied Petroleum Industry, expenses to be paid from grant funds.

24. Mr. Curtis Kruse, Training Specialist III, Industrial and Business Training Bureau, December 16-20, 1957, to Colorado Springs, Colorado, to finish the planning phase of a training program, expenses to be paid from the Revolving Fund for Out-of-State Travel, AAODC Grant.

25. Mr. David L. Black, Training Specialist I, Industrial and Business Training Bureau, December 10-12, 1957, to Jeanerette, Louisiana, to work on research for training films, expenses to be paid from Various Donors for Production of Instructional Aids grant.

26. Mr. Alton Cleo Murphy, Associate Professor of Educational Psychology and Director, Extension Teaching and Field Service Bureau, December 7-11, 1957, to Stillwater, Oklahoma, to attend the National University Extension Association, expenses to be paid from Extension Teaching Centers.

Out-of-State Trips (continued)

27. The following with expenses paid from funds of Intercollegiate Athletics:

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- (1) Mr. Ed Olle, Athletic Director, Mr. Darrell Royal, Head Football Coach, Mr. Wilbur Evans, Sports News Director, and Mr. Vincent R. Di Nino, Director, Longhorn Band, December 2-4, 1957, to New Orleans, Louisiana, to make arrangements for University's participation in Sugar Bowl game on January 1, 1958.
- (2) Two football coaches November 29-December 1, 1957, to State College, Mississippi, to scout football game.
- (3) Approximately 20 basketball team members December 17-21, 1957, to Columbia, Missouri, and Wichita, Kansas, and March 2-5, 1958, to Fayetteville, Arkansas, for games.

28. Mr. Leon O. Morgan, Associate Professor of Chemistry, December 3-7, 1957, to Tulsa, Oklahoma, to attend the regional meeting of the American Chemical Society where he will present a paper, expenses to be paid from Welch Foundation funds.

29. The following with transportation expenses paid from funds of the Committee on Attendance at Meetings of Learned Societies, the staff member in each case to deliver a paper, the result of original research:

- 1-13-58
- (1) Mr. Jaan Puhvel, Instructor in Classical Languages, December 29, 1957, to Washington, D. C., to attend the meeting of the American Philological Association.
  - (2) Mr. William H. Willis, Visiting Professor of Classical Languages, December 28-30, 1957, to Washington, D. C., to attend the meeting of the American Philological Association.
  - (3) Mr. Werner Winter, Associate Professor of Germanic Languages, December 27-29, 1957, to attend the Linguistic Society of America in Chicago, Illinois.
  - (4) Mr. Oliver H. Radkey, Associate Professor of History, December 28, 1957, to New York City, to attend the American Historical Association.
  - (5) Mr. Frank N. Edmonds, Assistant Professor of Mathematics and Astronomy, December 27-30, 1957, to Indianapolis, Indiana, to attend the meeting of the American Astronomical Society.
  - 1-13-58 (6) Mr. William J. Carter, Associate Professor of Mechanical Engineering, December 2-6, 1957, to New York City, to attend the meeting of the American Society of Mechanical Engineers.
  - (7) Mr. Richard H. Hoppin, Associate Professor of Music, December 28, 1957, to Los Angeles, California, to attend the meeting of the American Musicological Society.
  - (8) Mr. Leon Green, Professor of Law, December 28-30, 1957, to San Francisco, California, to attend the meeting of the American Law School Association.

30. Mr. Arthur E. Lockenvitz, Professor of Physics and Director of the Military Physics Research Laboratory, December 11-14, 1957, to Clifton, New Jersey, and White Plains, New York, to discuss requirements for a stabilized platform in connection with contract project, expenses to be paid from travel funds of Military Physics Research Laboratory.

USE OF TEXTBOOKS WRITTEN BY FACULTY MEMBERS: I recommend approval of the use of the following textbooks written by members of the faculty:

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1. Plant Morphology, by Harold C. Bold, Professor of Botany, published by Harper and Brothers about January, 1958, the price to be approximately \$8.00 with 15% royalty to the author after the sale of the first 1,200 copies.

2. International Trade: Goods, People and Ideas, by Wendell C. Gordon, Associate Professor of Economics, published by Alfred Knopf, January, 1958, which will sell for about \$6.00, royalties to range from 10% to 15% depending on the number of copies sold.

~~PURCHASE FROM A STAFF MEMBER: The Department of Geology wishes to purchase approximately \$18.00 worth of platinum wire from the R. L. Stone Company of Austin, which is operated by Dr. R. L. Stone, Professor of Ceramic Engineering, on half-time status the First Semester. The Geology Department needs the wire for class use in mineralogy laboratory work, and none of the local chemical supply houses carry it in stock. I recommend approval.~~

EMERITUS STATUS FOR MISS ANNA HISS: The last docket carried the resignation of Miss Anna Hiss, Professor and Director of Physical Training for Women, effective with the 1957-58 Long Session. Miss Hiss first joined the University faculty as Instructor in 1919 and, except for leaves of absence, has been at the University ever since. She became Director of Physical Training for Women in 1921 and Professor in 1941. In view of her long and faithful service to the University, with the concurrence of the Administrative Council, I recommend that she be given the title of Professor Emeritus in the 1957-58 Budget.

FACULTY LEGISLATION: I recommend approval of the following legislation passed by the Faculty Council and/or General Faculty:

1. The Faculty Council revised and adopted at its meeting of October 21, 1957, the Summer Session 1958 Calendar and the 1958-59 Long Session Calendar. The adopted revision appears on pages 7066 and 7067 of the General Faculty Minutes which are attached hereto as Appendix A.

2. The General Faculty approved by the circularization procedure the recommendations concerning the selection of deans, copy of which is attached hereto as Appendix B.

AWARD OF REPAIR CONTRACTS ON ROOFS OF ENGINEERING BUILDING (SHOPS SECTION) AND HOGG AUDITORIUM: Low bids received for this work are as follows:

Acme Roofing Company for Hogg Auditorium Roof	\$ 3,594.00
H. E. Little & Company for Engineering Building	13,523.00

Taking these low bids from each company instead of the combination bids offered resulted in a savings of some \$1,200.

The appropriations already set up for these repairs are: Hogg Auditorium \$6,500, Engineering Shops \$13,100; therefore it is necessary to increase the amount for the Engineering Shops, and this has been done by transferring \$1,000 to that account from the Hogg account.

I recommend approval and ratification of this action and of that of the Business Manager in signing the contracts.

OUTSIDE AND ADDITIONAL DUTIES: I recommend that the following staff members be allowed to undertake the outside and additional duties outlined below, the work to be so arranged as not to interfere with University assignments:

Outside and Additional Duties (continued)

519

1. Mr. S. P. Ellison, Jr., Professor of Geology, to act as consultant to Mr. John A. Jackson, Dallas, for the period November 28-December 1, and December 26-31, 1957, at a stipend of \$100 per day. These days are holidays.
2. Mr. Norris G. Davis, Associate Professor of Journalism, to work in the evenings and on week-ends on the monthly newspaper of Texas Electric Cooperatives, Inc., Austin.
3. Mr. Howard W. Townsend, Associate Professor of Speech, to serve as faculty consultant for the student Travel program of the American Express Company, New York City.
4. Mr. Robert Gryder, Special Instructor in Business Services, to teach shorthand in the Nixon-Clay College from 6:30 to 9:30 p.m. on Monday and Thursday, the total remuneration for the school year to be less than \$500.
5. Mr. W. A. Cunningham, Professor of Chemical Engineering, to serve as General Consultant for the Production Research Division of the Humble Oil and Refining Company of Houston on a straight retainer basis, the time involved to be about two days per month.
6. Mr. Joel Andrews, Instructor in Music, to play with the San Antonio Symphony two evenings at a fee of \$100 for the two performances.
7. Mr. Raymond Dawson, Associate Director of the Bureau of Engineering Research, to act as consultant to the Stearns-Rogers Manufacturing Company of Denver at a fee of \$100 per day plus expenses.
8. Mrs. Rochelle Munsell, Clerk-Typist in the Department of Air Science, to work after office hours during the pre-Christmas and Christmas purchasing periods.
9. Mr. Lynn F. Anderson, Assistant Director, Institute of Public Affairs, to act as consultant in the preparation of special reports for private individuals and organizations, and also to serve as consultant to the professional staff of the Texas Research League in its' current study of the Texas state and local tax system.

BUDGET ERRATA: The following corrections should be made in the budget as printed:

Page 73 - Accounting - Change the middle initial of Assistant Professor Grinaker from N to L

Page 85 - Office of the Dean, College of Business Administration - add (9 months) after the name of Mr. Dennis B. Ford, Assistant Dean; ~~Professor of Management~~

SCHOLARSHIPS AND FELLOWSHIPS: On recommendation of the appropriate committee, the following awards have been made:

First Semester

American Citizens of Latin Extraction Scholarship - \$25.00  
Evelio F. Villarreal (728)

Clara Driscoll Scholarship in Texas History - \$200  
Mrs. Robert E. Dobkins, Henderson, Kentucky

W. A. James Scholarship - \$200.00 each (743)  
Constance Ann Mayes  
Janenne Jill Miller  
Alex R. Nisbet

Charles Donnell Rice Scholarship in Mathematics - \$45.00 (755)  
Harry L. Jones

Scholarships and Fellowships (continued)

L. A. Pires York Rite Scholarship - \$25.00 (757)  
David O. Nilsson

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Long Session

Texas Instruments, Inc. (714)

Benny A. Younglove - doctoral fellowship - \$2,700  
Joseph C. Savage - master degree fellowship - \$2,000

J. W. Cain, Jr., Memorial Scholarship Fund - \$600.00 (712)

T. J. Schwarzbach

Public Welfare Foundation Scholarships - \$225 each (742)

Charles Ivan Ashbaugh	James Collins Guckian
Irene Andrea Braden	Paul D. Herrera
Edward John Cervenka	Emma Jan Jones
Lynn Isabelle French	Mary Catharine Pruessner

Jesse H. Jones Scholarship in Honor of Fleet Admiral E. J. King (775)

Charles Ray Akin, Jr.	\$100.00
Charles Ivan Ashbaugh	75.00
Peter Barnard Callaway	50.00
George William Cape, Jr.	75.00
James Hatfield Granger	75.00
Larry Hebert	100.00
Joseph Duane Hooker	50.00
Jerry Harrison Jenkins	50.00
Weldon Lynn Kennedy	50.00
William Carlisle LaRowe	100.00
Leslie Allen Sanders	100.00
Joseph Marion Scruggs, Jr.	100.00
John Robert Stockwell	100.00

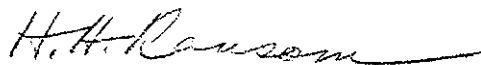
E. D. Farmer Scholarship (University of Mexico, 1958 Session) - \$2,100 each (733)

William Earl Moffett                      Clark Wright, Jr.

E. D. Farmer Scholarship (University of Texas, Summer 1958) - \$800.00 (784)

Gerardo Saenz

Sincerely yours,



H. H. Ransom

REAPPROPRIATION OF 1956-57 GENERAL BUDGET BALANCES TO 1957-58 GENERAL BUDGET ACCOUNTS: Mr. Grady Starnes, Auditor, Main University, has submitted the following list of balances that should be reappropriated from the 1956-57 Budget to the 1957-58 to enable the departments to liquidate existing overdraft balances and complete prearranged plans. The list is made up primarily of the following categories:

521

1. Overdraft or deficit balances in maintenance and equipment accounts (indicated by \*).
2. Equipment accounts in various departmental budgets that had some activity during the fiscal year 1956-57.
3. Balances in specific appropriation accounts for which requests for reappropriation has been made and approval has been given by the President and/or the Board of Regents.

<u>Account Numbers</u>	<u>Title of Appropriation</u>	<u>Free Balances</u>
	General Administration	
	Classified Personnel Office	
14021	Maintenance, Office Supplies, Printing and Travel	\$ .86*
	Purchasing Office	
14081	Office and Traveling Expenses	5.94*
	General Expenses	
	Office of the Dean of Student Services	
14501	Clerical Assistants, Office and Traveling Expenses	31.40*
	Office of the Registrar	
14522	Maintenance and Equipment	510.86*
	Student Life Staff	
	Office of the Dean of Women	
14582	Office and Traveling Expenses	23.26*
	Student Health Center	
	Out-Patient Division	
14602	Maintenance and Equipment	584.69*
	Longhorn Bands	
14642	Special Equipment	9.71
	International Office	
14662	Maintenance, Equipment and Travel	75.76*
14800	Demurrage Charges on Cylinders	116.39
14820	Development Expenses of The University of Texas - Main University	5,723.01
	College of Arts and Sciences	
	Bacteriology	
15623	Special Equipment	58.73
	Botany	
15642	Maintenance and Equipment (Biology)	2.73*
15643	Special Teaching Equipment	2.50
	Chemistry	
15666	Special Equipment	11.00
15667	Special Faculty - Research Equipment	284.12
	Economics	
15701	Maintenance and Equipment	2.92*
	Geography	
15741	Maintenance and Equipment	36.14*
	Geology	
15761	Maintenance and Equipment	297.82*
15763	Special Equipment	2,732.08
	Government	
15801	Maintenance and Equipment	6.79*
	Home Economics	
15841	Maintenance and Equipment	336.77
	Philosophy	
15902	Maintenance and Equipment	14.11*
	Physics	
15921	Maintenance and Equipment	115.45*
15922	Purchase of Van De Graaff Machine	2,780.17
15925	Special Teaching Equipment	349.27
15927	Special Faculty - Research Equipment	30.24

<u>Account Numbers</u>	<u>Title of Appropriation</u>	<u>Free Balances</u>	522
	College of Arts and Sciences (continued)		
	Slavonic Languages		
15981	Maintenance and Equipment	\$ .09*	
	Sociology		
16001	Maintenance and Equipment	26.77*	
	Speech		
16021	Maintenance and Equipment	10.93*	
16022	Special Equipment	7.19	
	Zoology		
16052	Special Faculty - Research Equipment	2.91	
	Office of the Dean		
16062	Office and Travel Expense	49.63*	
	College of Business Administration		
	Business Services		
17121	Maintenance and Equipment	7.65*	
	Finance		
17141	Maintenance and Equipment	2.13*	
	Management		
17161	Maintenance and Equipment	17.53*	
	Office of the Dean		
17204	Special Equipment	100.00	
	College of Education		
	Educational Psychology		
17441	Maintenance and Equipment	75.11*	
	Bureau of Laboratory Schools - Casis School		
17521	Equipment	.48	
	Junior College Education Editorial Office		
17542	Maintenance and Equipment	78.96	
	Office of the Dean		
17585	Special Equipment	49.00	
	Office of Junior College Consultant		
17601	Office and Travel Expense	16.63*	
	College of Engineering		
	Aeronautical Engineering		
17901	Maintenance and Equipment	5.03*	
	Architectural Engineering		
17924	Special Teaching Equipment	29.22	
	Ceramic Engineering		
17942	Special Equipment	4,316.44	
	Chemical Engineering		
17961	Maintenance and Equipment	500.20*	
17962	Special Teaching Equipment	2.63	
	Civil Engineering		
17982	Special Equipment	3,920.25	
	Electrical Engineering		
18025	Special Equipment	4,183.06	
	Mechanical Engineering		
18063	Special Equipment	7,533.00	
18100	Special Equipment - College of Engineering	1.31	
	Office of the Dean		
18124	Engineering Testing and Guidance	2.11*	
	College of Fine Arts		
	Art		
18903	Special Equipment	3,000.00	
	Drama		
18921	Maintenance and Equipment	76.93*	
	School of Law		
19101	Office and Traveling Expenses	434.97*	
19102	Maintenance and Equipment	10.71*	
19104	Special Equipment and Installation	300.00	
	Law-Science Institute		
19141	Office Supplies, Travel, Maintenance and Equipment	944.86*	
	College of Pharmacy		
19401	Dean's Office and Travel Expense	5.73*	
19403	Drug Garden	12.38*	
	Graduate School of Social Work		
19502	Library Books and Serials	4.90	



