

UCCSN Board of Regents' Meeting Minutes May 3-4, 1911

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Reno, Nevada

May 3, 1911

A meeting of the Board of Regents was held at their Office in Morrill Hall, at 8 o'clock, Wednesday evening, May 3, 1911.

Present: Regents Codd, Reid and O'Brien. Absent: Regents Henderson and Williams.

President Stubbs submitted his monthly report with his plans for Commencement week as follows:

May 3, 1911

To the Honorable,
The Board of Regents
The University of Nevada

Gentlemen:

I submit for your approval, payrolls and claims as follows:

State Payroll	\$3047.54
Students Payroll	438.00
Claims	3799.24
Hygienic Laboratory Payroll	294.10
Claims	189.65
Pure Food and Drug Inspection Payroll	266.68
Claims	281.18
High School Payroll	685.34
Claims	23.50
Investigation of Potatoes, Claims	190.06
Mackay Mining School Payroll	400.00
M & M Building and Equipment Claims	23.78

Experiment Station. State Claims	981.65
Agriculture & Mechanical College Payroll Claims	2614.00 2945.17
Adams Fund Payroll Claims	883.34 126.92
Hatch Fund Payroll Claims	904.18 272.50

I recommend the following increases of salaries to begin January 1, 1911:

Rueben Cyril Thompson	\$175 per month	\$2100 per year
Emily Berry	100 per month	1200 per year
Katherine Riegelhuth	100 per month	1200 per year
Charles S. Knight	150 per month	1800 per year
J. Claude Jones	150 per month	1800 per year
Kate Bardenwerper	150 per month	1800 per year
Katherine Lewers	125 per month	1500 per year
Miss Meighan	125 per month	1500 per year
Dr. George Ordahl	200 per month	2400 per year

I submit herewith the general program of Commencement week for your suggestion and then approval.

SILVER JUBILEE
UNIVERSITY OF NEVADA

PROGRAM FOR THE TWENTY-FIFTH ANNUAL COMMENCEMENT
May 13th to 18th, 1911

1. No special invitations will be issued to attend the Commencement exercises. Everybody is expected to be present at all of the exercises and to everybody, in the name of the Regents and faculty of the University, we extend a cordial welcome.
2. All of the buildings will be open for inspection Saturday, Monday, Tuesday and Wednesday, May 13-18, from 9 A.M. to 4 P.M.
3. An exhibit of the Art Department will be held in Room 6, Morrill Hall, on Saturday, Monday, Tuesday and Wednesday.
4. A stock exhibit from the Station Farm and from the Agricultural College will be held in the Pavilion between Stewart Hall and the Chemistry building, Saturday, Monday, Tuesday

and Wednesday.

May 13th -- Saturday

- 10:00 A.M. Meeting of the Honorary Board of Visitors and the Regents of the University.
- 2 - 4 P.M. Reception by the Department of Domestic Science, Bread-Making contest.
- 8 P.M. Senior farce in the Majestic Theatre.

May 14th -- Sunday

- 10:30 A.M. Baccalaureate Services in the Gymnasium. The Academic Procession will form on the north front of Morrill Hall at 10:15 A.M. All of the graduates and former students are especially requested to join in the procession and march to the Gymnasium.
- 5 P.M. Band concert in front of the Mackay School of Mines.

May 15th -- Monday

THESIS DAY

- 9:30 A.M. Reading of Theses by the Graduates in Rooms 4, 5 and 6, second floor Morrill Hall.
- 4 P.M. Ending of Examinations for High School.
- 8 P.M. High School Commencement in the Gymnasium.

May 16th -- Tuesday

- 11 A.M. Class Day exercises arranged by the Seniors.
- 2 P.M. Annual meeting of the Board of Regents.
- 4 P.M. Ending of University Examinations.
- 8 P.M. Exhibition by Miss Meighan's class in Physical Culture, and by Miss Howe's class in Expression, assisted by the University Cadet Band, upon the Mackay Quadrangle.

May 17th -- Wednesday

COMMENCEMENT DAY

- 9 A.M. Review of the Cadet Corps by the Governor and staff, the Honorary Board of Visitors, the Regents, and students, old and new, of the University.
- 9:45 A.M. The Academic Procession will form on the north front of Morrill Hall and march to the Mackay Grandstand. We invite everyone who has been connected with the University from the beginning of its history at Elko to the present time, to join in this Academic Procession which will be led by the Cadet Band and the Cadets.
- 10 A.M. Commencement Exercises at the Mackay Grandstand.
- 12 Noon Upon the conclusion of the Commencement Exercises, a luncheon will be served in the Gymnasium, to which we cordially invite all the graduates of all the Departments, all the former students, the Regents, past and present, the Honorary Board of Visitors, past and present, Seniors of the Class of 1911, members of the faculty, past and present, and other guests of the University. This invitation includes wives or husbands of all the guests.
- After the luncheon we should like to have informal speeches from the former graduates and the old students. This part of the program is to be purely informal and perfect freedom among all the guests is invited. It is to be largely in the nature of a love-feast.
- 8:30 P.M. Senior party in the Gymnasium.

