

## SCHOOL OF MINES TAX FUND

## SUPPLY VOUCHERS

910	Frank R. Campbell	8.40
911	Don Graham's "Champions on Film"	25.00
912	Cardwell Blue Print & Supply Co.	39.83
913	Carpenter Paper Company	537.84
914	The Central Electric Supply Co.	186.61
915	Chemical & Engineering News	24.50
916	Chicago Apparatus Company	10.80
917	Engra Childers	8.12
918	Mel Goffman Associates, Inc.	299.50
919	Colorado Central Power Company	3,823.79
920	Colorado News Company	148.34
921	Colorado Paper Products Company	8.75
922	Colorado School of Mines Dining Hall	116.25
923	Colorado surplus Property Agency	688.22
924	Ben Cook Supply Company	24.72
925	Construction Specialties Co.	104.40
926	Continental Oil Company	86.95
927	Crown Hill Florists	15.00
928	H. G. Daniels	28.21
929	James W. Barden	96.60
930	Denver Electronic Supply Company	24.63
931	Denver Equipment Company	10.28
932	The Denver Fire Clay Company	4,655.00
933	Denver Hardware Company	5.85
934	Denver Key & Lock Company	39.50
935	Denver Machine Shop, Inc.	10.00
936	Denver Oxygen Company	71.97
937	Denver Trolley Corporation	45.00
938	Derivation and Tabulation Associates, Inc.	18.00
939	Desks, Incorporated	772.40
940	Earl Dickens	15.89
941	The Duvall-Davison Lumber Company	59.83
942	Harold H. Harhart	15.68
943	Eastman Kodak Stores, Inc.	6.63
944	Eberbach & Son Company	5.14
945	Economics Laboratory, Inc.	94.50
946	Edgewater Typewriter Company	707.79
947	Equipment Specialties Company	20.00
948	E-Z Way Laundry, John H. Young	293.49
949	Federal Envelope Company	31.99
950	Federal Radio & Electric Company	290.00
951	Fisher Scientific	48.00
952	Hilbert E. Fletcher	225.72
953	Foss Drug Company	475.72
954	H. L. Foss, Inc.	627.95
955	Frankel Carbon & Ribbon Company	193.02
956	Steve Frederick Chevrolet Co.	19.35
957	Friden Calculating Machine Agency	70.00
958	Gates Factory Store, Inc.	66.25
959	General Electric Supply Company	43.60
960	General Motors Corporation--GMC Truck & Coach Division	5.73
961	General Radio Company	250.00
962	Geoffroy-Lane, Inc.	20.25

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963	City of Golden	4,777.78
964	Golden Mill	6.00
965	Golden Motors, Inc.	21.72
966	Gottula Trucking & Transportation, Inc.	60.00
967	Graham Paper Company	1.75
968	George Greul, Florist	10.00
969	Clyde Gregory	1.82
970	The Mail Greiner Company	6.71
971	Hassco, Inc.	22.44
972	Hastings--Radiat, Incorporated	98.21
973	Heath Company	66.55
974	A. E. Heinsch	64.96
975	Hendrie & Bolthoff Supply Company	161.27
976	Hicks-Denver Company	66.83
977	E. Vernon Hill & Company	70.50
978	The A. B. Hirschfeld Press, Inc.	725.00
979	H. J. J. Company	6.71
980	H. Hoffman Company	20.61
981	John C. Hollister	164.25
982	Horblit and Company	206.32
983	Sam L. Huddleston	136.94
984	Jefferson Transit Mix Company	166.60
985	George W. Johnson	35.75
986	John Moss Jones	4.90
987	Stephen F. Kanisay	5.18
988	Kellogg's Hardware, Inc.	25.12
989	Harry E. Kelsey	5.46
990	The Kendrick-Bellamy Company	347.02
991	Kistler's	118.25
992	Knoebel Mercantile Company	61.25
993	The Kohler McLister Paint Company	257.14
994	Truman H. Kuhn	23.49
995	Lakewood Sign Service	98.10
996	L & I Furniture, Inc.	37.93
997	James Lammie	5.18
998	Edward W. Lange	9.45
999	H. W. Lee	19.80
1000	Liberty Trucks & Parts Company	5.00
1001	Malco Company	15.00
1002	Prof. G. T. Marideth	61.00
1003	Metal Goods Corporation	106.97
1004	Meyer Hardware & Sporting Goods	57.42
1005	Michigan Basin Geological Society	5.00
1006	Midwest Saw Filing & Grinding Works	17.20
1007	The Mine & Smelter Supply Company	421.65
1008	Mine Safety Appliances Company	646.00
1009	Minneapolis-Honeywell Regulator Co.	27.56
1010	The Mines Supply Company	21.30
1011	Modern Office Machines, Inc.	389.60
1012	H. W. Moore Equipment Company	172.46
1013	Motor Car Pool (Revolving Fund)	195.00
1014	The Mountain States Telephone & Telegraph Company	1,577.27
1015	MP Engineering Company	119.00