<u>Account Numbers</u>	<u>Title of Appropriation</u>	<u>Free Balances</u>
	Military Science and Tactics	
19701	Maintenance and Equipment	\$ 65.03*
	Graduate School	
	Office of the Dean	
20401	Office and Traveling Expenses	.02*
	Summer Session - 1957	
20702	Geology Intersession - August 28 to September 15, 1957	1,790.74
	Organized Research	
	University Research Institute	
21300	Allotment Account	2,094.43
21302	Project 70 - Miscellaneous Research Aids	32.89*
21310	Project 494 - S. N. Werbow	3.49*
21316	Project 523 - W. H. R. Shaw	41.85*
	Special Research Fund for Grants for Facilitating Faculty Research	
21668	Project 570 SRF - Lucy Barton	300.00
21670	Project 572 SRF - Powell Stewart	12.12*
21678	Project 599 SRF - O. H. Radkey	115.40
21684	Project 609 SRF - F. Warren Roberts	750.00
	Research in Anthropology	
22801	Maintenance, Equipment and Travel	2.79*
	Research in Bacteriology	
22861	Research Assistants, Technicians, Equipment and Supplies, Maintenance and Travel	323.67*
	Educational Administration	
	W. K. Kellogg Foundation Grant	
23130	Southwest School Administration Center - Office Supplies and Expense	32.41*
	Biochemical Institute	
23161	Maintenance, Wages, Supplies and Equipment	34.08*
	Bureau of Business Research	
23222	Maintenance, Equipment and Travel	24.28*
23400	Electrical Engineering Research Laboratory -Special Equipment	86.49
	Institute of Marine Science	
23520	Salaries	7.25*
23600	Laboratory of Algal Physiology	14.32*
	Texas Petroleum Research Committee Cooperative Project with A. & M. College and the Texas Railroad Commission, 1956-57	
23921	Materials, Equipment, Travel, Publications and Wages	42.28*
	Division of Extension	
	Extension Teaching and Field Service Bureau	
25374	Extension Teaching Centers	549.73*
	Office of the Dean	
25602	Maintenance, Travel, and Equipment	29.89*
25608	Office and Mimeograph Supplies for the Entire Divi- sion	1.65*
25610	Stamps for the Entire Division	59.64*
	Library	
25904	Equipment	44.10*
25905	Books, Serials and Binding	3,471.91
25912	Books - Faculty Law Library	35.97*
25913	Microfilming and-or Copying of Documents in the Latin American Field	30.00*
25914	Special Equipment	81.76
25916	Special Research Collections in Humanities	6.07*
	Physical Plant	
	Department of Buildings and Grounds	
26240	Furniture and General Equipment	6.16
	Department of Utilities	
27020	Equipment	530.58
	Improvements, Remodeling and Major Repairs	
27200	Allotment Account	4,226.08
27229	Improvement of Parking Lot South of Stadium	4,182.60
27236	Alterations in Petroleum Engineering Building	1,481.64
27242	Installation of Window Operating Devices - Chemical and Petroleum Engineering Bldgs.	3,075.00

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<u>Account Numbers</u>	<u>Title of Appropriation</u>	<u>Free Balances</u>	
	Physical Plant (continued)		
	Improvements, Remodeling and Major Repairs (con.)		
27249	Modification of Library Space in Third Floor of Main Building	1,282.43	524
27251	Improvement of Space under Batts Auditorium Stage	1,222.00	
27260	Remodeling of Basement of Physics Building	750.00	
27268	Lighting Improvements in Rooms 101, 102, 107, 118, and 412 of Biological Laboratories	1,367.87	
27274	Main Building Modifications - 17th and 21st Floors	1,186.14	
27278	Remodeling 3rd Floor - Main Building	4,268.44	
27282	Rerouting of Communications Duct System	360.31	
27290	Installation of Card Catalog Main Building	1,042.79	
27296	Alterations, Rehabilitation and Improvements in Architecture Building	3,970.74	
27302	Minor Improvements - Art Building	198.61	
27304	Air Conditioning Longhorn Band Office	124.83	
27308	Repair and Alterations at Littlefield Home	3,284.97	
27310	Improvement of Garrison Hall Stairs	738.60	
27314	Driveway at Townes Hall	2,000.00	
27320	Installation of Screens in Attic of Waggener Hall	1,250.00	
27322	Remodeling Room 314 - Sutton Hall	1,799.60	
27324	Improvements of Biological Laboratories Greenhouse	1,750.00	
27326	Registrar's Office Modifications	1,773.93	
27328	Rehabilitating Stained Glass Windows - Wren Libr.	400.00	
27330	Revision and Improvement of Tom Green Parking Lot	8,000.00	
27333	Installation of Ceiling Fans - Pearce Hall	400.00	
27335	Modifications of S Hall	1,754.35	
27337	Library Display Cases in Texas History Center	1,700.00	
	The Balcones Research Center		
	Administrative Section		
27501	Maintenance, Equipment, and Publication Costs	134.16*	
	Physical Plant Section		
27523	Maintenance and Equipment	1,293.52*	
	Surplus Property Acquisition		
27640	Office Supplies and Traveling Expense	291.94	
27641	Purchases, Packing, Shipping and Storage Costs	2,072.33	
	Organized Activities Relating to Instructional Departments		
	Radio-Television		
28103	Maintenance, Equipment and Travel	4,106.88	
28104	Special Equipment	2,419.15	
	Testing and Guidance Bureau		
28205	University of California Carnegie Project	460.60	

THE UNIVERSITY OF TEXAS  
Office of the Vice-President and Provost  
Main University  
Austin

Travel Supplement

January 10, 1958

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Dr. Wilson:

Will you please present to the Board of Regents for approval at their January 1958 meeting the following out-of-state trips, requests for which were received subsequent to the preparation of the docket:

1. Mr. A. M. Cory, Associate Professor of English, January 6-8, 1958, to Miami Beach, Florida, to attend the Association of American Colleges and Meeting of the Academic Deans, expenses to be paid from Development Expenses, Main University.
2. Mr. W. T. Guy, Jr., Associate Professor of Mathematics, January 28-31, 1958, to Cincinnati, Ohio, to attend the annual meeting of the American Mathematical Society and American Mathematical Association, and give a paper and attend meetings concerning National Science Foundation and Institute of Mathematics Teachers, expenses to be paid from grant of National Science Foundation - Academic Institute.
3. Mr. W. F. Blair, Professor of Zoology, December 26-29, 1957, to Indianapolis, Indiana, to attend the American Association for the Advancement of Science meetings, expenses to be paid from grant from National Science Foundation.
4. Mr. R. K. Selander, Instructor in Zoology, January 1-February 1, 1958, to Puerto Rico to do research on tropical marine course in association with Dr. H. T. Odum, Director of our Institute of Marine Science, expenses to be paid from Rockefeller Foundation Grant.
5. Mr. J. Alton Burdine, Dean of the College of Arts and Sciences, December 2-5, 1957, to Richmond, Virginia, to attend the meeting of the Southern Association of Colleges and Secondary Schools, expenses to be paid from travel account of the Office of the Dean.
6. Mr. R. W. Strain, Associate Professor of Insurance, December 26-30, 1957, to Philadelphia, Pennsylvania, to attend the annual meeting of the American Association of University Teachers of Insurance, expenses to be paid from grant of Texas Life Convention - Professorship in Insurance - Travel.
7. Mr. William H. Baughn, Professor of Finance, December 26-31, 1957, to Philadelphia, Pennsylvania, to assist department chairman and Dean in interviewing prospects for unfilled staff positions during annual meetings of American Finance Association and American Economics Association, transportation expenses to be paid from funds of College of Business Administration Foundation.
8. Mr. W. E. Barron, Assistant Director, Office of School Surveys and Studies, Department of Educational Administration, December 10-13, 1957, to Denver, Colorado, and return via Santa Fe and Albuquerque, New Mexico, to attend and participate in state CPEA meetings in Colorado and New Mexico as an activity of the Southwest School Administration Center, expenses to be paid from Kellogg funds.
9. Mr. H. E. Moore, Professor of Sociology, December 4-6, 1957, to Oklahoma City, Oklahoma, to attend and participate in a conference sponsored by the Southern Education Foundation to discuss research problems in their leadership development program, expenses to be paid from Kellogg funds.
10. Mr. E. W. Doty, Dean of the College of Fine Arts, January 3-7, 1958, to Tucson, Arizona, to attend the annual meeting of the National Association of Music Executives of State Universities; and January 28-February 4, 1958, to Washington, D. C., to attend the annual meeting of the College Art Association of America to interview prospective heads for Art Department, expenses of both trips to be paid from Dean's travel funds.

11. Mr. Joel F. Hembree, Research Scientist V, Cotton Economic Research, December 16-19, 1957, to Washington, D. C., to attend the meeting of Cotton and Cottonseed Technical Research Committee of the United States Department of Agriculture, expenses to be paid from funds of Cotton Economic Research.
12. Mr. H. T. Odum, Director, Institute of Marine Science, January 1-31, 1958, to Mayaguez, Puerto Rico, to carry out the Rockefeller sponsored research project on Chlorophyll and Productivity of the Rain Forest, expenses to be paid from Rockefeller grant.
13. Mr. R. J. Kidd, Director, Bureau of Public School Service, December 26-28, 1957, to Chicago, Illinois, to attend the N.U.E.A. Debate Committee, expenses to be paid from General Fee Account of University Interscholastic League.
14. Mr. T. W. Taylor, Assistant Director, Academic Year Institute, December 25, 1957-January 1, 1958, to Indianapolis, Indiana, to present a paper at the meeting of the American Association for the Advancement of Science, expenses to be paid from National Science Foundation Grant - Academic Year Institute.
15. Mr. John Woodruff, Training Specialist III, Industrial and Business Training Bureau, December 17-19, 1957, to Tulsa, Oklahoma, to attend conference of the Pipe Line Contractors Welding School Advisory Committee to complete plans for opening the School at Kilgore on January 13, 1958, expenses to be paid from Maintenance, Equipment and Travel account of the American Association of Oilwell Drillers Contractors.
16. Mr. E. F. Tiemann, Director, Visual Instruction Bureau, January 12-15, 1958, to New Orleans, Louisiana, to attend the regional conference of the National Commission on Teacher Education and Professional Standards, expenses to be paid from the Equipment and Travel account of the Bureau.
17. Mr. James R. D. Eddy, Dean of the Division of Extension, January 27-29, 1958, to Battle Creek, Michigan, to meet with representatives of Kellogg Foundation to discuss possible plans for cooperation in developing a Continuation Center on the Campus, expenses to be paid from the Maintenance, Equipment and Travel account of the Dean's Office.
18. Mr. Alexander Moffit, Librarian, January 25-February 1, 1958, to Chicago, Illinois, to attend the Midwinter Conference of the American Library Association and of the Association of Research Libraries and to interview possible prospective employees for the Library staff, expenses to be paid from Library's travel account.
19. Mr. R. L. Sutherland, Director of the Hogg Foundation for Mental Health, January 6-9, 1958, to Gainesville and Miami, Florida, to serve as consultant to the staff on clinical services of the University of Florida Medical School and to serve as panel speaker at the National Conference of Academic Deans, the Miami portion of the trip to be paid from funds of Hogg Foundation.
20. The following with expenses paid from funds of the Department of Intercollegiate Athletics:
  - (1) Mr. E. W. Olle, Athletic Director and Business Manager, January 5-9, 1958, to Philadelphia, Pennsylvania, to attend the National Collegiate Athletic Association and College Athletic Business Managers Association meetings.
  - (2) The following to Philadelphia, Pennsylvania, January 4-9, 1958, to attend the American Football Coaches Association meetings: Head Football Coach Darrell K. Royal; Assistant Football Coaches James C. Jones, Robert C. Schulze, Harold Jack Swarthout, Raymond L. Willsey, William M. Campbell, Charles N. Shira, and James N. Pittman.

20. Intercollegiate Athletics (continued)

(3) Approximately 99 University of Texas Party, including Coaches, Staff Members, Team Members, Managers, Photographers, Trainers and others, December 26, 1957-January 3, 1958, to New Orleans, Louisiana, for game.

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(4) Approximately 185 University of Texas Longhorn Band Personnel and Yell Leaders, December 30, 1957-January 2, 1958, for Sugar Bowl game.

21. Mr. Enrico G. Volterra, Professor of Engineering Mechanics, February 16-20, 1958, to New York City, to present a paper entitled "Results of Some Experiments on Impact Loadings" to a symposium of the American Society of Mining Engineers, expenses for transportation to be paid from Engineering Foundation funds.

22. Mr. Robert Raymond Douglass, Director, Graduate School of Library Science, January 25-February 2, 1958, to Chicago, Illinois, to recruit for summer session faculty and to attend the meeting of the Association of American Library Schools, expenses to be paid from the Maintenance, Equipment and Travel account of the Library School.

23. Mr. Henry M. Burlage, Dean of the College of Pharmacy, February 9-12, 1958, to Wichita, Kansas, to serve as delegate from our College of Pharmacy to the Sixth District Meeting of the American Association of Colleges of Pharmacy, expenses to be paid from the Office and Travel account of the College of Pharmacy.

24. Mr. T. W. Taylor, Director, Science Teaching Improvement Program, Extension Teaching & Field Service Bureau, January 12-15, 1958, to New Orleans, Louisiana, to represent Science Teaching Improvement Program at Regional Conference on Teacher Education and Professional Standards, expenses to be paid from AAAS grant.

25. Mr. Charles Cyrus, Teacher Trainer, Industrial and Business Training Bureau, February 1-9, 1958, to Chicago, Illinois, to represent the University at a National Conference on Practical Nurse Education, expenses to be paid from the Maintenance, Equipment, and Travel account of the Bureau.

26. Mr. C. R. Eddins, Teacher Trainer, Industrial and Business Training Bureau, March 1-10, 1958, to Tampa, Florida, to participate in a regional conference on Trade and Industrial Education called by the United States Office of Education, expenses to be paid from the Maintenance, Equipment, and Travel account of the Bureau.

27. Mr. Joe L. Reed, Assistant Director, Industrial and Business Training Bureau, March 1-10, 1958, to Tampa, Florida, to participate in a regional conference on Trade and Industrial Education called by the United States Office of Education, expenses to be paid from travel funds of the Bureau.

28. Mr. Norris A. Hiett, Associate Dean, Division of Extension, February 25-March 3, 1958, to Los Angeles, California, to represent the University at a meeting of deans and directors of universities in the western part of the United States to consider various methods of providing and improving liberal arts and general adult education extension programs, expenses to be paid from the travel account of the Office of the Dean.

29. The following with transportation expenses paid from funds of the Committee on Attendance at Meetings of Learned Societies, the staff member in each case to present a paper, the result of original research:

(1) Mr. Bennie A. Ferrone, Instructor in Chemistry, to attend the meeting of the American Chemical Society meeting in San Francisco in April, 1958.

(2) Mr. Leon Slutsky, Instructor in Chemistry, to attend the meeting of the American Physical Society in Chicago, Illinois, March 29, 1958.

Committee on Attendance at Meetings of Learned Societies (continued)

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- (3) Mr. William H. R. Shaw, Associate Professor of Chemistry, April 13-18, 1958, to San Francisco, California, to attend the meeting of the American Chemical Society.
  - (4) Mr. Royston M. Roberts, Associate Professor of Chemistry, April 13-18, 1958, to San Francisco, California, to attend the meeting of the American Chemical Society.
  - (5) Mr. H. Curtis Bennett, Assistant Professor of Classical Languages, December 28-30, 1957, to Washington, D. C., to attend the meeting of the American Philological Association.
  - (6) Mr. James A. Hitt, Instructor in Classical Languages, December 28-30, 1957, to Washington, D. C., to attend the meeting of the American Philological Association.
  - (7) Mr. C. E. Ayres, Professor of Economics, December 29, 1957, to Philadelphia, Pennsylvania, to attend the meeting of the American Economic Association.
  - (8) Mr. H. T. Manuel, Professor of Educational Psychology, February 22, 1958, to St. Louis, Missouri, to attend the meeting of the American Educational Research Association.
  - (9) Mr. Reece J. McGee, Assistant Professor of Sociology, April 25-26, 1958, to Minneapolis, Minnesota, to attend the meeting of the Midwestern Sociological Society.
  - (10) Mr. Austen Fox Riggs, Assistant Professor of Zoology, April 14-18, 1958, to Philadelphia, Pennsylvania, to attend the meeting of the American Society of Biological Chemists.
  - (11) Mr. Kenneth E. McIntyre, Professor of Educational Administration, February 24-26, 1958, to St. Louis, Missouri, to attend the meeting of the American Educational Research Association.
  - (12) Mr. D. K. Brace, Professor of Physical and Health Education, January 2-4, 1957, to Santa Monica, California, to attend the meeting of the College Physical Education Association.
  - (13) Mr. Karl K. Klein, Assistant Professor of Physical and Health Education, February 26, 1958, to Louisville, Kentucky, to attend the meeting of the American Association of Health and Physical Education.
  - (14) Mr. Robert D. Turpin, Assistant Professor of Civil Engineering, March 27, 1958, to attend the meeting of the American Society of Photogrammetry.
  - (15) Mr. Leonardt F. Kreisle, Associate Professor of Mechanical Engineering, April 24, 1958, to Cleveland, Ohio, to attend the meeting of the American Society of Lubrication Engineers.
30. Miss Gladys Babcock, Associate Professor of Home Economics, February 16-22, 1958, to Washington, D. C., to attend the National Conference of Teacher Educators in Home Economics Education, called by the United States Department of Health, Education, and Welfare, expenses to be paid from the Maintenance and Equipment account of the Department of Home Economics.
31. Miss Lora Lee Pederson, Professor and Director, Graduate School of Social Work, January 25-February 1, 1958, to Detroit, Michigan, to attend the regular meeting of the Commission on Accreditation of the Council on Social Work Education, expenses to be paid from the Maintenance, Equipment and Travel account of the Graduate School of Social Work.

32. Mr. David L. Black, Training Specialist I, Industrial and Business Training Bureau, January 15-31, 1958, to Calgary, Alberta, Canada, for meeting with representatives of CAAODC and CPA to plan moving picture incorporating cold-weather specifications for blowout prevention, expenses to be charged to Various Donors for Production of Instructional Aids.

