Gentlemen:

I am asking Mr. E. H. Canon, the Registrar of the institution, to present to you a copy of his report, which in my opinion, is an exceptionally fine piece of work, and which presents in an interesting way an analysis of the work and achievements of Western. I am also asking Mr. Canon to make a brief interpretation of the report, setting forth a few of the vital things it contains. In view of Mr. Canon's report, and the extensive reports I have made in the past, I do not feel it is necessary for me to make an extensive report at this time.

In order to dispatch the work of this meeting I am giving below a brief statement of the business that should be considered at this time. I believe it would be well to read the report and then to act upon the entire report. At the close I am listing a few miscellaneous items which will require special consideration.

Without going into an extensive statement of the success of the institution, I feel perfectly safe in saying that the institution is from every standpoint in a most satisfactory condition. Faculty and students would enthusiastically evidence this statement. The spirit of cooperation and the quality of work has never been better on the Hill.

In line with the new fiscal code which was enacted by the last General Assembly, we budgeted every item of the institution covering the first six months beginning with July 1. This budget was sent to Frankfort and has been okayed by the State authorities. We are carefully observing every item of the different budgets representing the different departments of the institution and we are carefully pursuing a course that will enable us at the end of six months to show a balanced budget. We find that the greatest economy is necessary in order to meet the demands of the institution upon the income it is receiving. It will be the purpose of the institution at the end of the fiscal year to present to your a balanced budget.

I am presenting below a copy of the minutes of the Executive Committee, recorded by Miss Schneider, which shows the business that has been transacted by the Committee. These minutes should at this meeting be made a part of the regular minutes of the Board of Regents of the institution.

MINUTES OF EXECUTIVE COMMITTEE
September 26, 1934

The Executive Committee met in the office of Dr. Cherry at 4:00 P.M. September 26, 1934. Mr. Cuthbertson, Judge Hines and Dr. Cherry being present.

A motion was made, seconded and carried authorizing the purchase of 22 band uniforms.
at $29.00 and one sousaphone at $175.00. This will make one hundred pieces in the band.

The Purchasing Commission made a contract for coal with the Hart Coal Corporation, at Hortons Gap, Kentucky and the Secretary was asked to send the contract to Senator Franklin for his recommendation.

Checks for contracts made prior to June 30 for the following firms are still being held pending the completion of the work. Rhea Price $400.00; Rhea Price 450.00; Pittsburgh Plate Glass Company $352.00; Kentucky Rock Asphalt Company 1972.80; and Logan Company $2170.00. The committee agreed to have a cashier's checks issued to these companies to be held until the work is completed.

Judge Hines was authorized to investigate the Workman's compensation insurance through the Attorney General's office, and if the Attorney General rules office, and if the Attorney General rules that the State is not liable, cancel the insurance, since the premium rate is excessive.

The Board should at this meeting instruct the administration of the institution, and on account of leaves of absence granted to a number of the regular members of the faculty for graduate study, several additions have been made to the faculty for the year 1934-35. The names of these instructors, the degrees held, and the subjects which they teach follow.

Clarence P. Deman, Ph.D., University of Michigan-History.


Mabel Rudisell, Ph.D., University of Wisconsin-Education.

J. R. Sterrett, Jr., M.A., (Ph.D. 1935) University of Wisconsin--Public Speaking and Dramatics, Department of English.


Virginia Beardon, M.A., Vanderbilt University--History.

Eliza Fentress, M.A., Western Teachers College is substituting for C.G. Craig head, Department of Penmanship, who is doing graduate study at the University of Kentucky.

E.B. Stansbury, M.A., Peabody College--Industrial Arts, Training School.

Mary Marks, M.A., University of Chicago, Geography.

Sarah Middleton, M.A., University of Virginia, is substitution in the English Department for Dr. Louis B. Salomon, who is spending the first semester visiting other institutions of higher learning.

Annie Mary Sprouse, M.A., Peabody College, critic teachers, fifth grade, Training School. Miss Bertha Clark who held this position for several years, is away doing graduate work.
Mary Cunningham, A.B., Peabody College, is teaching art in the Training School during the absence of Miss Louise Christie, who is continuing her graduate work at New York University.