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1016	Murray Sales Company	93.94
1017	Mutual Office Supply Company	1,316.90
1018	National Mine Service Company	25.00
1019	Natural History Book Club, Inc.	6.10
1020	NCAA Film Service	6.70
1021	Lex O'Brient	76.16
1022	Oser Exterminating Company	6.00
1023	J. A. Gessen Company	10.13
1024	Otis Elevator Company	44.15
1025	Paleontological Research Institution	16.75
1026	L. J. Parkinson	40.40
1027	Frank Paxton Lumber Company	226.55
1028	J. E. Payne	15.00
1029	Pennsylvania State University	6.00
1030	Ferguson Press, Inc.	136.00
1031	The Perkin-Elmer Corporation	265.46
1032	Petroleum Information	53.78
1033	Phillips Petroleum Company	12.31
1034	John W. Fickthall	7.84
1035	Plasticrafts, Inc.	8.55
1036	Pleasant View Water and Sanitation District	11.30
1037	Porter Sargent Publishers	11.00
1038	Postmaster, Golden	3,000.00
1039	Public Relations News	45.00
1040	Public Service Company of Colorado	651.09
1041	Donald O. Rausch	33.88
1042	Readex Microprint Corporation	261.08
1043	Reliable Typewriter Company	7.00
1044	Remington Rand	113.30
1045	Colorado School of Mines Revolving Fund	632.09
1046	Arch Richardson	12.00
1047	Riley's	8.67
1048	F. A. Rodgers	181.70
1049	Ross Heat Exchanger Division	5.14
1050	Ruska Instrument Corporation	307.06
1051	Sachs-Lawler	7.93
1052	Sanitary Specialties	60.56
1053	James L. Sankovitz	18.20
1054	Schaar and Company	18.90
1055	Scientific Supply Co., Inc.	86.20
1056	Seers, Roebuck and Company	43.78
1057	Seneca Paint Company	275.01
1058	Soiltest, Incorporated	299.49
1059	Sondie & Bronelle	43.06
1060	Special Libraries Association	37.50
1061	Spectrum Techniques	11.70
1062	The L. S. Starrett Company	7.11
1063	Stechert-Hafner, Inc.	1,025.91
1064	Gurnett Steinhauer	17.64
1065	Strawn's Stationery	779.85
1066	B. K. Sweeney Company	18.66
1067	Technical Equipment Corporation	47.65
1068	The Texas Company	10.09