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Sincerely yours,



H. H. Ransom

Approved:

  
Logan Wilson

REPORT OF THE SCHEDULE COMMITTEE (D&P 2493-94) (REVISED AND ADOPTED). Mr. Shipp, Chairman of the Schedule Committee, presented the proposed schedule for the University for the summer, 1958, and the fall and spring, 1958-59. He moved the adoption of the report and the motion was seconded by the committee. Dean McCown pointed out that the report of the committee stated that the dates for the Annual Round-Up and Texas Relays had not been determined. Since the circularization of the report, however, the dates for the relays had been set. Dean McCown suggested that the schedule be amended to show that the Texas Relays would be on April 3-4, Friday and Saturday. This change was accepted by the committee. Mr. Ruud asked why commencement was placed at the late date of June 6. He recalled that commencement in 1957 was either on June 1 or the last day of May. Mr. Shipp replied that it was the desire of the Administration that we continue to have commencement on a Saturday, but to have moved it forward to Saturday, May 30, would have left insufficient time to complete the required number of days for the school year. It would also have been necessary to change the Christmas holidays. Mr. Amstead asked if the fact that the dates for the Annual Round-Up were not determined had any significance at this time. Dean McCown said that it did not. The Round-Up Committee for each year preferred to select the dates for its Round-Up and this selection was not made until the first week in September or the first week after school opened. The present committee did not want to pick the dates for the next committee. Mr. Calkins asked if the statement, "dates not yet determined, Annual Round-Up," would be left in the schedule. Dean McCown said that it would. The schedule as revised was then unanimously adopted. It read as follows:

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REPORT AND RECOMMENDATIONS OF THE SCHEDULE COMMITTEE

CALENDAR OF THE MAIN UNIVERSITY  
SUMMER SESSION, 1958

- June 9, Monday. Registration for first term.  
 June 10, Tuesday. Classes begin.  
 June 11, Wednesday. Last day for adding courses.  
 June 14, Saturday. Last day for filing in Registrar's Office petitions to take advanced standing and postponed examinations and re-examinations. Examinations given June 25-July 2.  
 June 27, Friday. Last day for dropping courses without possible penalty. (See General Information Bulletin.)  
 July 4, Friday. Independence Day, a holiday.  
 July 18-21, Friday-Monday. Final examinations for first-term courses. No classes for whole-session courses.  
 July 21, Monday. Registration for second term. No classes for whole-session courses.  
 July 22, Tuesday. Classes begin.  
 July 23, Wednesday. Last day for adding courses.  
 July 29, Tuesday. Last day for making application for a graduate degree.  
 July 31, Thursday. Last day for presenting to the supervisor final copy of the master's thesis.  
 August 1, Friday. Last day for making application for an undergraduate degree. Last day for registering in absentia.  
 August 4, Monday. Last day for filing in Registrar's Office petitions for emergency series of advanced standing and postponed examinations and re-examinations. This series is for August candidates for degrees. Examinations given August 14.  
 August 8, Friday. Last day for dropping courses without possible penalty. (See General Information Bulletin.)  
 August 15, Friday. Last day for presenting final copy of master's thesis, approved by committee, to the Dean.  
 August 28-30, Thursday-Saturday. Final examinations for second-term and whole-session courses.  
 August 30, Saturday. Graduation Day. (No public exercises.)

CALENDAR OF THE MAIN UNIVERSITY

LONG SESSION OF 1958-1959  
Fall Semester

- September 15-16, Monday-Tuesday. Orientation procedures.  
 September 16-19, Tuesday-Friday. Registration for the fall semester.  
 September 19, Friday. Last day for registration without late penalty.  
 September 22, Monday. Classes begin.  
 September 25, Thursday. Last day for adding courses and changing sections.  
 September 25, Thursday. Last day graduate students may register, including paying fees, without special approval of the Dean of the Graduate School. A graduate student who has completed his registration except paying and who is waiting for a University employment or award check may pay fees not later than September 27.



- October 2, Thursday. Last day for filing in the Registrar's Office petitions to take advanced standing and postponed examinations and re-examinations, except postponed examinations in applied music. Examinations given October 17-24.
- October 4, Saturday. Last day any student may register except in absentia registration for no course work. This is the twelfth class day and date on which the official enrollment count is taken.
- October 4, Saturday. Postponed examinations in applied music. Petitions must be in the Registrar's Office not later than September 29.
- October 15, Wednesday. Last day for making application for a graduate degree.
- November 1, Saturday. Last day for dropping courses without possible penalty. (See General Information Bulletin.)
- November 18, Tuesday. Intrasemester reports due in deans' offices.
- November 27-29, Thursday-Saturday. Thanksgiving holidays.
- December 22-January 3, Monday-Saturday, inclusive. Christmas vacation.
- January 5, Monday. Classes resumed.
- January 6, Tuesday. Last day for making application for an undergraduate degree.
- January 21-30, Wednesday-Friday. Fall semester final examinations.
- January 31, Saturday. Graduation Day. (No public exercises.)

#### Spring Semester

- February 2-5, Monday-Thursday. Registration for the spring semester.
- February 5, Thursday. Last day for registration without a late penalty.
- February 6, Friday. Classes begin.
- February 10, Tuesday. Last day for adding courses and changing sections.
- February 10, Tuesday. Last day graduate students may register, including paying fees, without special approval of the Dean of the Graduate School. A graduate student who has completed his registration except paying and who is waiting for a University employment or award check may pay fees not later than February 12.
- February 19, Thursday. Last day any student may register except in absentia registration for no course work. This is the twelfth class day and the date on which the official enrollment count is taken.
- March 2, Monday. Last day for filing in Registrar's Office petitions to take advanced standing and postponed examinations and re-examinations, except advanced standing examinations in English 601. Examinations given March 17-24.
- March 3, Tuesday. Last day for making application for a graduate degree.
- March 5-7, Thursday-Saturday. Interscholastic League Basketball Tournament (boys).
- March 12-14, Thursday-Saturday. Interscholastic League Basketball Tournament (girls).
- March 19, Thursday. Last day for dropping courses without possible penalty. (See General Information Bulletin.)
- March 27-30, Friday-Monday, inclusive. Spring vacation.
- April 3-4, Friday-Saturday. Texas Relays. (Dates not yet determined) Annual Round-Up.
- April 7, Tuesday. Intrasemester reports due in deans' offices.
- April 14, Tuesday. Last day for filing in Registrar's Office petitions for emergency series of advanced standing and postponed examinations and re-examinations. For May candidates for degrees. Examinations given April 24.
- May 1, Friday. Last day for making application for an undergraduate degree.
- May 7-9, Thursday-Saturday. Interscholastic League Meet.
- May 23-June 4, Saturday-Thursday. Final examinations in School of Law.
- May 26-June 4, Tuesday-Thursday. Final examinations except in School of Law.
- June 6, Saturday. Commencement.

REPORT OF SPECIAL COMMITTEE ON SELECTION OF DEANS (D&P 2492) (REVISED AND ADOPTED). Mr. Ayres, Chairman of the committee, presented and moved the adoption of its report. The motion was seconded by the committee.

Mr. Ayres then reviewed the history of the proposal. He said that the recommendations of the committee were in substance the same as those adopted by the General Faculty in 1937. He added that the first sentence of the recommendation was taken from the present rules. However the word "selected" should have read "elected." The committee omitted the portion of the present rule calling for biennial elections of the deans because the committee chose to make no recommendation on this point. He then turned to the paragraph of the report dealing with the appointment of a faculty committee. He reminded the Council that the report of the celebrated Burdine Committee in 1937 had made substantially the same recommendation as the present committee except that it was contemplated that the advisory committee should be elected. While the present committee strongly favored as much faculty participation as feasible under the circumstances, it dis-

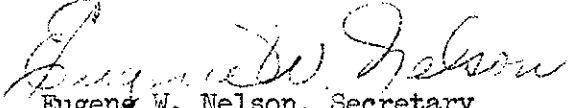
## DOCUMENTS AND MINUTES OF THE GENERAL FACULTY

RECOMMENDATIONS CONCERNING THE SELECTION OF DEANS

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The Faculty Council has filed with the Secretary of the General Faculty the recommendations published below adopted by the Faculty Council at its meeting of October 21, 1957. The legislation was classified as major and as such is being submitted to the General Faculty for ratification.

Notice is hereby given that this recommendation will be presented to the Board of Regents for adoption unless signed protests in writing, with reasons, have been received by the Secretary of the General Faculty from ten voting members of the General Faculty within ten days of the date of this publication, in which case the recommendations will be presented to the General Faculty in formal session for decision.

  
Eugene W. Nelson, Secretary  
The General Faculty

RECOMMENDATIONS OF THE FACULTY COUNCIL

The Faculty Council recommends the following:

Deans of Schools or Colleges shall be appointed by the Board of Regents upon the nomination of the President.

Prior to the appointment of each Dean, (1) the Vice President of the Main University shall request signed, confidential nominations of one or more names from each member of the faculty concerned who is a voting member of the General Faculty and from such other voting members of the General Faculty as he may select; (2) the Vice President of the Main University shall appoint an advisory committee, a majority of whom shall be members of the faculty concerned, to make nominations to him, and (3) the Vice President of the Main University shall in turn make his nomination to the President.

This proposal is substantially the same as the one which was adopted by the General Faculty on April 22, 1937 (Faculty Minutes, pages 1233-1236). The 1937 proposal also contained a provision that deans serve for six years and the provision that reappointment involve the same procedure as initial appointment. The present Committee on the Selection of Deans made no recommendations with regard to terms of service, since that matter was not a part of the Committee's mandate.

It should be noted that the present proposal could be inserted in the relevant paragraph of the Rules and Regulations of the Board of Regents. (Part II, Chapter II, Section 3, page 24, second paragraph) This paragraph reads as follows:

The Deans shall be elected biennially by the Board of Regents, upon the nomination of the President, and shall serve for the two years of a legislative biennium. In case of the resignation or the death of a Dean during the two-year term, the President shall nominate his successor for the unexpired portion of the term. In case of the disability or absence on leave of a Dean, the President shall appoint an Acting Dean. Each Dean, unless otherwise specifically ordered, shall serve on a twelve-months' basis with a thirty-days' vacation, the time of the vacation to be agreed upon between the Dean and the President.

Filed with the Secretary of the General Faculty by Mr. Eugene W. Nelson, Secretary of the Faculty Council, October 28, 1957.

Distributed among the members of the General Faculty by the University Stenographic Bureau, November 5, 1957.

TEXAS WESTERN COLLEGE  
of The University of Texas  
El Paso, Texas

December 18, 1957

Dr. Logan Wilson, President  
The University of Texas  
Austin, Texas

Dear Dr. Wilson:

The following docket is submitted for your approval and presentation to the Board of Regents at its meeting in Austin on January 10 and 11, 1958.

Telephone Service

1. Appropriate \$3,260 from the Unappropriated Surplus to Maintenance and Equipment in order to increase this item from \$3,740 to \$7,000. Information was not available at the time the budget was prepared on total charges for the new telephone switchboard and additional trunk lines required. (R.B.C. No. 36).

Economics and Business Administration

2. Appoint Mr. George O. Seale as Instructor (3/4 time) for the 1957-58 Long Session at a salary of \$3,750 to be paid from the unfilled position of Instructor. This position was budgeted at \$4,500 and the balance of \$750 will be transferred to the Unallocated Salaries Account. (R.B.C. No. 27).

Geology

3. Transfer \$5,900 budgeted for an unfilled position of Assistant Professor to the Unallocated Salaries Account. (R.B.C. No. 28).

Health and Physical Education

4. Transfer \$5,700 budgeted for Einar A. Olsen, Associate Professor, to the Unallocated Salaries Account. Dr. Olsen resigned his position prior to September 16, 1957. (R.B.C. No. 29).

Philosophy and Psychology

5. Transfer \$4,800 budgeted for Howard J. Sherman, Assistant Professor, to the Unallocated Salaries Account. Mr. Sherman resigned his position prior to September 16, 1957. (R.B.C. No. 30).

Engineering

6. Transfer \$5,900 budgeted for an unfilled position of Associate Professor to the Unallocated Salaries Account. (R.B.C. No. 31).

7. Transfer \$4,400 budgeted for Neil T. Arthur, Instructor, to the Unallocated Salaries Account since Mr. Arthur resigned his position prior to September 16, 1957. (R.B.C. No. 32).

8. Transfer \$5,500 budgeted for an unfilled position of Assistant Professor to the Unallocated Salaries Account. (R.B.C. No. 33).

Educational Television

9. Authorize the payment of \$360.00 to Mr. Virgil C. Hicks, Associate Professor of Radio, for additional duties assigned to him in connection with the Educational Television program. (R.B.C. No. 35).

Current Restricted Funds

10. Transfer \$1,000 budgeted for Paul H. Tetzner, Instructor (Part-time) in Art, to the Unallocated Reserve for Salaries. Mr. Tetzner resigned his position prior to September 16, 1957. (R.B.C. No. 34).

SCHELLENGER LABORATORY.--Appoint Mr. Howard C. Vanzant, Instructor in Engineering, as Research Engineer for the period December 1, 1957 to January 31, 1958 under White Sands Proving Ground Contract No. DA 29-040-ORD-1237. Mr. Vanzant will be paid \$272.22 for the two months. (R.B.C. No. 37).

CONTRACT.--Approve Modification No. 2, Supplemental Agreement to Contract No. DA-29-040-ORD-1237 with White Sands Proving Ground covering research and analysis of certain acoustical and meteorological data and approve the execution of same by President Dysart E. Holcomb. This Modification provides for an increase in allotment of funds from \$32,000 to \$47,000, increases the number of research engineering hours and number of man hours per month, and incorporates a "Military Security Requirements" clause.

GIFTS.--The following gifts have been received by Texas Western College. I recommend acceptance and that the thanks and appreciation of the Board of Regents be sent the donors by the Secretary:

1. Sears Roebuck and Company has presented to the Texas Western College Library a complete microfilm of their catalogs from 1888 to 1956. This library is one of sixteen libraries in the entire country to receive such a gift. Value of the microfilm is \$800.00.
2. The architectural firm of Monroe, Licht, and Higgins of El Paso has given a scholarship of \$200 per year to be known as the Monroe, Licht, and Higgins Scholarship. It is to be awarded by the College Scholarship Committee to an engineering student who has completed at least one year's academic work, with first preference given to a student of Civil Engineering. A check for \$200 has been received for the current year. This amount is to be awarded for the 1957-58 Spring Semester.
3. The Vowell Material Company of El Paso has given \$500 to the College for purchase of books for the College Library as recommended by the Department of History, Government, and Sociology. This is another of several gifts from this company for the benefit of the Library.
4. The Commonwealth Foundation has given \$500 for the Scholarship Fund. This money is to be used in awarding scholarships at the discretion of the College Scholarship Committee. This is a continuation of donor's scholarship assistance program.

OUT-OF-STATE TRIPS.--I recommend approval of the following out-of-state trips for staff members listed, expenses to be paid from Maintenance and Equipment funds unless otherwise shown:

1. Dr. Wade J. Hartrick, Professor of Business Administration, to Philadelphia, Pennsylvania, December 22, 1957 - January 5, 1958, to attend the annual meeting of the American Marketing Association.

2. Dr. Miles C. Huffstutler, Jr., Assistant Professor of Mining and Metallurgy, to New York City, February 16-21, 1958, to present a paper at the annual meeting of the American Institute of Mining and Metallurgical Engineers.

CLASSIFIED PERSONNEL.--In studying the pay plan for Classified Personnel, several areas are critical. In each case the pay range is exactly the same as when the plan was established in 1954. I recommend that the changes listed below be approved in order that the revisions can be used in preparing the 1958-59 budget and the biennial budget request.

Present		Change to			
Code	Title	Range		Range	
		Range	No.	Range	No.
0028	Assistant Registrar	\$290-367	27	\$351-445	31
4205	Custodial Supervisor	230-290	22	264-335	25
0002	Senior Clerk	220-277	21	241-304	23
0011	Senior Clerk-Typist	230-290	22	241-304	23
0020	Secretary	200-252	19	220-277	21
7125	Manager, Student Union	367-467	32	424-539	35

The position of Assistant Registrar has been underpaid in view of the responsibilities of the position and the qualifications that the person occupying the position must have. The change herein recommended would establish the pay range at the same level as that of the Assistant Librarian.

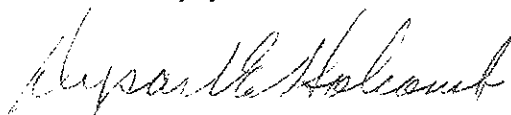
The pay range for Custodial Supervisor is inadequate. The man filling this position directly supervises all custodial workers. He recruits replacements and instructs them in their duties. The position is a responsible one and the pay range needs to be raised to the recommended level to be comparable to salaries paid in this area for similar duties.

We have ceased to be competitive in the pay ranges presently assigned to the positions of Senior Clerk, Senior Clerk-Typist, and Secretary. We frequently lose our better people to business concerns in town and have difficulty in attracting the better qualified personnel to fill vacancies.

The position of Student Union Manager is a very responsible one. The pay rate now assigned to this position is far below that of similar positions at other institutions.

Approval for the addition of a new position classification in the Office of the President is recommended. Such position would be that of Administrative Assistant with code number 0030, Range No. 31 with a minimum of \$351 and a maximum of \$445, with four intermediate steps. This title and salary would be more appropriate to the duties and responsibilities of the person in the President's Office whose title is Administrative Secretary and whose salary is at the top of the bracket for this classification.