Frank Lawrence, A.B., Western Teachers College, basketball coach and teacher of science, Training School.

Arnold Winkenkofer, A.B., Western Teachers College, football coach and teacher of social science, Training High School.

Lilyan Graham, A.B., Western Teachers College, and Library certificate Peabody College, has been appointed Training School Librarian in the absence of Kathryn Sullivan who is temporarily absent from the institution for graduate study at New York University.

Mrs. Carolyn Todd Seward, M.A., Western Teachers College, is teaching Extension, is pursuing graduate study at the University of Michigan during the first semester, her work is being taken care of by other members of the Department of Mathematics.

J.R. Whitmer is continuing his graduate work toward the Ph.D. degree at the University of Indiana. His classes are taught by Mr. Basil Cole, who did graduate work at Iowa State College during the year 1933-34.

Mrs. Nelle Gooch Travelstead, Department of Music, is pursuing graduate work at New York University.

Practically all of the members of the faculty who are on leaves of absence for graduate study will return to their regular positions either in January or next summer.

I hope the Board will at this meeting confirm the election of the new teachers including the above list and at the same time, authorize the leaves of absence of listed above.

It is generally understood among educators that a Training School is an essential to a teachers college, as a clinic or operating laboratory is to a medical school. In fact, it is impossible to train teachers effectively without a well equipped and organized Training School which is usually termed a spiritual laboratory of the institution.

I am submitting below a recommendation which has been carefully prepared by Mr. W. L. Matthews. I am asking Mr. Matthews to make an explanation of this recommendation as I think this will be more satisfactory than to attempt to interpret a program of this nature. I have carefully studied this recommendation with Mr. Matthews and believe the Board should adopt it.

RECOMMENDATION

This recommendation is made to Dr. H. H. Cherry, President of Western Kentucky State Teachers College and concerns itself with the personnel of the student-body and the tuition rates for the Training School.
I. It is recommended that the Student-body be made up of all students who ask for admission (first come first served) except that an attendance not to exceed 12½% of total enrollment be reserved for children from poor homes for the purpose of providing a representative student-body for demonstration for all the various departments of the college. At the present our enrollment is approximately 450, including the Training School and the Rural School.

II. Tuition:

It is recommended that the tuition be.

1. Free to Rural School children for the purpose of providing a school comparable to the rural school for demonstration purposes.

2. $5.00 per semester for Training School Children is graduates from kindergarten to sixth grade inclusive.

3. $10.00 per semester for grades 7 to 12 inclusive.

4. Tuition is due and payable the first of each semester on enrollment, and must be paid by the end of the third month after the opening of the semester.

Having tuition paid is a pre-requisite to graduation or to the furnishing of transcript of credits to another school for all students who are not exempt from paying tuition in the above plan.

III. It is further recommended that;

1. As no gain would be derived by charging the children of the faculty members and employees of the institution, they be admitted to the Training School without a collecting charge, this amount to be thought of as an additional sum given to the faculty members and employers.

2. In order to keep the school a "set-up" similar to that in all public school systems, for the sole purpose of giving a perfect demonstration to the student teachers and the various departments of the college, it is recommended that a limited number of children too poor to pay tuition be admitted to the Training School free, this number in no case to exceed 12½% of the total enrollment, and the students of this group to be chosen on recommendation of the Director of the Training School, subject to the approval of Dr. H.E. Cherry, President of Western Kentucky State Teachers College.

***************

All progressive institution have or are working out a Retirement program for the members of their faculty and administrative officers. I believe the time has come and that the Board should at this time adopt a program of this nature and that it should take effect at the end of the present scholastic year. As you know, we have a few members of the faculty who have reached the age when they should be relieved of some of the arduous duties of life, and at the same time some program should be adopted that would be a protective to them in an economic way in their old age. With this in view, I am submitting the following for your consideration.
Whenever any teacher or administrative officer who aids the president in the administration of the school and who has served the institution for as long as fifteen years, shall have reached the age of 70, he shall no longer perform all of the regular duties that he has theretofore performed, but he shall perform such duties as may be designated by the President of the institution. For the performing of such other duties he shall receive a sum equal to 20% of the salary received by him at the age of 70, plus 1% of the salary for each year of service in Western. The salary so modified shall be paid as salaries of the faculty of Western are paid.