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SUPPLY VOUCHERS

1069	The Todd Company, Inc.	73.50	
1070	Chris Tolos	51.24	
1071	Underwood Corporation	37.40	
1072	Unesco Publications Center	6.55	
1073	Union Supply Company, Inc.	41.04	
1074	United Air Lines	194.70	
1075	United States Dept. of Agriculture, Forest Service	14.95	
1076	U. S. Geological Survey	5.70	
1077	Universal Tractor Company	216.80	
1078	University of Texas--Bureau of Engineering Research	5.00	
1079	John W Vanderwilt	7.66	
1080	Ventura's Book Service	5.95	
1081	Victor Machinery Exchange, Inc.	39.67	
1082	Wards Natural Science Establishment, Inc.	39.16	
1083	Weiner Bros. Electric Supply Company	153.74	
1084	The Western Belting Company, Inc.	7.66	
1085	Western Cine Service, Inc.	119.00	
1086	Western Machinery Company	35.53	
1087	Westway Motor Freight, Inc.	97.89	
1088	The H. W. Wilson Company	123.00	
1089	Virginia Lee Wilcox	15.12	
1090	G. Duncan Wimpess	134.68	
1091	Zep Manufacturing Corporation	61.08	
	TOTAL SUPPLY VOUCHERS		48,207.88

EXPERIMENTAL PLANT FUND

27	Colorado School of Mines Research Foundation, Inc.	2,684.86	
	TOTAL EXPERIMENTAL PLANT FUND		2,684.86

MILL LEVY BUILDING FUND

315	Crabb Plumbing & Heating Co.	8,014.00	
316	Newstrom-Davis & Company	36,888.00	
317	Sturgeon Electric Company, Inc.	1,147.00	
	TOTAL MILL LEVY BUILDING FUND		46,049.00

Minutes. The minutes of the regular session on November 8, 1957 were reviewed and approved.

Commencement Speaker, 1958. Three men suggested by President Vanderwilt were considered. They were Mr. Eugene Holman, Chairman of the Board, Standard Oil Company of New Jersey; Mr. Lawrence R. Hafstad, Vice President in Charge of Research, General Motors Corporation; and Mr. Donald C. McGraw, President, McGraw-Hill Publishing Company, Inc. Each of the three men suggested was considered eminently qualified and acceptable. President Vanderwilt was authorized to use his judgment in the final selection.

Monthly Reports. Mr. Steinhauer entered the meeting and presented the monthly reports as follows: Summary of Budget Appropriation and Disbursements, as of November 30, 1957; Balance Sheet, November 30, 1957; Mill Levy Building Fund, as of November 30, 1957; Summary of Budget Appropriation and Disbursements, Experimental Plant Fund, as of November 30, 1957; Dining Hall, from October 21, 1957 through November 20, 1957; Statement of Income & Expense, Canteen, covering period October 21, 1957 through November 20, 1957; Statement of Income & Expense, Mines Park, November 20, 1957; Mines Park, Summary of Budget Receipts & Disbursements, as of November 20, 1957; Statement of Income & Expense, Prospector Park, November 20, 1957; Statement of Income & Expense, Bradford Hall, November 20, 1957; Statement of Income & Expense, New Dormitory, November 20, 1957; Statement of Income & Expense, C.S.M. Houses--Group 1, November 20, 1957; Statement of Income & Expense, C.S.M. Houses--Group 2, November 20, 1957; Statement of Income & Expense, Mines Park Houses, 29-36 Inclusive, November 20, 1957; Statement of Income & Expense, C.S.M. Houses Group 1 & Mines Park Houses, 29-36, Inclusive, November, 1957; Summary of Budget Receipts and Disbursements, Mines Park Houses, 29-36 Inclusive, as of November 20, 1957; Statement of Income & Expense, Associated Students of the Colorado School of Mines, Inc., November 30, 1957; Budget Period, Associated Students of the Colorado School of Mines, Inc., November 30, 1957; and Athletic Association, Summary of Budget Appropriations and Disbursements, as of November 20, 1957.

CSM Restricted Funds Tabulation of Terms. Mr. Steinhauer presented a list of CSM Restricted Funds, stock investments as of November 18, 1957, prepared in accordance with the request of the Board in the November meeting. It was noted that the funds were invested in U. S. Treasury Bonds and common stock, some of which represented the original stock given by the donor of the fund. The possible desirability of a more diversified investment list was discussed, including the administration of the capital funds through Colorado School of Mines Foundation, Inc. No action was taken.