NOTE:

All those who have been connected with the University in any way are invited to call at the President's Office in Morrill Hall between the hours of 8 A.M. and 4 P.M. from Thursday, May 11th, and register their names and receive a badge, which they are requested to wear throughout Commencement week. Persons wearing these badges will please not wait for introductions, but introduce themselves to each other wherever they may meet upon the Campus or in town.

To the Editor:

The University authorities would greatly appreciate your kindness if you would be so good as to publish the above

notice in your paper as a news item.

Very truly yours,

J. E. Stubbs
President

I wish to submit to the Regents the following suggestion:

The University of Nevada has reached a period in its growth when the details of its business management should be placed in the hands of some man who is well-fitted for it. This business manager should be known by the name of The Registrar of the University.

Among the duties of the Registrar are:

1. He shall be responsible for the care of the records of the students.
2. He shall be the official medium of communication between the students and the administrative and academic committees.
3. He shall prepare, subject to the approval of the President and the Committee on Publications, all publications of official communication of the University, such as the Registrar, Bulletins, Directory, etc.
4. He shall have control of such clerical assistants as are necessary for the academic work of the University.
5. He shall conduct such a bureau of information as is necessary for the academic work of the University.
6. He shall be secretary of the Council and shall keep a record of its proceedings.
7. He shall take charge of the Business Office of the University under the direction of the President, and shall keep the books and do such other work as may be necessary and will meet the public in a manner that will attract them to the University.
8. He shall hold the rank of an Assistant Professor in the University for two years; and after that, if satisfactory, he shall hold the rank of an Associate Professor; and at the end of five years, he shall hold the rank of Full Professor in the University. He shall be a member of the Academic

Council.

I think the Board of Regents feels that the time is coming when it is to the best interests of the University to relieve the President of the detail work, that he may give more time and attention to the larger problems that are connected with the management of an institution like ours, and I have been looking the field over, with care, to obtain a man that seemed suitable to me in every way, and after obtaining the fullest information, I believe that Mr. Charles Henry Gorman of Eureka, is the kind of a man we want, and I herewith nominate to the Board for election to the position of Registrar, Mr. Gorman, making the date of the appointment May first, 1911.

Very respectfully yours,

J. E. Stubbs
President

On motion of Dr. Reid, seconded by Mr. O'Brien, Mr. Charles Henry Gorman was elected to the office of Registrar, which office includes the general business management of the office, under the direction of the President of the University. He shall be paid a salary of one hundred and twenty five dollars per month from May first, 1911, and one hundred and fifty dollars per month after the first six months.

On motion of Dr. Reid, seconded by Mr. O'Brien, the Commencement Program of the President as submitted, with such changes as he might make, was approved.

On motion, duly seconded, the badges to be worn by all the students, Regents, faculty and guests are hereby approved.

On motion of Mr. O'Brien, seconded by Dr. Reid, the increases in salaries as recommended by President Stubbs, to take effect January 1st, 1911 were approved as follows:

Rueben Cyril Thompson	\$175 per month	\$2100 per year
Emily Berry	100 per month	1200 per year
Katherine Riegelhuth	100 per month	1200 per year
Charles S. Knight	150 per month	1800 per year
J. Claude Jones	150 per month	1800 per year
Kate Bardenwerper	150 per month	1800 per year
Katherine Lewers	125 per month	1500 per year
Miss Meighan	125 per month	1500 per year
Dr. George Ordahl	200 per month	2400 per year

On motion, duly seconded, all payrolls and all claims submitted were approved as given in the President's report.

On motion of Mr. O'Brien, seconded by Dr. Reid, Dr. H. E. Reid was elected Acting Chairman of the Board of Regents and the Board of Control.

On motion of Dr. Reid, seconded by Mr. O'Brien, the Secretary of the Board of Regents was instructed to have the policy of insurance for two thousand dollars now on the Grandstand transferred to the Library.

No further business, the meeting adjourned, to meet at the call of the Chairman.

A. A. Codd
Chairman

Geo. H. Taylor
Secretary