4-24-1915

University of New Mexico Board of Regents
Minutes for April 24, 1915

University of New Mexico Board of Regents

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Minutes of Meeting of Executive Committee.

At a meeting of the Executive Committee of the Board of Regents of the University of New Mexico, held in Dr. Reidy's office, Saturday afternoon, Apr. 24, 1915, there were present Dr. Boyd, Dr. Reidy and Mr. Brooks.

Recommendations.
---1915-16----- Dr. Boyd presented a letter containing his recommendations for the coming year, which, after considerable discussion and careful consideration, received the approval of all present. A copy of this letter will be found below.

Advertising  Mr. Brooks stated that he and Dr. Boyd had had several conferences with Mr. H. B. Hening, relative to his taking Publicity charge of all the advertising and publicity in connection with the University both within and without the State, resulting in Mr. Hening's offering to do the work for $600.00 a year, commencing May first, 1915. Discussion followed and it was suggested that advertising and publicity should be handled under a department to be known as the Department of Publicity, and that Mr. Hening's position should be known as Director of Publicity. All this was approved by those present.

The President of the Board of Regents was directed to write to the remaining members of the Board, submitting a copy of these minutes and recommendations, which should become operative after receiving the approval of the members, with the further understanding that these minutes and recommendations become part of the proceedings of the next meeting of the Board of Regents.

(Signed) GEORGE L. BROOKS
(Signed) J.A. REIDY
(Signed) DAVID R. BOYD

Later--
Approved:
(Signed) H. L. BICKLEY
(Signed) W. G. HAYDON
(Signed) NATHAN JAFFA
April 23, 1915

To the Executive Committee
The Board of Regents
University of New Mexico,
Albuquerque, New Mexico.

Sirs:-

I desire to present for your consideration the matter of a few readjustments in the Faculty, which seem to me to be necessary, and that I think ought to be determined as soon as is practical.

1. When Professor C. E. Hodgins was made Dean of the University, with a view of having charge of the direction of the inside affairs of the Institution during my absence, and of looking after the University News and other duties, we fixed the added compensation at $200.00. This is entirely inadequate to the extra services that he performs and I recommend that his compensation be increased $100.00 per year, making the total added compensation for special duty above that of regular Professor, $300.00. He will then receive a total compensation of $2,100.00 per annum.

2. Professor John D. Clark, who is the Head of our Department of Chemistry, and who has been very efficient in that connection for eight years, has been invited to come to Pittsburgh by the Carnegie Institute of Technology, to confer with regard to taking a position as Professor of Chemistry in that Institution. I understand the salary of the position is $2,700.00. I know, however, that Professor Clark would remain here if we could, by some means, add to his income. I urge, therefore, that we take steps at once to give him employment with added duties, which I would suggest, which might increase his total compensation $300.00 per year.

In this connection I desire to point out that there are at least two other members of the Faculty that we are likely to lose in the same way and that we should plan to add to their compensation by similar method. Our appropriation for maintenance for the next two years, I believe, will not justify increasing the maximum compensation for a full Professorship beyond what it is at present, namely: $1,800.00, but I feel that we can retain these strong men by the means that I just mentioned.

The two professors alluded to above are Dr. C. T. Kirk, Professor of Geology, and Dr. L. B. Mitchell, Professor of Greek and Latin language and literature.

Dr. Mitchell is Chairman of the Committee on Credentials, that is, he passes on the classification and assignment of work to students, and has need constantly to refer to the records of the work of Faculty and students, which is the duty of the Registrar. I therefore recommend that Dr. Mitchell be appointed Registrar at an increased compensation of $300.00 per year, making his total compensation $2,100.00 per annum.
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Taking the duty of Registrar from Miss Parsons will relieve her of considerable work, and in view of the added labor that will devolve on her as Secretary, in recording and dispensing the increased funds of the University the next two years, this will be, I think, a welcome relief to her. There should, however, be no decrease of salary for her services.

3. Mr. W. J. Higgins, who has served faithfully as private secretary and stenographer, completes his course this year and will leave the University. His compensation heretofore has been $300.00 per year. It is very desirable that for at least a year he be retained in the service of the University. His knowledge of the geography, personnel and the work accomplished toward developing the University among the people during the last two years is very valuable. I suggest that we be authorized to retain him the coming year as private secretary, and provide for his added compensation by authorizing me to assign him to the work of assistant in teaching history. An assistant will be very much needed in this work the coming year, and he is entirely competent to do the work. I therefore recommend that Mr. Higgins be retained as private secretary, with the added duties of assistant in history, at a total compensation of $900.00 per year, beginning with the first of September, 1915.

I am presenting these statements for your consideration that you may be able to secure definite and authoritative action on them, if possible, without the necessity of entailing the expenses of a meeting of the Board at this time. So far as I know there is no other business that necessarily will come to hand for action until later.

Very truly yours,

(Signed) DAVID R. BOYD.

April 24, 1915

Hon. Nathan Jaffa,
Hon. Wm. C. Haydon,
Hon. Howard L. Bickley,
Regents, University of New Mexico.

Gentlemen:—Finding that Dr. Boyd's recommendations for changes in Faculty would be very slight this year, I suggested to him that he embody what he had to say in a letter to the Executive Committee, and after approval or disapproval, the same would be submitted to you gentlemen for your approval or otherwise, the purpose being to save each of you the time necessary to come to Albuquerque, and to save the expense to the University of a Board Meeting.
If, however, you think it better that a meeting should be held, a call will be issued for a meeting some time in May, to coincide with the Commencement Exercises.

Enclosed, find copy of Minutes of Committee Meeting. The plan for meeting the extra expense in connection with Dr. Kirk, and Dr. Clark, is to pay them $300.00 each from our Land Funds, and then to have them go out this summer during vacation and start in the making of a systematic examination of University Lands, which when continued from year to year will give correct information and knowledge of the land the U.N.M. owns in various parts of the State. This is a thing that is very much needed and will become more so as lands become more valuable.

As relates to a Director of Publicity, this is something also that is greatly needed. It has been quite a handicap during the past two years not having something of this kind, which, no doubt, would have given us more students, more University Extension work, and better knowledge throughout the State of the work the University is doing. It is very fortunate that we can get the services of such a man as Mr. Hening. His pay and that of Mr. Higgins, and the small extra pay for Prof. Hodgin and Prof. Mitchell, can be taken care of from our increased appropriation after December first, and as to about $600.00 altogether, that would be coming to them before December first, I have today gone over the estimates with Dr. Boyd, for the remainder of the fiscal year, and he cut out enough from present estimate to take care of this amount.

Should be pleased to hear from you as promptly as possible as to whether this meets with your approval, or if you would prefer to have a meeting.

Very truly yours,

(Signed) G.L. BROOKS.

At a Meeting of the Executive Committee of the Board of Regents University of New Mexico, held at the office of Mr. Brooks, May 8, 1915, there were present, Dr. Boyd, Dr. Reidy and Mr. Brooks, with the latter in the chair.

Dr. Boyd presented the following names of students, as having been recommended by the Faculty for graduation, on Commencement day, May 12, 1915:

Benjamin Oscar Brown, Major: English and Social Science, Degree of A.B.
Fred Myron Calkins, Major: History and Social Science, Degree of A.B.