Mr. Coors left the meeting at this time, having asked to be excused until lunch time.

Proposed Bill for Purchase of Property.

President Vanderwilt reported that a draft of a proposed bill authorizing the Board of Trustees to purchase property on which housing facilities might be erected had been presented by mail to the Governor with the request that he place it on his call for the January, 1958 legislative session. The proposed bill was prepared in the Legislative Reference Office and had been approved by the Attorney General, Duke Dunbar, and reviewed, also, by Mr. Stockmar. The title of the proposed bill is "For an Act Authorizing the Board of Trustees of the Colorado School of Mines at Golden, Colorado, to Expend Certain Moneys Available to the Board, for the Purpose of Acquiring Land and Improvements thereon and for the Construction of Housing Facilities for Faculty and Students and Their Dependents."

New Method of Approving Vouchers.

Mr. Steinhauer reported on his investigation made in accordance with the suggestion of the Board of a possible method for approval of the vouchers without requiring the time-consuming, manual signing of two members of the Board. He stated that upon advice received from Mr. Noonan, the Controller, and Attorney General Duke Dunbar, a resolution could be adopted by the Board authorizing approval of the monthly vouchers signed by the Business Manager and a facsimile signature of the President of the Board. In the discussion, it was brought out that with only one person authorized to sign the vouchers, delays might result should the one authorized signer be absent from the office.

Upon motion, duly seconded, and unanimously passed, the following resolution was adopted:

RESOLVED that the facsimile signature of the President of the Board of Trustees, countersigned by the manual signature of either the Business Manager, the Assistant Business Manager, the President of the school, or the Dean of the Faculty, may appear on all vouchers necessary to defray the monthly expenditures of the Colorado School of Mines.

Handling of CSM Foundation, Inc. Funds.

A motion was made, duly seconded, and unanimously passed that the following resolution be adopted:

RESOLVED that the duties of the office of the Treasurer of the Colorado School of Mines include the duties as Treasurer of the Colorado School of Mines Foundation, Inc. and that he

shall faithfully keep and pay over all moneys and property of the Colorado School of Mines Foundation, Inc. which will come into his hands for any purpose.

Colorado Mineral Study - Proposed New Publication. Mr. Ed Crabtree, Mr. Fred Smith, and Mr. Wimpres entered the meeting for the purpose of presenting their final recommendations for initiating a new publication to be supported by the Experimental Plant Mill Levy. After considering several proposed titles, it was moved, duly seconded, and unanimously passed that the title should be "Colorado School of Mines Mineral Industry Bulletin."

It was mutually agreed that the publication should be bimonthly, should be approximately 8½ x 11 size, and for the first year should be distributed free of cost. It was agreed that the first issue, Volume 1, Number 1, should, if possible, be published and distributed in January, 1958. Methods of publication, mailing list, etc. were discussed, and it was agreed that Mr. Wimpres' staff would supervise the publishing and distribution. It was agreed that Mr. Crabtree and Mr. Smith would provide "perfect" copy and that for the time being printing and proofreading should be arranged for outside the school.

Messrs. Wimpres, Crabtree, and Smith left the meeting.

Mr. Joe Coors returned to the meeting and the Board recessed for lunch at the Holland House.

Dean Kuhn and Professor Fisher joined the Board for lunch to discuss the proposed "Division of Humanistic and Social Studies." Following lunch, Dean Kuhn and Professor Fisher spoke on the subject and in general a discussion followed touching on many phases of education and particularly on effective teaching of English, report writing, and the humanistic and social studies.

A possible grouping of all present departments of the school into four divisions was briefly discussed. There was general agreement that the idea of divisions bringing together scattered, more or less independent, units seemed to have much to recommend it, and that further studies should be made to determine whether divisions including all departments seemed desirable. It was concluded that until such a study had been completed and presented to the Board for consideration, the establishment of a "division" should be deferred, and in the meantime the grouping suggested - English, Modern Languages, Economics - could be administered as a department.

At this time Mr. Stockmar asked to be excused and left the group. Dean Kuhn and Professor Fisher also left the group.