There are at this time two teachers who have passed 70 years of age. One of them is 71 years of age and would under this retirement plan receive $1356.55 annually. The other is 77 years of age and under this retirement plan would receive $963.42 annually. One of these teachers draws at this time $3300.00 and the other $1863.00 annually.

I trust the Board will pass the following resolution making Miss Mattie Hatcher a professor in absentia. This an honor and recognition she richly deserves. The resolution explains itself.

**RESOLUTION**

WHEREAS, Miss Mattie Louise Hatcher was for a number of years Director of the Practice School of the Western Kentucky State Teachers College, and,

WHEREAS, Miss Hatcher resigned from her position as Director of the Practice School in this college to do graduate study at Columbia University and later held a similar position in the State of New Jersey, and

WHEREAS, Miss Hatcher has now returned to her home in Bowling Green and is now engaged in educational research and writing which will prove of great value to this college and to education generally; therefore,

BE IT RESOLVED by the Board of Regents of this College that Miss Hatcher be elected to the position of Professor of Education in absentia

***************

At the Board meeting held on October 7, 1933, the following resolution was passed:

"With the beginning of the summer session of 1934 and thereafter, student laboratory fees shall be allotted to the purchase of laboratory equipment and supplies and that any unexpended balance remaining at the end of each semester shall be refunded to the students according to the balance remaining for each laboratory."

This resolution was passed as a safeguard against the enactment of laws that might affect the funds of the institution. I feel it is necessary to rescission the resolution in order to make this fund flexible enough to take care of certain items connected with the budget. I am making this recommendation.

I trust the Board will authorize the Executive Committee to negotiate with C.H. Smith or others to rent or lease the Ogden Farm for a period of one to five years. The object of this being to remove the Ogden Farm from general farm use by this college and receive instead an annual cash rental. I am asking Dr. Ford to explain the matter.
MISCELLANEOUS ITEMS

The Board will, no doubt, want to discuss the architect's fee which was submitted by Captain Davis, for preparing the Plans and specifications for the application made to the Public Works Administration.

The work on the tennis courts is proceeding in a most satisfactory way. We do not think now we will be able to make over six courts, leaving three of them uncompleted. The three uncompleted courts will be finished with the exception of putting on the ground rock and asphalt. The estimate which was submitted prior to July for rock and asphalt was not sufficient to provide a sufficient sum to finish all nine courts.

I am submitting below a statement prepared by L.T. Smith who is handling the F.E.R.A. program for Western. You will notice that 157 students are receiving from the National Government $15.00 per month as part payment of their expense while in school. The statement below gives an interesting interpretation of this program and the fields in which it is being carried on.

The Federal Emergency Relief Program which is being carried on in connection with and sponsored by, the various educational institutions in the state has proven most helpful to the students participating in this institution.

The work being done comes under the head of the State Relief Organization and is termed Emergency Educational Relief. One hundred and fifty-seven students are employed on the campus at an average of fifteen dollars per month, at part-time employment which enables them to earn enough to remain in school. The work which these people are doing is extremely beneficial to the institution and is work which would not otherwise be possible because of limited funds.

The distribution of student workers by classes is as follows:

Fifty-nine Freshmen boys and thirty-three girls
Twelve Sophomores boys and eight sophomore girls
Ten Junior boys and six Junior girls
Ten Senior boys and six Senior girls
Seven graduate students.

This makes a total of one hundred and fifty-seven people employed in the following occupations:

Farm and campus labor, such as planting of trees and replacing of sod, etc., labor workers.
Clerical and office, and
General mechanical repair, such as carpentry, cabinet work and other mechanical improvements.

This group of students, during the month of October, were paid $2354.60. The Federal Government required all students thus employed to be doing a high grade of school work. The student must further prove his absolute need for relief in order to attend school. No finer or more worthy group of students has ever attended Western than the one now employed in the relief program. The enthusiastic spirit of cooperation and high ideals of these students is most encouraging.

Most respectfully submitted,

E.H. Cherry, President
Western Kentucky College.