Sincerely yours,



Dysart E. Holcomb  
President

THE UNIVERSITY OF TEXAS MEDICAL BRANCH  
GALVESTON

December 18, 1957

Dr. Logan Wilson, President  
The University of Texas  
Austin 12, Texas

Dear Dr. Wilson:

The following docket is submitted for your approval and presentation to the Board of Regents at its meeting in Austin on January 10 and 11, 1958:

1957-58 Budget

U. S. Federal Grants and  
Contract Services

1. Transfer \$250.00 from Unappropriated Surplus to Maintenance and Equipment. (RBC No. 67)

School of Medicine

Anesthesiology

2. Grant Dr. Moore J. H. Yen, Assistant Professor, at a salary rate of \$7,200 for twelve months, a leave of absence for one year, effective January 17, 1958. (RBC No. 70)

Dermatology

3. Transfer \$9,000 from the vacant position of Assistant Professor, formerly occupied by Dr. Samchai Nilasena, to the accounts and in the amounts indicated below, effective September 23, 1957:

Senior Clerk-Typist	\$1,419.60
Unallocated Salaries - Teaching	<u>7,580.40</u>
	<u>\$9,000.00</u>

(RBC No. 77)

Internal Medicine

4. Appoint Dr. Lawrence W. Dumas as Instructor, part-time, at a salary rate of \$1,800 for twelve months, effective September 1, 1957. Funds to come from the vacant position of Instructor, full-time, formerly occupied by Dr. John R. L. Vaughan. Unused funds in the amount of \$7,200 to be transferred to Unallocated Salaries - Teaching. (RBC No. 79)

5. Change the beginning date of the appointment of Dr. Harry Levine, Associate Professor, from October 5, 1957 to October 15, 1957. Unused funds in the amount of \$295.71 to be transferred to Unallocated Salaries - Teaching. (RBC No. 63)

Neurology and Psychiatry

6. Accept the resignation of Dr. Irvin M. Cohen, Associate Professor, at a salary rate of \$9,850 for twelve months, effective December 31, 1957. (RBC No. 73)

Pathology

7. Transfer \$9,000 from the vacant position of Assistant Professor to the accounts and in the amounts indicated below, effective October 1, 1957:

Instructor (Edwin W. Godfrey)	\$5,041.63
Unallocated Salaries - Teaching	<u>3,958.37</u>
	<u>\$9,000.00</u>

(RBC No. 78)

*Just reported  
Date*

Pathology

8. Accept the resignation of Dr. Bengt D. Estborn, Research Associate, at a salary rate of \$6,468 for twelve months from U. S. Public Health Service Grant No. H-2249(C2), effective December 6, 1957. (RBC No. 72)

Pediatrics

9. Transfer \$6,000 from the vacant position of Assistant Professor, formerly held by Caroline Dowlen, to the accounts and in the amounts indicated below, effective September 1, 1957:

Child Psychologist	\$ 160.00
Unallocated Salaries - Teaching	<u>5,840.00</u>
	<u>\$6,000.00</u>

(RBC No. 75)

Physiology

10. Appoint Mr. Albert R. Adams as Chief Electronics Technologist (vacant position), at a salary rate of \$6,168 for twelve months, effective October 28, 1957. Unused funds in the amount of \$961.69 to be transferred to Unallocated Salaries - Teaching. (RBC No. 64)

Preventive Medicine and Public Health

11. Appoint Mr. Charles Rosenbloom as Instructor, without salary, effective December 1, 1957. Mr. Rosenbloom also serves as Director of Social Service in Medical Case Service at a salary rate of \$7,440 for twelve months. (RBC No. 62)

Hematology Research Laboratory

12. Appoint Dr. Edward Bresnick as Teaching and Research Associate, at a salary rate of \$7,400 for twelve months, effective November 1, 1957. Funds to come from U. S. Air Force Contract No. AF 41(657)-116. (RBC No. 68)

School of Nursing

13.

BUDGET FOR THE W. K. KELLOGG FOUNDATION GRANT FOR GRADUATE EDUCATION IN NURSING, 1957-58: It is respectfully requested that you approve the following budget for operations for the fourth year of the W. K. Kellogg Foundation Grant for Graduate Education in Nursing, effective September 1, 1957, under the direction of Miss Marjorie Bartholf, Dean of the School of Nursing: (RBC No. 65)

Salaries

Associate Professor of Medical Surgical Nursing	\$ 6,600
Associate Professor of Pediatric Nursing	6,600
Assistant Professor of Medical Sociology (Part-time)	3,750
Travel	<u>3,000</u>
Total	<u>\$19,950</u>

Physical Plant

14. Transfer \$6,168 from the position Mechanical Engineer to the accounts and in the amounts indicated below, effective September 1, 1957: (RBC No. 76)

Administrative Clerk (Modified Service - Harry Lawrence)	\$ 2,889.96
Locksmith (Modified Service - Mike Castaldi)	1,548.00
Unallocated Salaries - Non-Teaching	<u>1,730.04</u>
	<u>\$ 6,168.00</u>

*and Professor of Hospital Administration*

Hospitals

15. Appoint Mr. Arthur G. Hennings as Director of University Hospitals, at a salary rate of \$12,000 for twelve months, plus \$6,000 per annum from the Sealy & Smith Foundation Donation Grant, effective ~~January 15~~, February 1, 1958; total salary for twelve months, \$18,000. The \$12,000 needed will come from the vacant position of Administrator of Hospitals and Director of Facilities. (RBC No. 82)

Housekeeping

16. Transfer \$1,538.00 from the appropriation for Laborers in the Physical Plant budget to the appropriation for Custodial Workers - Male in the Housekeeping budget. (RBC No. 71)

JAMES W. MCLAUGHLIN FELLOWSHIP PROGRAM: It is respectfully requested that you approve the following recommendation approved by the Medical Branch McLaughlin Committee and the Regental Committee for the McLaughlin Fellowship Program:

1. Award a Post-Doctoral Fellowship to Dr. Zein-Eldin, for the period October 15, 1957 through October 14, 1958, to include:

Stipend - one year	\$6,000
Maintenance and Equipment	650
Travel - to scientific meeting	<u>250</u>
Total	<u>\$6,950</u>

REASSIGNMENT OF DUTIES WITH PAY IN EXCESS OF TWO WEEKS: I recommend approval of the following reassignment of duties:

1. Approve the absence of Dr. Edgar J. Poth, Professor of Surgery, from his ordinary duties at The University of Texas Medical Branch, for the period November 11, 1957 to December 15, 1957, and for that period reassign him to a special project of The University of Texas Medical Branch in Honolulu, Hawaii and the Far East. Dr. Poth will present a paper, serve on a panel on geriatric surgery and Chairman the General Surgery Section at the meetings of the Pan-Pacific Surgical Congress in Honolulu. He will visit the Far East as Consultant in General Surgery to the Surgeon General, United States Air Force; also, participate in conferences and seminars at the various bases established in the Pacific. The travel will be performed without expense to the University.

Waiver of Nepotism: It is respectfully requested that the nepotism regulation be waived to permit the appointment of Dr. Edward Bresnick (see Item No. 12 - this docket), husband of Mrs. Etta Bresnick, Instructor in the School of Nursing, effective September 17, 1957.

REVISIONS TO THE CLASSIFICATION AND PAY PLAN: It is respectfully requested that the Classification and Pay Plan be amended, effective September 1, 1958, in accordance with the attached recommendations. *9545*

FELLOWSHIPS, SCHOLARSHIPS AND AWARDS: On recommendation of the appropriate committee, the following awards have been made:

1. Misses Melba and Thelma Hill have been awarded the United Cerebral Palsy Tuition Scholarship in the amount of \$43.75 each.

CLASSIFIED PAY PLAN: I recommend that the following changes be made in the Classified Service at the Medical Branch, effective September 1, 1957:



1. The following new positions be established with the requested salary ranges:

<u>Class</u>	<u>Title</u>	<u>Monthly Range</u>	<u>Annual Range</u>	<u>Step No.</u>
0027	Dispatcher	\$320-404	\$3840-4848	29
0212	Senior Key Punch Operator	\$277-351	\$3324-4212	26
1112	Chief Electroencephlaograph Technician	\$304-385	\$3648-4620	28
1301	Pharmacy Technician	\$149-190	\$1788-2280	13
1410	Social Case Worker II	\$467-539	\$5604-6468	37
2106	Technical Director, Laboratory Technology	\$539-680	\$6468-8160	40
2340	Medical Sculptor	\$367-467	\$4404-5604	32
3502	Laborer Foreman	\$252-320	\$3024-3840	24
6702	Assistant Audio Visual Technician	\$220-277	\$2640-3324	21

2. The following position be deleted from the classified Plan:

<u>Class</u>	<u>Title</u>	<u>Monthly Range</u>	<u>Annual Range</u>	<u>Step No.</u>
3540	Timekeeper	\$252-320	\$3024-3840	24
4235	Seamstress Supervisor	\$220-277	\$2640-3324	21

3. The following existing job titles and classification numbers be changed:

- a. Interviewer (0710) to Personnel Interviewer (0710)
- b. Social Case Worker (1410) to Social Case Worker I (1408)
- c. Pharmacist (1300) to Pharmacist (1302)

4. The following salary ranges be changed:

	<u>From</u>		<u>To</u>	
	<u>Monthly</u>	<u>Annual</u>	<u>Monthly</u>	<u>Annual</u>
0023 Administrative Assistant	\$351-445	\$4212-5340	\$351-490	\$4212-5880
1408 Social Case Worker I	\$404-514	\$4848-6168	\$404-467	\$4848-5604
4135 Cafeteria Manager I	\$277-351	\$3324-4212	\$304-385	\$3648-4620
4137 Cafeteria Manager II	\$304-385	\$3648-4620	\$335-424	\$4020-5088

GOVERNMENT CONTRACTS AND GRANTS: The following contracts and grants have been negotiated by the Business Manager and have been signed by the Director upon the recommendation of the academic director and the Business Manager, and approved by the Comptroller and President. I recommend your approval and ratification of signatures:

1. Grant No. A-1304(C), by which the Department of Health, Education, and Welfare, Public Health Service, provides \$3,709, for the period December 1, 1957 through November 30, 1958, for research on "Isolation and characterization of enzymes involved in the biological activity of thioctic acid." This project will be directed by Dr. Gerald R. Seaman, Associate Professor of Physiology.

GOVERNMENT CONTRACTS AND GRANTS (Cont'd):

2. Grant No. A-2132, by which the Department of Health, Education, and Welfare, Public Health Service, provides \$2,265, for the period December 1, 1957 through November 30, 1958, for research on Radioautographic Study of Transitional Epithelium. This project will be directed by Dr. Bruce E. Walker, Assistant Professor of Anatomy.
3. Grant No. E-159(C6), by which the Department of Health, Education, and Welfare, Public Health Service, provides \$5,290, for the period December 1, 1957 through November 30, 1958, for research on Enzyme Activity of Parasitic Protozoa. This project will be directed by Dr. Gerald R. Seaman, Associate Professor of Physiology.
4. Grant No. E-64(C9), by which the Department of Health, Education, and Welfare, Public Health Service, provides \$8,172, for the period January 1, 1958 through December 31, 1958, for research on The Mechanism of Immunity to Filarial Worms. This project will be directed by Dr. J. Allen Scott, Professor of Statistics and Epidemiology, and Dr. Etta Mae Macdonald, Associate Professor of Microbiology.
5. Grant No. D-768, by which the Department of Health, Education, and Welfare, Public Health Service, provides \$9,460, for the period December 1, 1957 through November 30, 1958, for research on Development of the Palate and Lip in Mice. This project will be directed by Dr. Bruce E. Walker, Assistant Professor of Anatomy.
6. Grant No. A-1961, by which the Department of Health, Education, and Welfare, Public Health Service, provides \$11,290, for the period December 1, 1957 through November 30, 1958, for research on Pleuropneumonia-like organisms in tissue culture. This project will be directed by Dr. C. M. Pomerat, Professor of Cytology.
7. Grant No. CY-3096(RI), by which the Department of Health, Education, and Welfare, Public Health Service, provides \$25,228, for the period January 1, 1958 through December 31, 1958, for research on "To study effects of chemotherapeutic agents in the treatment of cancer in cooperation with the other members of the Southwestern Cancer Chemotherapy study section." This project will be directed by Dr. William C. Levin, Associate Professor of Internal Medicine.
8. Grant No. GN-5484, by which the Department of Health, Education, and Welfare, Public Health Service, provides \$20,536, for the period December 1, 1957 through November 30, 1958, for research on Teaching Processes in Maternal and Infant Care. This project will be directed by Miss Marjorie Bartholf, Dean of the School of Nursing and Miss Virginia Lane, Associate Professor of Obstetric Nursing.
9. Supplemental Agreement No. 1(58-153) to Air Force Contract No. AF 41(657)-116, by which the Department of the U. S. Air Force, provides \$18,009.00 additional funds and extends the termination date through October 31, 1958, for research on a Study of the Effects of Total Body Irradiation and Local Irradiation on the Metabolism of the Hematopoietic System in Humans and the Study of Clinical Effects of Ionizing Radiation in Humans. This project is directed by Dr. William C. Levin, Associate Professor of Internal Medicine.
10. Supplemental Agreement No. 1(58-169) to Air Force Contract No. AF 41(657)-123, by which the Department of the U. S. Air Force, provides extension of the final reporting date to November 30, 1957, for research and reports on The Methodology with Viral Infections (common cold) and Viral Hepatitis. This project is directed by Dr. Morris Pollard, Professor of Preventive Medicine and Public Health.
11. Modification No. 2 to Army Contract No. DA-49-007-MD-653, by which the Department of the Army, extends the termination date

through June 30, 1958, without additional funds, for research on Infrared Spectrophotometry of Mosquito Extracts. This project is directed by Dr. Don W. Micks, Associate Professor of Preventive Medicine and Public Health.

12. Administrative Notice 1(58-180) to Air Force Contract No. AF 18(600)-1278 amends the fund citation on the Cover Page of the subject contract to read as follows:

58x3600 566-1670 P670-07 S41-607

GIFTS AND GRANTS: The following gifts and grants have been received at the Medical Branch. I recommend acceptance and that the appreciation of the Board of Regents be sent the donors by the Secretary:

1. The Hogg Foundation for Mental Health, The University of Texas, Austin 12, Texas has awarded a grant in the amount of \$8,155.00 to the Youth Development Project, under the direction of Dr. Harold A. Goolishian, Director of the Youth Development Center, to pay the salary of Dr. Robert McGregor, Psychologist, for the period December 1, 1957 through November 30, 1958.
2. Six checks, each in the amount of \$781.25, representing the semi-annual contribution for the period November 1, 1957 through April 30, 1958, has been received from various industrial concerns for continued support of experimental work on "A Physiological Study of Carbon Black," previously docketed, under the direction of Dr. Carl A. Nau, Professor of Physiology. It is the wish of these companies that no publicity be given the contributions.
3. The Robertson Poth Foundation, 1021 Bayou Shore Drive, Galveston, Texas, has sent a check in the amount of \$5,000 as a grant-in-aid for support of the Surgical Research Laboratory, under the direction of the Director of the Surgical Research Laboratory. Acknowledgment of this gift to be addressed to Dr. Edgar J. Poth, Professor of Surgery and Director of the Surgical Research Laboratory, and Dr. Gaynelle Robertson, Chairman of the Department of Ophthalmology.
4. The W. K. Kellogg Foundation, 250 Champion Street, Battle Creek, Michigan, has sent a check in the amount of \$14,516, which represents the fourth payment on a five-year commitment, previously docketed, for support of the Graduate Education in Nursing Program, under the direction of Miss Marjorie Bartholf, Dean of The School of Nursing.
5. The Hartz Mountain Products Corporation, 36 Cooper Square, New York, N. Y., has sent a check in the amount of \$2,000 for further support of a study on psittacosis, previously docketed, under the direction of Doctor Morris Pollard, Director of the Virus Research Laboratory.
6. The American Women's Voluntary Service, Galveston, Texas, has sent a check in the amount of \$800.00 to be used for the purchase of miscellaneous inhalation therapy equipment, and two (2) formula bottle warmers. Acknowledgement should be addressed to Mrs. J. M. Buckmaster, Television Chairman, American Women's Voluntary Service, 4902 Avenue S, Galveston, Texas, with a carbon copy to Mrs. Edwin B. Krohn, President, American Women's Voluntary Service, 4608 Avenue R $\frac{1}{2}$ , Galveston, Texas.

Gifts less than \$100:

7. The American Occupational Therapy Association, 250 West 57th Street, New York 19, N. Y., has sent a check in the amount of \$87.50 to be used as the United Cerebral Palsy Tuition Scholarship Fund for worthy students in the School of Occupational Therapy, under the direction of Miss Rose Marie Wells, Director of Occupational Therapy. This check represents the first installment for 1957-58, with the second installment due in January 1958.

8. Mr. S. B. Cantey, III, Ft. Worth, Texas, has sent a check in the amount of \$50.00 to be deposited in the Current Restricted account - Thompson-Singleton Congenital Facial Deformity Clinic, Account No. 943490, under the direction of Dr. T. G. Blocker, Jr., Professor of Plastic and Maxillofacial Surgery.