The meeting reconvened in the President's Office.

Long-Term Lease. CSM Research Foundation Building Site. Mr. Steinhauer reported that the terms of the lease had been worked out and agreed upon and that a final copy of the lease was expected at any time from the Attorney General's office.

New Gymnasium Plans. Mr. Steinhauer reported he had been in touch with Mr. Fuller a few days previous and had been advised that the gymnasium plans were not yet completed, but that Mr. Fuller said he expected to have the plans and specifications ready for final action by the Board by the end of this month or early January, and to advertise for bids in January.

A proposed revision of locker spacing by the architects was reviewed. It was noted that the revisions provided for one extra tier of lockers and it was mutually agreed that the revision was acceptable.

Evaluation Fee. President Vanderwilt reviewed the discussions by the Presidents' Association relative to establishing a fee of \$5 to be charged by each of the seven state tax-supported colleges and universities to applicants which required evaluation of credits. President Vanderwilt stated that the larger institutions, particularly, had expressed the feeling that uniformity was desired and that credit for the fee on tuition was not favored because of the extra work involved. President Vanderwilt stated that he was in agreement with Dean Kuhn and Mr. Burdick, Director of Admissions, that such a fee was not desirable at the Colorado School of Mines.

In the discussion, it was agreed that each institution should act independently in the matter. The need for uniformity was questioned, since neither tuition nor student fees are uniform. It was pointed out that in some institutions, as for example Dartmouth, a substantial advance payment on tuition was required after an application was accepted and that such an advance tended to discourage multiple applications on the part of students.

It was the consensus that an evaluation fee should not be established at the Colorado School of Mines at this time.

Clerical Personnel. For the information of the Board, President Vanderwilt reported on studies that had been initiated for the purpose of affecting greater efficiency of clerical personnel. Discussions with representatives of management services and experienced individuals indicated that considerable improvement might be possible in the merit ratings required every six months by the Civil Service Commission.

Remodeling of Prospector Park. Mr. Earhart's proposal of November 10, 1957 was reviewed. After considerable discussion, it was agreed that possible remodeling of Prospector Park should be made a part of a more general study providing permanent housing for married students and that needed maintenance should be continued as in the past.

Property.

Davis Residence. Mr. Steinhauer stated that a purchase and sale agreement had been signed and that under the agreement Mr. Davis would continue to receive the rent until June 1, 1958 when the property would pass to the ownership of the school.

Rowe Residence. Plans for remodeling by Mr. Earhart to convert the Rowe house for band and student offices were reviewed. President Vandervilt stated that the student offices for the Oredigger and Prospector were presently located in the Armstrong Building, formerly the Publications Department, but that this building would be removed before too long as part of the site preparation necessary for initiation of construction of the new gymnasium in January. The band was currently located in the Library where suitable facilities were lacking for storing the musical instruments.

The Board felt that since the remodeling cost was reasonable, the remodeling should be left to the judgment of President Vandervilt and Mr. Steinhauer.

I.B.M. System of Accounting. Mr. Steinhauer reported on his meeting with Mr. Jack Healy, Deputy Director of Revenue, concerning the proposed I.B.M. installation at the school. Mr. Healy had expressed the view that his department could process the school's work, although he agreed that certain equipment would have to be installed at the school. Mr. Steinhauer stated Mr. Healy did not seem adamant when he was advised of the school's conclusion based on careful study that, because of programing and scheduling problems, the school should have its own installation of I.B.M. equipment. He expressed doubt that Mr. Healy would stand in the way of the school and he recommended preparation of a contract for rental of I.B.M. equipment which he felt would have an excellent chance of being approved by the Governor.

Distributions. The following items were distributed to the Board:

1. Monthly Report on Prospector Service, October, 1957, CSM Research Foundation, Inc.

2. The President's Annual Progress Report,  
1956-57, Colorado School of Mines.

The meeting adjourned at 3:45 p.m.

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Assistant Secretary

December 13, 1957