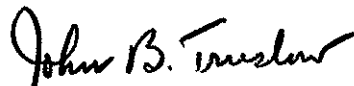
OUT-OF-STATE TRIPS: I recommend approval of the following out-of-state trips by the staff members listed, their expenses to be paid as indicated:

1. Dr. Ludwik Anigstein, Professor of Preventive Medicine and Public Health, December 4-10, 1957, to New York, N. Y., to attend the annual meeting of the New York Academy of Sciences, expenses to be paid from Navy Contract No. Nonr-265(00)- Travel.
2. Dr. Elwood E. Baird, Professor of Pathology, November 17-24, 1957, to New York, N. Y., to attend the indoctrination school relevant to the Autoanalyzer being purchased from the Technicon Instrument Corporation of Chauncey, N. Y., expenses to be paid from the Current Restricted account - Pathology Department - Gifts for operating expenses from professional fees.
3. Miss Catherine Belluomini, Speech Therapist, November 18-22, 1957, to Cincinnati, Ohio, to attend the Convention of the American Speech and Hearing Association, expenses to be paid from Hearing and Speech Clinic - Maintenance and Equipment.
4. Miss Gladys Nite, Professor of Nursing, Miss Beatrice Carruth, Associate Professor of Psychiatric Nursing, and Miss Virginia Brantl, Associate Professor of Medical-Surgical Nursing, November 10-15, 1957, to Atlanta, Georgia, to attend a seminar on Graduate Education and Research in Nursing of the Southern Regional Education Board. Their expenses to be paid from the Current Restricted account - W. K. Kellogg Foundation Grant for Graduate Education in Nursing - Travel.
5. Drs. James R. Barnett, Wray B. McCash and Robert Boudreau, Residents in Dermatology, December 5-13, 1957, to Chicago, Illinois, to attend the meetings of the American Academy of Dermatology and Syphilology. Their expenses to be paid from Special Activities account - Professional Fees - Dermatology.
6. Dr. G. G. Eade, Resident in Plastic and Maxillofacial Surgery, November 28-30, 1957, to Washington, D. C., to report data accumulated from research studies on debriding agents at the meeting of the National Research Council Subcommittee on Trauma. His expenses to be paid from the Special Activities account - Professional Fees - Plastic Surgery.
7. Dr. John R. Derrick, Assistant Professor of Surgery, November 24-26, 1957, to perform research studies at the Holloman Air Force Base, New Mexico, in consultation with Colonel John P. Stapp, USAF. His expenses to be paid from the Current Restricted account - Professional Services by members of the staff - General Surgery.

8. Dr. Frederick Duckworth, Resident in Anesthesiology, December 9-16, 1957, to New York, N. Y., to attend the Eleventh Postgraduate Assembly of the New York State Society of Anesthesiologists. His expenses to be paid from Special Activities account - Professional Fees - Anesthesiology.
9. Dr. G. W. N. Eggers, Professor of Orthopedic Surgery, January 29-February 7, 1958, to New York, N. Y., to serve as an examiner for the American Board of Orthopedic Surgery on Part II Board Examinations; and to attend the opening sessions of the meeting of the American Academy of Orthopedic Surgeons. His expenses to be paid from the Current Restricted account - Professional Fees - Orthopedics.
10. Dr. G. W. N. Eggers, Jr., Instructor in Anesthesiology, December 8-15, 1957, to New York City, N. Y., to attend the Eleventh Postgraduate Assembly of the New York State Society of Anesthesiologists, and to visit the Research Laboratories of Burroughs Wellcome in Tuckahoe, N. Y. His expenses to be paid from the Special Activities account - Professional Fees - Anesthesiology.
11. Dr. Wendell D. Gingrich, Assistant Professor of Ophthalmology, November 9-17, 1957, to Miami Beach, Florida, to attend the meeting of the Southern Medical Association. His expenses to be paid from U. S. Public Health Service Grant No. B-632(C2)-Travel.
12. Dr. E. Gartly Jaco, Associate Professor of Medical Sociology, December 11-15, 1957, to Philadelphia, Pennsylvania, and N. Y., N. Y., to attend a special meeting of the Association for Research in Nervous and Mental Diseases in New York, and obtain first-hand knowledge of the marriage counselling program in the Department of Psychiatry at the University of Pennsylvania College of Medicine. His expenses to be paid from the Current Restricted account - Special Fund for the Support of Research, Augmentation of certain salaries, and travel expenses for younger staff members to attend medical meetings.
13. Dr. P. M. Lantin, Instructor in Urology, November 30-December 9, 1957, to Iowa City, Iowa, and Rochester, Minnesota, to attend the Postgraduate Course in Urology in Iowa City, and to observe research work and current trends in Urology at the Mayo Clinic at Rochester. His expenses to be paid from the Current Restricted account - Professional Fees - Urology.
14. Dr. Meredith G. Lewis, Chief Technician in Radiology, November 24-27, 1957, to Johns Hopkins Hospital, Walter Reed Hospital and the University of Virginia Hospital, to observe the Eastman Kodak Developer under actual operation. His expenses to be paid from the Current Restricted account - National Fund for Medical Education - Radiology.
15. Dr. Don W. Micks, Associate Professor of Preventive Medicine and Public Health, December 1-5, 1957, to Memphis, Tennessee, to attend the annual meeting of the Entomological Society of America; expenses to be paid from U. S. Public Health Service Grant No. E-98 (C5) - Travel.
16. Mr. William L. Marr, Jr., Medical Student, November 13-17, 1957, to Los Angeles, California, to participate in the meetings of the Western Institute on Epilepsy. His expenses to be paid from the Current Restricted Account - Professional Fees - Special Epileptic Fund.

17. Dr. J. Fred Mullins, Professor of Dermatology, December 7-13, 1957, to Chicago, Illinois, to present a paper at the meeting of the American Academy of Dermatology Association. His expenses to be paid from the Current Restricted account - Upjohn Company Grant to Dr. Mullins.
18. Dr. John L. Otto, Associate Professor (part-time) of Neurology and Psychiatry, November 13-17, 1957, to Los Angeles, California, to participate in the meetings of the Western Institute on Epilepsy. His expenses to be paid from the Current Restricted account - Professional Fees - Special Epileptic Fund.
19. Mr. R. S. Purvis, Director of Physical Plant, November 24-27, 1957, to Baltimore, Maryland, Washington, D. C., and Charlottesville, Virginia, to obtain information concerning the installation of an X-Omatic Developing machine to be used in Radiology. His expenses to be paid from the Current Restricted account - Sealy & Smith Foundation Donation Grant for the operation and maintenance of the Physical Plant - Maintenance and Equipment.
20. Dr. Martin Schneider, Professor of Radiology, November 16-23, 1957, to Chicago, Illinois, to attend the annual meeting of the Radiological Society of North America. His expenses to be paid from the Current Restricted account - National Fund for Medical Education Grant - Radiology.
21. Dr. A. O. Singleton, Jr., Associate Professor of Surgery, December 8-14, 1957, to White Sulphur Springs, West Virginia, to present a paper at the meeting of the Southern Surgical Association. His expenses to be paid from the Current Restricted account - Professional Services by Members of the Staff - General Surgery.
22. Miss Jean Stubbins, Technical Director of the Blood Bank, and Miss Marilyn Raus, Technologist I, January 16-19, 1957, to New Orleans, Louisiana, to attend the annual meeting of the Texas Association of Blood Banks. Their expenses to be paid from the Special Activities account - Blood Bank.

Sincerely yours,



John B. Truslow, M. D.  
Executive Director

JBT:EDW:br

SALARY RANGES COVERING CLASSES  
OF POSITIONS IN THE CLASSIFIED SERVICE

545

The University of Texas  
Medical Branch

EXPLANATION: Below are listed the monthly salary ranges for classes of positions in the Classified Service of the Medical Branch. The first column indicates the index number of the class as it appears in the book of class descriptions; the second column, the class title; the third column, the monthly salary range for the class, i.e. the minimum and maximum rates to be paid to incumbents of positions of the class; the fourth column, the annual salary range for the class; the last column the salary step number, which refers to the Basic Salary Schedule (Table 2). The "intermediate steps" are those rates which fall between the indicated minimum and maximum rates and can be found in Table 2.

The salary ranges are intended to provide an equitable level of compensation for each class of employment. Ranges were determined through study and analysis of the following factors: prevailing rates of pay for comparable classes in private and public employment, present economic conditions, present labor market conditions, past Medical Branch pay policies, and the relationship of the different classes of employment as determined through evaluation of duties and responsibilities of each position.

CLASS

(See Table No. 2 for Intermediate  
Steps and Hourly Rates)

		<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
00XX CLERICAL, FISCAL, and ADMINISTRATIVE SERVICE)				
00XX Clerical and General Administrative Group)				
000	Clerical Assistant	\$172-220	\$2064-2640	16
001	Clerk	210-264	2520-3168	20
002	Senior Clerk	264-335	3168-4020	25
003	Administrative Clerk	335-424	4020-5088	30
004	Chief Clerk (Group of Classes)	385-514	4620-6168	33
010	Clerk-Typist	210-264	2520-3168	20
011	Senior Clerk-Typist	264-335	3168-4020	25
012	Medical Record Typist	230-290	2760-3480	22
020	Secretary	220-277	2640-3324	21
021	Senior Secretary	264-335	3168-4020	25
022	Administrative Secretary	320-404	3840-4848	29
023	Administrative Assistant	385-514	4620-6168	33
025	Medical Branch Recorder	385-490	4620-5880	33
027	Dispatcher	320-404	3840-4848	29
030	Assistant Registrar (Medical Branch)	385-514	4620-6168	33
032	Assistant Admitting Officer	320-424	3840-5088	29
033	Admitting Officer	385-514	4620-6168	33
034	Bursar	490-620	5880-7440	38
045	Assistant Business Manager	565-680	6780-8160	41
050	Communications Supervisor	385-514	4620-6168	33
01XX Fiscal and Accounting Group)				
100	Accounting Clerk	264-351	3168-4212	25
110	Accountant	445-565	5340-6780	36

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u> <b>546</b>
113 Internal Auditor	514-650	6168-7800	39
(02XX Office Equipment Operation Group)			
200 Switchboard Operator	200-252	2400-3024	19
205 Chief Switchboard Operator	230-290	2760-3480	22
210 Key Punch Operator	230-290	2760-3480	22
212 Senior Key Punch Operator	277-351	3324-4212	26
215 Tabulating Equipment Operator	320-404	3840-4848	29
220 Tabulating Equipment Supervisor	490-620	5880-7440	38
(03XX Stores and Procurement Group)			
300 Stores Clerk I	210-264	2520-3168	20
301 Stores Clerk II	241-304	2892-3648	23
305 Stores Clerk III	277-351	3324-4212	26
310 Storekeeper	351-445	4212-5340	31
313 Assistant Stores Supervisor	367-467	4404-5604	32
315 Stores Supervisor	404-514	4848-6168	34
319 Assistant Purchasing Agent	404-514	4848-6168	34
320 Purchasing Agent (Medical Branch)	514-650	6168-7800	39
(04XX Retail Sales Group)			
400 Store Manager	385-490	4620-5880	33
(05XX Medical Records Group)			
500 Medical Records Librarian	304-385	3648-4620	28
510 Chief Medical Records Librarian	539-620	6468-7440	40
(07XX Personnel Group)			
710 Personnel Interviewer	320-404	3840-4848	29
729 Assistant Director, Staff Personnel	404-514	4848-6168	34
730 Director, Staff Personnel	514-680	6168-8160	39
(1XXX MEDICAL, DENTAL, and HOSPITAL SERVICE)			
(10XX Dental Group)			
1000 Dental Assistant	200-252	2400-3024	19
1005 Dental Technician	304-385	3648-4620	28
(11XX Technical Group)			
1100 Heart Station Technician	200-252	2400-3024	19
1105 Heart Station Supervisor	304-385	3648-4620	28
1110 Electroencephalograph Technician	252-320	3024-3840	24
1112 Chief Electroencephalograph Technician	304-385	3648-4620	28
1115 Oxygen Technician	181-230	2172-2760	17
1121 X-Ray Technician	290-367	3480-4404	27
1125 Chief X-Ray Technician	539-680	6468-8160	40
1130 Central Sterile Supply Supervisor	424-514	5088-6168	35



<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>	
547				
(12XX Nursing Group)				
1200	Hospital Aide	142-220	1704-2640	12
1203	Ward Clerk	200-252	2400-3024	19
1204	Operating Room Technician	200-252	2400-3024	19
1205	Vocational Nurse	200-252	2400-3024	19
1208	Junior Staff Nurse	200	2400	*See Footnote
1210	Staff Nurse	304-367	3648-4404	28
1215	Operating Room Nurse	304-367	3648-4404	28
1218	Assistant Head Nurse	320-385	3840-4620	29
1220	Head Nurse	351-424	4212-5088	31
1225	Assistant Nursing Supervisor	385-467	4620-5604	33
1230	Nursing Supervisor	424-514	5088-6168	35
1240	Assistant Director, Nursing Service	514-620	6168-7440	39
1245	Associate Director, Nursing Service	565-680	6780-8160	41
(13XX Pharmaceutical Group)				
1301	Pharmacy Technician	149-190	1788-2280	13
1302	Pharmacist	490-620	5880-7440	38
1303	Assistant Chief Pharmacist	539-680	6468-8160	40
1305	Chief Pharmacist	650-800	7800-9600	44
(14XX Social Service Group)				
1400	Patient Relations Worker	230-290	2760-3480	22
1405	Social Case Aide	304-351	3648-4212	28
1408	Social Case Worker I	445-514	5340-6168	36
1410	Social Case Worker II	514-620	6168-7440	39
1412	Social Work Supervisor	514-620	6168-7440	39
1415	Director, Social Service	650-800	7800-9600	44
(15XX Therapy Group)				
1500	Fever Therapist	277-351	3324-4212	26
1505	Physical Therapy Assistant	200-252	2400-3024	19
1510	Physical Therapist	351-445	4212-5340	31
1520	Occupational Therapy Assistant	200-252	2400-3024	19
1525	Occupational Therapist	351-445	4212-5340	31
1528	Speech Therapist	304-385	3648-4620	28
1530	Director, Occupational Therapy	539-680	6468-8160	40
(16XX Testing and Guidance Group)				
1600	Pediatrics School Teacher	304-385	3648-4620	28
1605	Psychometrist	230-304	2760-4848	22
(2XXX RESEARCH and SCIENTIFIC SERVICE)				
(20XX Laboratory Services Group)				
2000	Animal Caretaker	164-252	1968-3024	15
2005	Animal Hospital Supervisor	304-385	3648-4620	28
2010	Laboratory Helper	142-200	1704-2400	12

<u>CLASS</u>		<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>	
2020	Laboratory Technical Assistant	190-290	2280-3480	18	548
2025	Laboratory Services Supervisor	277-367	3324-4404	26	
2030	Anatomical Embalmer	290-367	3480-4404	27	
2040	Autopsy Assistant	252-320	3024-3840	24	
2050	Medical Museum Curator	290-367	3480-4404	27	
(21XX Diagnostic Laboratory Group)					
2100	Laboratory Technologist I	351-445	4212-5340	31	
2101	Laboratory Technologist II	385-539	4620-6468	33	
2105	Technical Director, Blood Bank	539-680	6468-8160	40	
2106	Technical Director, Laboratory Technology	539-680	6468-8160	40	
2110	Histology Technician (Trainee)	100	1200		*See Footnote
2113	Histology Technician	304-385	3648-4620	28	
2115	Head Histology Technician	367-467	4404-5604	32	
2116	Technical Director, Histopathology	539-680	6468-8160	40	
(22XX Research Laboratory Group)					
2200	Research Technician I	304-424	3648-5088	28	
2201	Research Technician II	385-539	4620-6468	33	
2202	Research Associate	490-680	5880-8160	38	
(23XX Scientific Art Group)					
2300	Medical Photography Assistant	220-277	2640-3324	21	
2305	Medical Photographer	320-404	3840-4848	29	
2310	Medical Photography Supervisor	514-650	6168-7800	39	
2320	Medical Illustration Assistant	220-277	2640-3324	21	
2323	Medical Illustrator	290-367	3480-4404	27	
2325	Medical Illustration Supervisor	490-620	5880-7440	38	
2340	Medical Sculptor	404-514	4848-6168	34	
(3XXX ENGINEERING, TRADES, and LABOR SERVICE)					
(30XX Engineering and Administrative Group)					
3000	Architectural Assistant	424-539	5088-6468	35	
3010	Electrical Engineer	592-740	7104-8880	42	
3018	Superintendent of Utilities	650-800	7800-9600	44	
3020	Superintendent of Air Conditioning and Refrigeration	650-800	7800-9600	44	
3025	Superintendent, Buildings and Grounds Maintenance	490-620	5880-7440	38	
3041	Mechanical Engineer	592-740	7104-8880	42	
(31XX Plant Operation Group)					
3100	Stationary Fireman	335-385	4020-4620	30	
3110	Chief Stationary Engineer	445-514	5340-6168	36	
(32XX Building and Allied Trades Group)					
3200	Maintenance Man (Group of Classes)	252-335	3024-4020	24	

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>	
3210	Carpenter	335-385	4020-4620	30
3215	Carpenter Foreman	424-490	5088-5880	35
3220	Electrician	385-445	4620-5340	33
3225	Electrician Foreman	514-592	6168-7104	39
3230	Painter	335-385	4020-4620	30
3235	Painter Foreman	424-490	5088-5880	35
3240	Plumber and Steamfitter	385-445	4620-5340	33
3245	Plumber and Steamfitting Foreman	514-592	6168-7104	39
3247	Insulator	385-445	4620-5340	33
3249	Plasterer	404-514	4848-6168	34
3250	Welder	385-445	4620-5340	33
(33XX Mechanical and Allied Trades Group)				
3300	Bracemaker	335-385	4020-4620	30
3305	Locksmith	320-367	3840-4404	29
3315	Communications Mechanic	385-445	4620-5340	33
3320	Refrigeration Mechanic	385-445	4620-5340	33
3325	Refrigeration Mechanic Foreman	514-592	6168-7104	39
3326	Air Conditioning Lead Man	490-565	5880-6780	38
3327	Air Conditioning Mechanic	385-445	4620-5340	33
3328	Air Conditioning Foreman	539-620	6468-7440	40
3340	Laboratory Mechanic	335-385	4020-4620	30
3345	Chief Electronic Technologist	514-650	6168-7800	39
3350	Scientific Instrument Maker	445-514	5340-6168	36
3355	Instrument Shop Foreman	539-680	6468-8160	40
(34XX Printing and Allied Trade Group)				
3400	Multilith Operator	264-335	3168-4020	25
3410	Assistant Bookbinder	230-290	2760-3480	22
3415	Bookbinder	385-490	4620-5880	33
3420	Print Shop Supervisor	404-514	4848-6168	34
(35XX Labor and Labor Supervision Group)				
3500	Laborer	190-241	2280-2892	18
3502	Laborer Foreman	252-277	3024-3324	24
3510	Truck Driver	200-230	2400-2760	19
3515	Gardener	210-264	2520-3168	20
3530	Campus Foreman	385-424	4620-5088	33
(4XXX CUSTODIAL AND FOOD SERVICE)				
(40XX Laundry Group)				
4000	Laundry Worker, Female	116-156	1392-1872	8
4001	Laundry Worker, Male	149-190	1788-2280	13
4002	Presser, Hand	122-149	1464-1788	9
4003	Presser, Machine	128-156	1536-1872	10
4004	Marker, Sorter	135-181	1620-2172	11
4005	Washman	181-230	2172-2760	17
4006	Washer, Extractor	156-200	1872-2400	14
4010	Chief Marker	190-241	2280-2892	18

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
4012 Assistant Laundry Manager	304-385	3648-4620	28
4015 Laundry Manager	404-514	4848-6168	34
(41XX Food Service Group)			
4100 Food Service Worker	142-181	1704-2172	12
4101 Food Preparation Worker	156-200	1872-2400	14
4105 Food Service Supervisor	230-290	2760-3480	22
4110 Cook I	172-220	2064-2640	16
4111 Cook II	200-252	2400-3024	19
4112 Cook III	230-290	2760-3480	22
4120 Baker	230-290	2760-3480	22
4125 Butcher	200-252	2400-3024	19
4135 Cafeteria Manager I	335-424	4020-5088	30
4137 Cafeteria Manager II	367-467	4404-5604	32
4140 Therapeutic Dietitian	335-424	4020-5088	30
4141 Administrative Dietitian	367-467	4404-5604	32
4142 Chief Therapeutic Dietitian	424-514	5088-6168	35
4143 Chief Administrative Dietitian	424-514	5088-6168	35
4145 Director of Dietetics	592-740	7104-8880	42
(42XX Building Services and Custodial Group)			
4200 Custodial Worker, Female	116-156	1392-1872	8
4201 Custodial Worker, Male	149-190	1788-2280	13
4210 Exterminator	181-210	2172-2520	17
4220 Elevator Operator	128-164	1536-1968	10
4230 Seamstress	135-172	1620-2064	11
4240 Housekeeper	220-277	2640-3324	21
4242 Housekeeping Supervisor	264-335	3168-4020	25
4245 Extermination Supervisor	264-335	3168-4020	25
4247 Assistant Executive Housekeeper	351-424	4212-5088	31
4250 Executive Housekeeper	445-565	5340-6780	36
(43XX Security Group)			
4300 Guard	241-290	2892-3480	23
4305 Security Sergeant	277-335	3324-4020	26
4310 Security Supervisor	385-490	4620-5880	33
(44XX Housing Management Group)			
4430 Manager, Dormitories and Apartments	424-539	5088-6468	35
(5XXX LIBRARY SERVICE)			
5000 Assistant Librarian	290-367	3480-4404	27
5010 Associate Librarian	404-514	4848-6168	34
(6XXX EDUCATIONAL and INFORMATIONAL SERVICE)			
(67XX Audio-Visual Group)			
5702 Assistant Audio-Visual Technician	220-277	2640-3324	21

<u>CLASS</u>		<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
6703	Audio-Visual Technician	335-404	4020-4848	30

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\*Position held for one year only.

THE UNIVERSITY OF TEXAS  
DENTAL BRANCH  
Houston

December 18, 1957

Dr. Logan Wilson, President  
The University of Texas  
Austin, Texas

Dear Doctor Wilson:

The following docket is submitted for your approval and presentation to the Board of Regents at its meeting in Austin, Texas on January 10-11, 1958:

Medicine (Diagnosis)

1. Appoint Manuel G. Bloom as Clinical Assistant Professor (1/7 T.) at a salary of \$700.00 for the period December 1, 1957 to August 31, 1958, inclusive. The necessary funds in the amount of \$700.00 to be transferred from Unallocated Salaries (Budget Change 35).

Preventive Dentistry (Orthodontics)

2. Change appointment status of Dr. Albert P. Westfall, Clinical Professor (3/10 T.) at an annual salary of \$3,900.00 to Professor (1/2 T.) at an annual salary of \$7,000.00 for the period December 1, 1957 to August 31, 1958, inclusive. The necessary funds in the amount of \$5,249.97 to be transferred from Professor, unfilled, to create the position of Professor (1/2 T.) in the same department (Budget Change 39). Approved by Executive Committee of Board, December 12, 1957.

Restorative Dentistry (Fixed Multiple Restorations)

3. Appoint Dr. Charles M. Zeigler as Assistant Professor at a salary rate of \$8,000.00 for twelve months for the period December 1, 1957 to August 31, 1958, inclusive; source of funds is \$5,999.94 from position of Assistant Professor, vice resignation of Dr. George T. Cowger (Budget Change 36).

Physical Plant

4. Change title of Arthur Lewicki from Dental Equipment Mechanic to Maintenance Engineer at same annual salary (\$6,168.00) for twelve months for the period December 1, 1957 to August 31, 1958, inclusive (Budget Change 38).

CLASSIFIED PERSONNEL PROGRAM: Due to changes in the local labor situation it has been found necessary to increase certain salary ranges for classified personnel. Approval of the revised schedule attached to this docket as Appendix A. is requested.

CONTRACTS: The following contracts have been signed on behalf of the Dental Branch by John Victor Olson. I recommend your approval and ratification of the signature.

1. United States Public Health Service Grant-in-Aid CT-577 (C-10) for \$5,000.00 for the period March 1, 1958 to February 28, 1959, inclusive. The investigator is Dr. Heinz O. Beck, Professor in the Department of Restorative Dentistry (Complete Restorations and Removable Multiple Restorations).

2. United States Public Health Service Dental Student Part-time Fellowship Grant FD-338 for \$3,888.00 for the period September 1, 1957 to August 31, 1958, inclusive. The investigator is Dr. John Victor Olson, Dean.

3. United States Public Health Service Senior Research Fellowship Grant SF-223 for \$10,800.00 for the period January 1, 1958 to December 31, 1958, inclusive. The investigator is Dr. Arthur Kirschbaum, Professor (Part-time) in the Department of Anatomy (General and Microscopic).

4. Contract V3062V-619 with the Veterans Administration under Public Laws 16 and 346, 78th Congress, as amended, for education and training, executed by John Victor Olson, covering the period July 1, 1957 to June 30, 1958, inclusive.

GRANTS: I recommend acceptance of the following grant and that the appreciation of the Board of Regents be sent to the donor by the Secretary:

1. Un-numbered  
Proctor and Gamble Company, Toilet Goods Division, Cincinnati 17, Ohio, Attention: Mr. David D. Bidwell, Manager of Manufacturing and Product Development.

\$12,000.00

No dates specified

Dr. Sumter S. Arnim, Professor, Pathology (Dental Pathology).

GIFT: I recommend acceptance of the following gift which has been received:

1. \$10.00 from the American College of Dentists for the purchase of a book to be placed in the library in memory of Dr. Lee Brown, Jr. This amount has been deposited in Current Restricted Funds - Dental Fund Account.

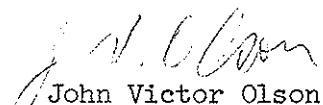
OUT-OF-STATE TRIPS: I recommend your approval of the following out-of-state trips by the staff members listed below, their expenses to be paid from Miscellaneous General Expenses - Traveling Expenses, unless otherwise indicated:

1. John Victor Olson, Dean, January 9, 1958 to January 14, 1958 to go to Edgewater Park, Mississippi to attend meeting of the Southern Conference of Dental Deans as official representative of the Dental Branch; his expenses to be paid from Office of the Dean - Traveling.
2. John Victor Olson, Dean, January 14, 1958 to January 19, 1958 to go to Birmingham, Alabama to visit the University of Alabama School of Dentistry and to interview possible faculty members; his expenses to be paid from Office of the Dean - Traveling.
3. John Victor Olson, Dean, January 29, 1958 to February 6, 1958 to go to Chicago, Illinois to attend meetings of the Dental Deans and the Chicago Dental Society Mid-Winter Meeting, as official representative from the Dental Branch; his expenses to be paid from Office of the Dean - Traveling.

4. John Victor Olson, Dean, March 18, 1958 to March 28, 1958 to go to Detroit, Michigan to attend meetings of the International Association for Dental Research and American Association of Dental Schools, as official representative from the Dental Branch; his expenses to be paid from Office of the Dean - Traveling.

5. Dr. Douglas M. Lyon, Professor in the Department of Restorative Dentistry (Fixed Multiple Restorations), March 22, 1958 to March 27, 1958 to go to Detroit, Michigan to present a paper entitled "Coordination of Teaching of Crown and Bridge and Partial Denture Prosthodontics" to the American Association of Dental Schools and to participate as a Panel Member at the Partial Denture Conference session.

Respectfully submitted,

  
John Victor Olson  
Dean



THE UNIVERSITY OF TEXAS  
DENTAL BRANCH

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Table No. II  
Page 1

SALARY RANGES FOR POSITIONS  
IN THE CLASSIFIED SERVICE

EXPLANATION: Below are listed the salary ranges for classes of positions in the Classified Service of the Dental Branch of the University. This tabulation presents the recommended assignments of proposed classes of work to appropriate ranges of compensation as presented in Table I. The first column indicates the index number of the class; the second column, the class title; the third column, the monthly salary range for the class, i.e., the minimum and maximum rates to be paid to incumbents of positions of the class; the fourth column, the annual salary range for the class; the fifth column, the salary step number which refers to the basic salary schedule. The "intermediate steps" are those rates which fall between the indicated minimum and maximum rates and can be found in Table I. There are five exceptions, which are indicated with an asterisk.

The salary ranges are intended to provide an equitable level of compensation for each class of employment. Ranges are determined through study and analysis of the following factors: Prevailing rates of pay for comparable employment by private and other public employers, present economic conditions, present labor market conditions, past Dental Branch of the University pay policies, and the relationship of the different classes of employment as determined through evaluation of duties and responsibilities of each position.

<u>CLASS</u>		<u>RANGE</u>		
		<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
OXXX	CLERICAL, FISCAL AND ADMINISTRATIVE SERVICE			
0000	Clerical Assistant	\$181-230	\$2172-2760	17
0001	Clerk	210-264	2520-3168	20
0002	Senior Clerk	264-367	3168-4404	25*
0010	Clerk-Typist	230-290	2760-3480	22
0020	Secretary	277-351	3324-4212	26
0021	Senior Secretary	304-385	3648-4620	28
0022	Administrative Secretary	367-467	4404-5604	32
0030	Administrative Assistant	424-539	5088-6468	35
0100	Accounting Clerk	264-367	3168-4404	25*
0105	Accountant	367-514	4404-6168	32*
0300	Switchboard Operator	210-264	2520-3168	20
0400	Stores Clerk I	210-264	2520-3168	20
0401	Stores Clerk II	241-304	2892-3648	23
0410	Storekeeper	264-335	3168-4020	25
0700	Personnel Assistant	351-445	4212-5340	31
1XXX	MEDICAL AND DENTAL SERVICE			
1100	Dental Assistant	210-264	2520-3168	20
1101	Dental Technician I	220-277	2640-3324	21
1102	Dental Technician II	277-351	3324-4212	26
1103	Dental Technician III	335-424	4020-5088	30
1211	Dental Nurse	290-367	3480-4404	27
1212	Dental Nursing Supervisor	385-490	4620-5880	33
1400	X-ray Technician	277-351	3324-4212	26
1401	Senior X-ray Technician	351-445	4212-5340	31

\*Indicates six intermediate steps, instead of four.

Table No. II  
Page 2

<u>CLASS</u>		<u>RANGE</u>		<u>Step Number</u>
		<u>Monthly</u>	<u>Annual</u>	
2XXX	RESEARCH AND SCIENTIFIC SERVICE			
2000	Animal Caretaker	\$172-220	\$2064-2640	16
2010	Laboratory Helper	172-241	2064-2892	16*
2030	Anatomical Embalmer	252-320	3024-3840	24
2039	Laboratory Assistant	230-290	2760-3480	22
2040	Laboratory Technician I	290-367	3480-4404	27
2041	Laboratory Technician II	351-445	4212-5340	31
2042	Laboratory Technician Supervisor	404-514	4848-6168	34
2050	Dispensary Supervisor	304-385	3648-4620	28
2200	Research Technician	304-424	3648-5088	28*
2305	Medical Photographer	404-514	4848-6168	34
2323	Medical Illustrator	351-445	4212-5340	31
2325	Medical Illustration Supervisor	514-650	6168-7800	39
3XXX	ENGINEERING, TRADES, AND LABOR SERVICE			
3025	Maintenance Engineer	424-539	5088-6468	35
3035	Director, Physical Plant	620-770	7440-9240	43
3105	Plant Operator	304-385	3648-4620	28
3200	Maintenance Man	304-385	3648-4620	28
3220	Electrician	385-490	4620-5880	33
3240	Plumber	385-490	4620-5880	33
3345	Assistant Dental Equipment Mechanic	304-385	3648-4620	28
3346	Dental Equipment Mechanic	424-539	5088-6468	35
3371	Laboratory Machinist	304-385	3648-4620	28
3400	Printing Plant Operator	367-467	4404-5604	32
3500	Laborer	172-220	2064-2640	16
3501	Utility Worker	210-264	2520-3168	20
3510	Truck Driver	190-241	2280-2892	18
4XXX	CUSTODIAL SERVICE			
4200	Custodial Worker	164-210	1968-2520	15
4201	Custodian Watchman	200-252	2400-3024	19
4232	Building Supervisor	320-404	3840-4848	29
4300	Watchman	220-277	2640-3324	21
6XXX	EDUCATIONAL AND INFORMATION SERVICE			
6600	Radio, Television and Electronic Control Technician	304-385	3648-4620	28
6601	Television Audio Visual Specialist	304-385	3648-4620	28
6602	Radio and Television Technical Supervisor	445-565	5340-6780	36

\*Indicates six intermediate steps, instead of four.

THE UNIVERSITY OF TEXAS  
M. D. ANDERSON HOSPITAL AND TUMOR INSTITUTE

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December 18, 1957

TO: DR. LOGAN WILSON  
PRESIDENT OF THE UNIVERSITY OF TEXAS

Dear Doctor Wilson:

The following docket is submitted for your approval and presentation to the Board of Regents at its meeting in Austin on January 10-11, 1958:

1957-58

Office of the Director

1. Accept the resignation of Dr. David E. Liston, Assistant Director, at a salary rate of \$12,500.00 for twelve months from state funds and \$2,500.00 for twelve months from trust funds, effective January 31. (RBC 47)

Radiology

2. Create a second position of Assistant in Radiation Therapy and appoint to it Dr. Jose R. Herrera, at a salary rate of \$8,500.00 for twelve months from the vacant position of Assistant Radiotherapist (Cuccia), and \$1,500.00 for twelve months from NCI Grant 9270-C4, effective January 1, and transfer unused funds of \$5,333.36 to the Reserve for Salaries. (RBC 43)

Pharmacy

3. Increase the salary rate of Mr. James D. McKinley, Jr., Chief Pharmacist, from \$7,600.00 for twelve months to \$8,000.00 for twelve months, effective December 1, by the transfer of \$299.93 from the Reserve for Salaries. (RBC 48)

4. Increase the salary rate of Mercedes J. Mitchell, Pharmacist, from \$5,340.00 for twelve months to \$6,468.00 for twelve months, effective December 1, by transfer of \$846.00 from Reserve for Salaries. Unanimous approval by Executive Committee on December 3. (RBC 49)

5. Increase the salary rate of Minnie Z. Jones, Pharmacist, from \$5,340.00 for twelve months to \$6,468.00 for twelve months, effective December 1, by transfer of \$846.00 from Reserve for Salaries. Unanimous approval by Executive Committee on December 3. (RBC 50)

Therapeutic Radiology

6. Create the position of Senior Fellow, and appoint to it Dr. Paul Chau at a salary rate of \$3,600.00 for twelve months from the vacant position of Fellow and \$3,600.00 for twelve months from Grant NCI 9270-C4, effective January 1. (RBC 44)

Physical Plant

7. Transfer funds in the amount of \$10,000.00 from the Reserve for Salaries to Repairs and Remodeling for resetting marble exterior in three areas, incinerator repairs, and repairs to ductwork on kathabor unit. (RBC 45)

NCI Grant 9390 C

8. Appoint Dr. George Szabo, Assistant Microanatomist, at a salary rate of \$7,200.00 for twelve months for the period November 11, through December 31, to be paid from Other Salaries, NCI Grant 9390-C. (RBC 51)

Transfer of Funds from the Reserve for Salaries

9. Transfer funds budgeted as salaries but paid as allowances for food and quarters to Residents participating in affiliated Residency Training programs as listed below: (RBC 46)

<u>Department</u>	<u>Budget Page</u>	<u>Amount</u>
Surgery - Maintenance and Equipment	9	\$ 3,000.00
Anesthesiology - Maintenance and Equipment	42	1,400.00
		<u>4,400.00</u>
		\$ 4,440.00

OUT-OF-STATE TRIPS

I recommend your approval of the following out-of-state trips by staff members listed below, their expenses to be paid by the Maintenance and Travel Account unless otherwise specified:

1. Dr. R. Lee Clark, Jr., December 3-8, to present two papers at the Fourth Bahamas Medical Conference, Nassau, and December 9-12, to participate in meeting of Southern Surgical Association, White Sulphur Springs, West Virginia, expenses outside the continental limits of the United States to come from Unallocated Gift Fund.
2. Dr. William S. Derrick, December 9-14, 1957, to participate in Annual Meeting of the New York State Society of Anesthesiologists, to visit the Wellcome Research Laboratories in Tuckahoe, New York, Bell Telephone Research Laboratories and the Becton-Dickinson Plant, in relation to anesthesiology program at this institution, New York City, New York.
3. Miss Joyce L. Hendrickson, February 9-14, 1958, to participate in meeting of the Institute on Hospital Nursing Service Supervision sponsored by the American Hospital Association and National League for Nursing in Chicago, Illinois.
4. Miss Eleanor J. Macdonald, October 25-November 3, 1957, to attend as a participant of panel at the Cancer Coordinators meeting in New York, to attend the American Cancer Society meetings following the panel and to discuss with Dr. Myron Gordon plans for the Fourth Pigment Cell Growth Meeting.
5. Dr. Raymond G. Rose, November 2-4, 1957, to participate in meeting of the Central Society of Nuclear Medicine at the University of Chicago in Chicago, Illinois.
6. Dr. Warren K. Sinclair, November 17-22, 1957, to present paper and conduct refresher course lecture at the meeting of Radiological Society of North America in Chicago, Illinois, expenses payable from A.E.C. Grant AT(40-1)-2028.

1. I recommend approval of the following changes in salary ranges for nurses and pharmacists, to be effective as indicated:

November 1

<u>Code Number</u>	<u>Classification</u>	<u>Range Number</u>	<u>Amount</u>
1010	Staff Nurse	27	\$ 3480 to \$ 4404
1020	Head Nurse	31	4212 to 5340
1025	Assistant Nurse Supervisor	32	4404 to 5604
1026	Nurse Supervisor	33	4620 to 5880
1030	Assistant Director, Nursing Service	37	5604 to 7104

December 1

1101	Pharmacist	38	5880 to 7440
1103	Assistant Chief Pharmacist	39	6168 to 7800

2. I recommend that the following salary ranges for positions in the classified service be approved to be effective September 1, 1958:

<u>Class</u>		<u>Monthly</u>	<u>Annual</u>	<u>Range Number</u>
OXXX	CLERICAL, FISCAL, AND ADMINISTRATIVE SERVICE			
OOXX	<u>Clerical and General Administrative Group</u>			
0000	Clerical Assistant	181-230	2172-2760	17
0001	Clerk	210-264	2520-3168	20
0002	Senior Clerk	264-335	3168-4020	25
0003	Administrative Clerk	277-351	3324-4212	26
0010	Clerk Typist	230-290	2760-3480	22
0011	Senior Clerk Typist	264-335	3168-4020	25
0012	Medical Typist	264-335	3168-4020	25
0013	Medical Secretary	290-367	3480-4404	27
0021	Secretary	277-351	3324-4212	26
0022	Senior Secretary	304-385	3648-4620	28
0023	Executive Secretary	385-490	4620-5880	33
0030	Personnel Assistant	351-445	4212-5340	31
0040	Assistant Supervisor, Volunteer Services	335-424	4020-5088	30
0051	Hospital Administrative Assistant	445-565	5340-6780	36
0052	Assistant Administrator	514-650	6168-7800	39
0061	Assistant Editor	351-445	4212-5340	31
01XX	<u>Fiscal and Accounting Group</u>			
0100	Accounting Clerk I	220-277	2640-3324	21
0101	Accounting Clerk II	277-351	3324-4212	26
0105	Accountant I	385-490	4620-5880	33
0106	Accountant II	445-565	5340-6780	36
0109	Assistant Auditor	467-592	5604-7104	37
0110	Auditor	514-650	6168-7800	39
02XX	<u>Statistical Group</u>			
0200	Statistical Clerk	220-277	2640-3324	21
0201	Statistician	264-335	3168-4020	25
0205	Assistant Epidemiologist	351-445	4212-5340	31

<u>Class</u>		<u>Monthly</u>	<u>Annual</u>	<u>Range</u> <b>560</b> <u>Number</u>
<u>03XX</u>	<u>Office Equipment Operation Group</u>			
0300	Switchboard Operator	210-264	2520-3168	20
0301	Chief Switchboard Operator	241-304	2892-3648	23
0310	Key Punch Operator	230-290	2760-3480	22
0320	Tabulating Equipment Operator	277-351	3324-4212	26
0325	Machine Accountant	385-490	4620-5880	33
0330	Multilith Operator	335-424	4020-5088	30
<u>04XX</u>	<u>Stores and Procurement Group</u>			
0400	Warehouseman-Storekeeper	264-335	3168-4020	25
0405	Supply Supervisor	335-424	4020-5088	30
<u>05XX</u>	<u>Medical Records Group</u>			
0500	Assistant Medical Records Librarian	290-367	3480-4404	27
0505	Medical Records Librarian	367-467	4404-5604	32
<u>1XXX</u>	<u>HOSPITAL AND CLINIC SERVICE</u>			
<u>10XX</u>	<u>Nursing Group</u>			
1000	Nurse Attendant	142-181	1704-2172	12
1001	Orderly	172-220	2064-2640	16
1005	Vocational Nurse	181-252	2172-3024	17
1007	Electrocardiograph Technician	200-252	2400-3024	19
1010	Staff Nurse	290-367	3480-4404	27
1020	Head Nurse	351-445	4212-5340	31
1025	Assistant Nurse Supervisor	367-467	4404-5604	32
1026	Nurse Supervisor	385-490	4620-5880	33
1030	Assistant Director, Nursing Service	467-592	5604-7104	37
1040	Nurse Anesthetist	424-539	5088-6468	35
1041	Nurse Anesthetist Supervisor	514-650	6168-7800	39
<u>11XX</u>	<u>Pharmaceutical Group</u>			
1100	Pharmacy Technician	200-252	2400-3024	19
1101	Pharmacist	490-620	5880-7440	38
1103	Assistant Chief Pharmacist	514-650	6168-7800	39
<u>12XX</u>	<u>Radiology Group</u>			
1200	X-Ray Technician	277-351	3324-4212	26
1205	Chief X-Ray Technician	351-445	4212-5340	31
1210	X-Ray Therapy Technician	304-385	3648-4620	28
1211	Senior X-Ray Therapy Technician	335-424	4020-5088	30
1215	Chief X-Ray Therapy Technician	424-539	5088-6468	35
1216	Mold Room-Dosimetry Technician	304-385	3648-4620	28
1217	Senior Dosimetrist	385-490	4620-5880	33
1220	Radium Curator	367-467	4404-5604	32
<u>13XX</u>	<u>Social Service Group</u>			
1300	Case Aide	230-290	2760-3480	22
1303	Senior Case Aide	277-351	3324-4212	26
1305	Social Worker	404-514	4848-6168	34
1310	Case Supervisor	514-650	6168-7800	39
<u>15XX</u>	<u>Physical Therapy Group</u>			
1510	Physical Therapy Technician	290-367	3480-4404	27
1520	Senior Physical Therapy Technician	367-467	4404-5604	32

<u>Class</u>		<u>Monthly</u>	<u>Annual</u>	<u>Range</u>
2XXX	RESEARCH AND SCIENTIFIC SERVICE			Number <b>561</b>
<u>20XX</u>	<u>Laboratory Services Group</u>			
2000	Animal Caretaker	172-220	2064-2640	16
2005	Laboratory Attendant	128-164	1536-1968	10
<u>21XX</u>	<u>Diagnostic Laboratory Group</u>			
2100	Histology Technician	277-351	3324-4212	26
2105	Chief Histology Technician	335-424	4020-5088	30
2107	Apprentice Technician	50-200	600-2400	*See Footnote
2110	Laboratory Technician I	264-335	3168-4020	25
2111	Laboratory Technician II	290-367	3480-4404	27
2112	Laboratory Technician III	351-445	4212-5340	31
2115	Supervising Laboratory Technician	404-514	4848-6168	34
2117	Diener	190-241	2280-2892	28/8
<u>22XX</u>	<u>Research Laboratory Group</u>			
2200	Research Technician I	241-367	2892-4404	23
2201	Research Technician II	304-467	3648-5604	28
2203	Research Assistant	351-592	4212-7104	31
2205	Laboratory Assistant	164-241	1968-2892	15
2215	Junior Physicist	385-490	4404-5604	33
2220	Electronic Physicist	404-514	4848-6168	34
<u>23XX</u>	<u>Medical Communications Group</u>			
2305	Photographic Technician	210-264	2520-3168	20
2309	Assistant Photographer	277-351	3324-4212	26
2310	Photographer	385-490	4620-5880	33
2315	Medical Photographer	404-514	4848-6168	34
2320	Artist	264-335	3168-4020	25
2322	Senior Artist	445-565	5340-6780	36
2325	Medical Artist	351-445	4212-5340	31
2333	Audio Visual Aids Inspector	230-290	2760-3480	22
2334	Assistant Audio Visual Aids Librarian	220-277	2640-3324	21
2335	Audio Visual Aids Librarian	277-351	3324-4212	26
2340	Projectionist	220-277	2640-3324	21
2344	Program Director Television	367-467	4404-5604	32
2345	Slide Sequence Cameraman	385-490	4620-5880	33
2346	Motion Picture Cameraman	445-565	5340-6780	36
2349	Electronics Engineer	445-565	5340-6780	36
2350	Supervisor, Visual Aids Production Laboratory	514-650	6168-7800	39
3XXX	ENGINEERING, TRADES, AND LABOR SERVICE			
<u>30XX</u>	<u>Engineering Group</u>			
3000	Engineer Designer	467-592	5604-7104	37
<u>31XX</u>	<u>Plant Operator Group</u>			
3100	Apprentice Stationary Engineer	241-277	2892-3324	* See Footnote
3101	Stationary Fireman	304-351	3648-4212	26
3105	Stationary Engineer	351-445	4212-5340	31
3110	Equipment Maintenance Chief	467-592	5604-7104	37
3111	Building Maintenance Chief	445-565	5340-6780	36
<u>32XX</u>	<u>Labor and Trades Group</u>			
3200	Laborer	172-220	2064-2640	16
3205	Driver	190-241	2280-2892	18
3207	Mechanics Helper	200-252	2400-3024	19
3210	Carpenter	304-385	3648-4620	28

<u>Class</u>		<u>Monthly</u>	<u>Annual</u>	<u>Range</u> 562 <u>Number</u>
<u>32XX</u>	<u>Labor and Trades Group(Cont'd.)</u>			
3215	Electrician	320-404	3840-4848	29
3220	Painter	304-385	3648-4620	28
3221	Maintenance Man	304-351	3648-4212	28
3225	Plumber	335-445	4020-5340	29
3227	Refrigeration Mechanic	367-467	4404-5604	32
3230	Precision Machinist	351-445	4212-5340	31
3232	Machinist	304-385	3648-4620	28
4XXX	CUSTODIAL, LAUNDRY AND FOOD SERVICE			
<u>40XX</u>	<u>Laundry Group</u>			
4000	Laundry Worker	128-210	1536-2520	10
4005	Washman	200-252	2400-3024	19
4008	Laundry Worker Supervisor	200-252	2400-3024	19
4010	Laundry Manager	385-490	4620-5880	33
<u>41XX</u>	<u>Food Service Group</u>			
4100	Kitchen Helper	128-210	1536-2520	10
4103	Cook I	149-190	1788-2280	13
4104	Cook II	210-264	2520-3168	20
4105	Baker	351-445	4212-5340	31
4107	Chief Cook-Butcher	367-467	4404-5604	32
4108	Assistant Chief Cook	335-424	4020-5088	30
4109	Waitress	181-230	2172-2760	17
4110	Cafeteria Assistant	181-230	2172-2760	17
4111	Coffee Shop Manager	230-290	2760-3480	22
4112	Dietary Assistant	210-264	2520-3168	20
4120	Dietician	320-404	3840-4848	29
4129	Assistant Research Dietician	277-351	3324-4212	26
4130	Research Dietician	304-385	3648-4620	28
<u>42XX</u>	<u>Building Services and Custodial Group</u>			
4200	Maid	128-164	1536-1968	10
4201	Porter	172-220	2064-2640	16
4205	Elevator Operator	142-181	1704-2172	12
4210	Seamstress	149-190	1788-2280	13
4215	Assistant Matron	149-190	1788-2280	13
4216	Matron	172-220	2064-2640	16
4220	Housekeeper	210-264	2520-3168	20
4225	Executive Housekeeper	385-490	4620-5880	33
<u>43XX</u>	<u>Security Group</u>			
4300	Watchman	210-264	2520-3168	20
<u>5XXX</u>	<u>Library Service</u>			
5000	Library Attendant	142-181	1704-2172	12
5005	Assistant Librarian	252-320	3024-3840	24

\* Footnote

2107	Apprentice Technician	Trainee Positions with progressive
3100	Apprentice Stationary Engineer	steps for length of training.



It is recommended that \$5,000.00 be transferred from the current restricted fund account "Various Donors for Cancer Research" to Plant Funds so that that part of the renovation of the old Dental Branch Building to be undertaken by the M. D. Anderson Hospital can be continued. This transfer would be a part of the \$55,000.00 over-all cost approved by the Board of Regents at their meeting held June 29, 1957.

GOVERNMENT CONTRACTS AND GRANTS

The following contracts, grants and amendments have been negotiated by the Business Manager and have been signed by the Director upon the recommendation of the contract director and the business manager, and approved by the Comptroller and President. I recommend your approval and ratification of signatures.

1. Grant No. CS-9390(C2), by which the National Cancer Institute provides \$20,000.00 for the period December 1, 1957 - November 30, 1958, for research on "Cytochemical and Biochemical Diagnosis of Melanoma". The project will be directed by Dr. William O. Russell.
2. Grant No. CS-9462 (C), by which the National Cancer Institute provides \$16,597.00 for the period March 1, 1958 - February 28, 1959, for research on "Studies on Effects of Irradiation on Cervical Carcinoma and Normal Vaginal Cells (Cytologic and Histochemical Studies of Exfoliated Cells)". The project will be directed by Dr. William O. Russell.
3. Grant No. CY-3754 CY, by which the National Cancer Institute provides \$20,989.00 for the period January 1, 1958 - December 31, 1958, for "Establishment of Group Headquarters for the Southwest Cancer Chemotherapy Study Section in Houston". The project will be directed by Dr. Grant Taylor.
4. Grant No. C-3801(A), by which the National Cancer Institute provides \$2,300.00 for the period December 1, 1957 - November 30, 1958, for research on " $P^{32}$  in Detection of Early Gastro-Intestinal Malignancy". The project will be directed by Dr. Robert S. Nelson.
5. Grant No. CY-3196 (R1) CY, by which the National Cancer Institute provides \$6,443.00 for the period January 1, 1958 - December 31, 1958 for research on "The Comparative Effects of Myleran and 6-Mercaptopurine in the Treatment of Chronic Myelocytic Leukemia". The project will be directed by Dr. C. C. Shullenberger.
6. Grant No. CY-3195 (R1) CY, by which the National Cancer Institute provides \$10,826.00 for the period January 1, 1958 - December 31, 1958 for research on "Chemotherapy: CB-1348 vs.  $P^{32}$  for Chronic Lymphocytic Leukemia". The project will be directed by Dr. Daniel E. Bergsagel.

GIFTS

I recommend acceptance of the following gifts and that the appreciation of the Board be sent the donor by the Secretary:

1. \$250.00 from George and Johnny Mitchell, 12th Floor, Houston Club Building, Houston 2, Texas, in the form of a check, for the Building and Equipment Fund (part payment on Pledge of \$1,000.00).
2. \$2,500.00 from the American Hereford Association, Hereford Drive Kansas City 5, Missouri, Mr. Paul Swaffar, Secretary, in the form of a check, to be used in support of research project on "Cancer Eye in Cattle".

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3. \$300.00 from Southwest Houston Charities, Inc., Mr. Kurt Seidel and Mr. Earl F. Walborg, 826 Esperson Building, Houston, Texas, in the form of a check, to be used as follows: \$150.00 to the Volunteer Fund and \$150.00 to the Pediatrics Fund.

Respectfully submitted,



R. Lee Clark, Jr., M. D.  
Director

December 12, 1957

Dr. Logan Wilson, President  
The University of Texas  
Austin, Texas

Dear Dr. Wilson:

The following docket is submitted for your approval and presentation to the Board of Regents at its meeting in Austin on January 10-11, 1958:

1957-1958 Budget  
Internal Medicine

1. Increase the annual salary rate of Dr. Carleton B. Chapman, Professor, effective January 1, 1958, to \$12,000 payable as follows: \$11,000 from the Department of Internal Medicine and \$1,000 from the American Medical Education Foundation Grant. Dr. Chapman is presently budgeted at \$11,000 payable from the Department of Internal Medicine. (RBC No. 48) (Exec. Com. Action)

2. Appoint Richard L. Dexter, M.D., as Clinical Instructor without salary, effective December 1, 1957.

Pathology

3. Appoint Howard Hopps, M.D., as Lecturer without salary, effective December 1, 1957.

4. Effective November 1, 1957, approve the one-fourth time appointment from United States Public Health Service Grant H-825(C7) of Miss Frances Jones, Research Associate, who is presently budgeted at an annual salary rate of \$5,604 payable from the Department of Pathology. Miss Jones will be compensated for the additional appointment at the rate of \$2.70 per hour. (RBC No. 49)

5. Change the status of Mr. William A. Bonner, effective January 1, 1958, from Engineering Technician II at a total annual salary rate of \$7,800 payable from the Southwestern Medical Foundation Grant for Research on the Flying Spot TV Microscopic Techniques to Research Scientist I at a total annual salary rate of \$8,160 payable from the same account. (RBC No. 50)

Pediatrics

6. Assign Dr. Edward Pratt, Professor, for a period of approximately six weeks away from the University to serve as a member of a medical mission to the Middle East for study of "Water and Electrolyte Metabolism and Renal Function." During the period of his absence Dr. Pratt's annual salary of \$16,000 from the Department of Pediatrics will be paid from the National Fund for Medical Education.

7. Appoint Mollie A. Combes, M.D., as Instructor (clinical,  $\frac{1}{2}$ -time) effective November 4, 1957, at an annual salary of \$3,500 payable as follows: \$2,000 from the Department of Pediatrics and \$1,500 from the Texas State Department of Health Inter-Agency Cooperation Contract, transferring from Unallocated Salaries \$1,649.93 to create this position in the Department of Pediatrics. (RBC No. 47)

Psychiatry

8. Accept the resignation of Miss Elisabeth Garr, Clinical Instructor without salary, effective October 1, 1957.

Surgery

9. Continue the appointment of Dr. Ernest Poulos, Instructor, from January 1, 1958 through August 31, 1958, at an annual salary rate of \$9,600 payable as follows: \$7,200 from Department of Surgery (by transfer of \$4,800 from Unallocated Salaries) and \$2,400 from Parkland Special Activities Fund. Dr. Poulos' original appointment, at the same salary rate, was effective only to December 31, 1957. (RBC No. 52)

Medical Electronics Laboratory

10. Change the status of Mr. William E. Romans, effective January 1, 1958, from Engineering Technician II at a total annual salary rate of \$7,800 payable from the Medical Electronics Laboratory budget to Research Engineer I at a total annual salary rate of \$8,160 payable from the Medical Electronics Laboratory budget, transferring \$240 from Unallocated Salaries to cover this salary increase. (RBC No. 51)

FELLOWS: Approve the following appointments, effective January 1, 1958:

Richard Dayton Bates, M.D., as Clinical Fellow in Pediatrics  
 Robert C. Bondy, Jr., M.D., as Clinical Fellow in Pediatrics  
 Chang Keun Kim, M.D., as Clinical Fellow in Thoracic Surgery  
 Max I. Michels, M.D., as Clinical Fellow in Pediatrics  
 John D. Nelson, M.D., as Clinical Fellow in Pediatrics  
 James O. Cale, M.D., as Clinical Fellow in Anesthesiology (formerly Fellow in Anesthesiology)  
 Ridvan Rasit Cebiroglu, M.D., as Clinical Fellow in Psychiatry (from Fellow in Psychiatry)

CATALOGUE REVISION. The following change in admission requirements for medical students is recommended for inclusion in the next edition of the catalogue of The University of Texas Southwestern Medical School:

"Beginning with the class matriculating in September 1960, four years of college work and the receipt of the baccalaureate degree will be required for admission. However, the Admissions Committee will reserve the right to accept for admission a few students who have demonstrated outstanding academic qualifications and who are unquestionable mature physically, emotionally, and intellectually but who have not fulfilled this requirement."

OUT-OF-STATE TRIPS: I recommend approval of the following out-of-state trips by the staff members listed, expenses to be paid from Conferences, Lectures, and Attendance at Scientific Meetings unless otherwise indicated:

1. Mr. William A. Bonner, Engineering Technician I in Pathology, to Philadelphia, Pennsylvania, on November 21-23, 1957, to present a paper at the meeting of the IRE Medical Electronics Division, and to Stillwater, Oklahoma, on November 26-28, 1957, to confer with engineers at the Labko Scientific Corporation; expenses for both trips to be paid from Southwestern Medical Foundation Fund #8772.
2. Dr. F. J. Bonte, Professor of Radiology, to Chicago, Illinois, on November 19-21, 1957, to present a paper at the meeting of the Radiological Society of North America.
3. Dr. James O. Cale, Fellow in Anesthesiology, to New York City on December 9-15, 1957, to present a paper at the meeting of the New York Postgraduate Assembly in Anesthesiology; expenses to be paid from Southwestern Medical Foundation Grant #7594.
4. Dr. Frank Harrison, Associate Dean, to Atlanta, Georgia, November 10-11, 1957, to attend the meeting of the Southern Association of Medical Schools and Teaching Hospitals; expenses to be paid from Dean's Travel Fund.

OUT-OF-STATE TRIPS - continued

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5. Dr. Frederick J. Hinman, Instructor in Psychiatry, to Los Angeles, California, on November 20-22, 1957, to present a paper at the meeting of the American Psychiatric Association.

6. Dr. Norman Kaplan, Chief Resident in Internal Medicine, to Augusta, Georgia, on October 20-25, 1957, to attend the Ninth Postgraduate Assembly of the Endocrine Society; expenses to be paid from USPHS Grant 2A-5028(CDS)#4590.

7. Mr. Jack Krohmer, Assistant Professor of Radiology, to Chicago, Illinois, on November 18-21, 1957, to present a paper at the meeting of the Radiological Society of North America.

8. Dr. Nellie R. Luhn, Clinical Professor of Anesthesiology, to New York City on December 5-15, 1957, to lead a panel discussion at the meeting of the New York Postgraduate Assembly in Anesthesiology; expenses to be paid from Children's Medical Center Anesthesiology Fund #7590.

9. Dr. William F. Miller, Assistant Professor of Internal Medicine, to Miami, Florida, on November 9-12, 1957, to present a paper at the meeting of the American College of Chest Physicians, Southern Chapter.

10. Dr. P. O'B Montgomery, Associate Professor of Pathology, to Philadelphia, Pennsylvania, on November 21-23, 1957, to present a paper at the meeting of the IRE Medical Electronics Division; expenses to be paid from Southwestern Medical Foundation Fund #8772.

11. Dr. Richard T. Smith, Associate Professor of Pediatrics, to Columbus, Ohio, on November 13-17, 1957, to attend the Ross Conference on Staphylococcal Disease, and to Bethesda, Maryland, on December 5-7, 1957, to attend the Fourth Interim Session of the American Rheumatism Association; expenses for both trips to be paid from USPHS Grant A-1715 #4870.

12. Dr. Brian J. Sproule, Clinical Fellow in Internal Medicine, to Minneapolis, Minnesota, on September 21-28, 1957, to confer with officials at the University of Minnesota concerning research problems, expenses to be paid from Cardiopulmonary Fund #3060; and to Chicago, Illinois, November 24-December 1, 1957, to confer regarding research problems, expenses to be paid from USPHS Grant H-2113 #5310.

13. Dr. William M. Strickland, Jr., Fellow in Surgery, to Atlantic City, New Jersey, on October 13-18, 1957, expenses to be paid from Surgery Faculty Gift Fund.

14. Dr. S. Edward Sulkin, Professor of Microbiology, to Cleveland, Ohio, on November 9-15, 1957, to lead a panel discussion at the meeting of the American Public Health Association; expenses to be paid from Caruth Foundation Fund #8388.

GOVERNMENT CONTRACTS AND GRANTS AND OTHER AGREEMENTS Approval of the following contracts and grants and other agreements is requested, and it is recommended that the appreciation of the Board of Regents be sent to the donors of the grants:

1. Research Grant CY-3796  
Department of Health, Education and Welfare  
Attention: R. G. Meader, Ph.D.  
Chief, Research Grants Branch  
National Cancer Institute  
National Institutes of Health  
Bethesda 14, Maryland  
Southwestern Cancer Chemotherapy Study  
Dr. E. E. Muirhead  
January 1, 1958 - December 31, 1958  
\$25,577
2. Research Grant D-427  
Department of Health, Education and Welfare  
Attention: C. A. Lowe, Administrative Officer  
Division of Research Grants  
National Institutes of Health  
Bethesda 14, Maryland  
Mandibular Condyle Repair  
Dr. Robert Walker  
November 1, 1957 - October 31, 1958  
(Extension without additional funds)

GOVERNMENT CONTRACTS AND GRANTS AND OTHER AGREEMENTS - continued

3. Research Fellowship Supply Grant HF-8073  
 Department of Health, Education and Welfare  
 Attention: Ernest M. Allen, Sc.D.,  
 Chief, Division of Research Grants  
 National Institutes of Health  
 Bethesda 14, Maryland  
 The Determination of Ventricular Power Production in Human Beings by Use  
 of Cinefluorography  
 Dr. Bryant O. Baker, Jr. under the direction of Dr. Carleton B. Chapman  
 September 19, 1957 - September 18, 1958  
 \$500.00
4. Research Fellowship Supply Grant HF-8097  
 Department of Health, Education and Welfare  
 Attention: Ernest M. Allen, Sc.D.,  
 Chief, Division of Research Grants  
 National Institutes of Health  
 Bethesda 14, Maryland  
 The Meaning of the Maximal Oxygen Intake Test  
 Dr. Jere H. Mitchell under the direction of Dr. Carleton B. Chapman  
 September 19, 1957 - September 18, 1958  
 \$500.00

GIFTS AND GRANTS It is recommended that the following cash gifts and grants for expenditure at the direction of the department or individual indicated be accepted, and that the appreciation of the Board of Regents be sent to the donors. There is no terminal date for expenditure of funds unless specifically stated below. Item 2 has been reported previously and documented.

Gifts of \$100 or More

1. From Dr. Charles F. Gregory (Division of Orthopedic Surgery, Southwestern Medical School) a contribution deposited to Faculty Gifts for Orthopedic Surgery" (Account No. 8046) 425.00
2. From the Children's Medical Center (Mr. James Farnsworth, Director, 2306 Welborn Street, Dallas, Texas) payment for the month of September, 1957, for the use of the Department of Anesthesiology deposited to "Children's Medical Center-Anesthesia Fund under the direction of Dr. Jenkins" (Account No. 7590) 1,000.00
3. From Mr. Dilworth S. Hager (1301 Mercantile Securities Building, Dallas 1, Texas) a contribution to be used for teaching and research in neurosurgery at the direction of Dr. Ben Wilson, deposited to "Dilworth S. Hager Fund-Teaching and Research in Neurosurgery-Dr. Ben Wilson" (Account No. 8052) 5,000.00
4. From Mr. David Kirschner (4635 Westside, Dallas, Texas) a contribution for cancer research under the direction of Dr. Ben Wilson deposited to "Various Donors-Cancer Research in Surgery-Dr. Ben Wilson" (Account No. 8786) 3,000.00
5. From Dr. Kemp Clark (Division of Neurosurgery, Southwestern Medical School) a contribution to "Faculty Gifts for Surgery" (Account No. 8048) 150.00
6. From the Dallas Woman's Forum through the Southwestern Medical Foundation (Mr. Karl Hoblitzelle, President, Medical Arts Building, Dallas, Texas) a gift for the purchase of a heart pump for use in the laboratory of Dr. Hugh Wilson, deposited to "Dallas Woman's Forum-Purchase of Heart Pump for Cardiac Surgical Research Laboratory-Dr. Hugh Wilson" (Account No. 8670) 900.00

Gifts of \$100 or Less

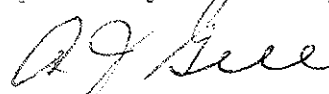
1. From Dr. Carroll W. Browning (Division of Ophthalmology, Southwestern Medical School) a contribution to "Edward H. Cary Fund for use at direction of the Dean" (Account No. 8040) 100.00

Gifts of \$100 or Less - continued

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2. From Dr. Kemp Clark (Division of Neurosurgery, Southwestern Medical School) a contribution to "Faculty Gifts for Surgery" (Account No. 8048) 16.50
3. From Dr. Philip E. Williams (Parkland Memorial Hospital, Dallas, Texas) a contribution to "Faculty Gifts for Surgery" (Account No. 8048) 60.00
4. From Mr. Max B. Vernon (3514 Vinecrest Drive, Dallas, Texas) a contribution in memory of Mrs. Ernst Cohn deposited to "Various Donors-Dallas Eye Bank" (Account No. 8692) 5.00
5. From Mr. and Mrs. Robert S. McFarland (5556 Falls Road, Dallas, Texas) a contribution in memory of Mrs. Ernst Cohn deposited to "Various Donors-Dallas Eye Bank" (Account No. 8692) 10.00
6. From the Calypso Club (Mrs. Hugh Murray, 1132 Pentagon Parkway, Dallas, Texas) a contribution in memory of Mrs. Patricia Lewis deposited to "Cancer Research Memorial Fund at the direction of the Dean" (Account No. 8776) 25.00
7. From the Baylor Medical Alumni Library Association, Inc. (Dr. W. W. Looney 738 West Tenth, Dallas, Texas) the regular monthly payment for November, 1957, deposited to "Baylor Medical Alumni Library Fund" (Account No. 8900) 100.00

Respectfully submitted,



A. J. Gill, M.D.  
Dean

The University of Texas  
Postgraduate School of Medicine  
Houston, Texas

570 ✓

December 18, 1957

TO DOCTOR LOGAN WILSON, PRESIDENT  
THE UNIVERSITY OF TEXAS  
AUSTIN, TEXAS

Dear Doctor Wilson:

The following is submitted for your approval and presentation to the Board of Regents at its meeting on January 10 and 11, 1958:

Main Division, Houston  
1957-58

1. Approve the following appointments to the Clinical Faculty, without tenure and without salary, effective December 1, 1957:

<u>Assistant Professor</u>	
Dr. C. P. Schwinn	Pathology
Dr. John L. Smith	Pathology

<u>Lecturer</u>	
Dr. Gene Allen Guinn	Urology
Dr. Alfred F. Knoll	Surgery
Dr. Sellers J. Thomas, Jr.	Surgery

2. Delete the appointment of Dr. W. R. Bradley in the June 28-29, 1957 docket, Page 4.

Lubbock Division  
1957-58

1. Approve the appointment of Dr. Ernest J. Nalle, Jr., to the Clinical Faculty as Lecturer in Otolaryngology, without tenure and without salary, effective December 1, 1957.

Temple Division  
1957-58

1. Approve the following appointments to the Clinical Faculty, without tenure and without salary, effective December 1, 1957:

<u>Lecturer</u>	
Dr. Sherman B. Lindsey	Medicine
Dr. Robert C. Little	Physiology

San Antonio Division  
1957-58

1. Change the appointment of Dr. James R. O'Neill from Lecturer in Surgery to Lecturer in Medicine in the June 28-29, 1957 docket, Page 7.

2. Delete the appointment of Dr. Robert Hausman in the June 28-29, 1957 docket, Page 6.

GIFTS AND GRANTS:

I recommend acceptance of the following gift and that the appreciation of the board be sent the donor by the Secretary:

1. The sum of \$4,887.50 from Merck Sharp & Dohme Research Laboratories, Division of Merck and Company, Inc., Rahway, New Jersey (Attention of Mr. Frederick K. Heath) for the purpose of supporting programs on Fluid Balance and Nutrition.

Respectfully submitted,

*Grant Taylor*  
Grant Taylor, M. D.  
Dean