

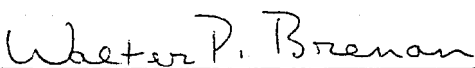



We, the undersigned members of the Board of Regents of The University of Texas, hereby ratify and approve all actions taken at this meeting to be reflected in the Minutes.

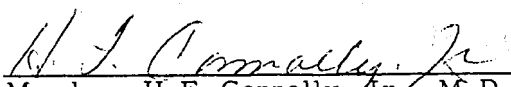
Signed this the 3rd day of February, 1962, A. D.

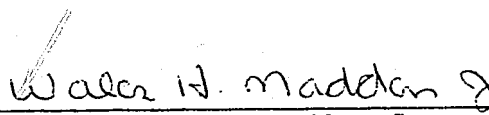

Chairman Thornton Hardie

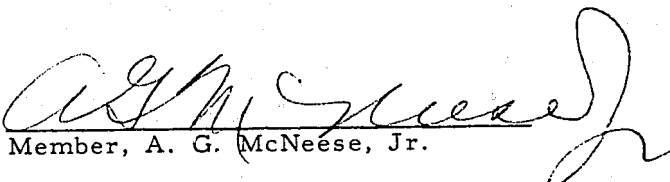

Vice-Chairman W. W. Heath


Member, Walter P. Brennan

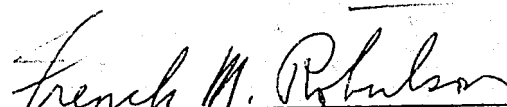

Member, J. P. Bryan


Member, H. F. Connally, Jr., M. D.


Member, Wales H. Madden, Jr.


Member, A. G. McNeese, Jr.

Member, John S. Redditt


Member, French M. Robertson

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MEETING NO. 605

FEBRUARY 3, 1962. -- The Board convened in regular session on Saturday, February 3, 1962, at 10:00 a. m. , in the Regents' Room (Main Building 209), Austin, Texas.

ATTENDANCE. --

<u>Present</u>	<u>Absent</u>
Chairman Hardie, presiding	*Regent Redditt - excused
Vice-Chairman Heath	
Regent Brennan	
Regent Bryan	
Regent Connally	
Regent Madden	
Regent McNeese	
Regent Robertson	
Chancellor Ransom	
Secretary Thedford	

Also among those present were the following:

University Officials:

Mr. Lanier Cox, Vice-Chancellor (Administrative Services)
 Mr. Frank Graydon, Budget Officer
 Doctor L. D. Haskew, Vice-Chancellor (Developmental Affairs)
 Mr. W. E. Keys, Director, University News and Information Service
 Mr. Graves Landrum, Assistant to the Chancellor
 Mr. C. H. Sparenberg, Comptroller
 Mr. W. W. Stewart, Endowment Officer
 Mr. Burnell Waldrep, Land and Trust Attorney

R. Lee Clark, Jr., M. D., Director of M. D. Anderson Hospital and Tumor Institute
 A. J. Gill, M. D., Dean of Southwestern Medical School
 John V. Olson, D. D. S., Dean of the Dental Branch
 Doctor Joseph M. Ray, President of Texas Western College
 Grant Taylor, M. D., Dean of the Postgraduate School of Medicine
 John B. Truslow, M. D., Executive Director and Dean of the Medical Branch
 Doctor Norman Hackerman, Vice-President and Provost, representing Doctor Joseph R. Smiley*

* Regent Redditt attended the Committee Meetings on Friday, February 2, 1962, as did Doctor J. C. Dolley, Vice-Chancellor, (Fiscal Affairs). Vice-Chancellor Dolley was excused from the meeting (page 7). President Joseph R. Smiley was excused from the meeting on account of illness.

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Representatives of the Press:

Mrs. Anita Brewer, representing the Austin American
Mr. Jim Hyatt, Managing Editor of the Daily Texan
Mr. Jack Keever, representing the Associated Press
Mr. Hoyt Purvis, Editor of the Daily Texan

INVOCATION. -- Chairman Hardie called the group to order and asked Regent Madden to open the meeting with a prayer.

COMMITTEE OF THE WHOLE

Chairman Hardie presented the following report of the Committee of the Whole, which met on Friday afternoon and Saturday morning, February 2 and 3, 1962:

The Committee of the Whole has had under consideration the following matters and has directed me to so report:

LEGAL COUNSEL PENDING (INTEGRATION) SUIT NO. 1231,
CIVIL ACTION, UNITED STATES DISTRICT COURT, WESTERN
DISTRICT OF TEXAS. -- The following were unanimously adopted:

1. The Board of Regents, having taken notice of the action of the Attorney General of Texas in the case of Leroy Sanders, et al, vs. Harry H. Ransom, et al, (pending in the United States District Court for the Western District of Texas, Austin Division, and being Civil Action Number 1231 on the Docket of that Court) to strike the motion to dismiss filed by the attorneys employed by the Board to defend said suit, and the Board having taken notice of the assertion by the Attorney General of Texas that the Board's employment of the attorneys to represent it in said cause was to be subject to the approval of the Attorney General, unanimously adopts the following motion reiterating its position heretofore communicated to the Attorney General by its Chairman following a telephone poll by the Chairman of the membership of the Board:

The Attorney General having announced that he was unwilling for the attorneys employed by the Board to appear for the defendants in this suit except insofar as the defendants have been sued in their individual capacities (when no defendant has been sued in his individual capacity), and the Attorney General having challenged the right of the Board of Regents to employ its own attorneys and having announced his unwillingness for such attorneys to join in the defense of this suit, the Board desires that the attorneys of its choice, Leon Jaworski, Edward Clark and Franklin W. Denius, represent the defendants in this cause. The Board ratifies the action of its said attorneys in the filing of all motions and pleadings now of record in this cause and instructs them to file further pleadings as are necessary and consistent with this resolution. The Board rescinds any action heretofore taken inconsistent with this motion.

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2. It is RESOLVED that if the attorneys of the Board and the Attorney General can come to an agreement mutually satisfactory to them for the Board's said attorneys and the Attorney General to participate in representing the Board, in the pending suit No. 1231, Civil Action in the United States District Court for the Western District of Texas, Austin Division, such an arrangement shall be effected.

TEXAS STUDENT PUBLICATIONS, INCORPORATED, MAIN UNIVERSITY. -- The Administration and the Department of Journalism, Main University, were authorized to make such changes concerning Texas Student Publications, Incorporated, as it is deemed best. Regent McNeese was recorded as voting "No."

SCHEDULED MEETINGS OF THE BOARD. -- The following meetings were scheduled:

1. March 8, 1962, Houston, Texas. -- The Board will meet at 11:00 a. m. in the home of Miss Ima Hogg to review and discuss the program of the Hogg Foundation. At 2:00 p. m., the Board will meet in the Bank of the Southwest to consider other matters pertaining to The University of Texas system.
2. April 27-28, 1962, Austin, Texas. -- An invitation is being extended to the University Development Board to meet jointly with the Regents on the morning of April 28, 1962, before their respective board meetings. (At the December 1961 session, a meeting of the Board was scheduled on April 27-28, 1962.)

ESTABLISHMENT OF "MISSION '73," A STUDY GROUP COMMITTEE, TEXAS WESTERN COLLEGE. -- The establishment of a Citizens' Study Committee at Texas Western College to be composed of people from the community of El Paso to study the future of the college for the next decade and to be called "Mission '73," as recommended by President Ray and concurred in by Chancellor Ransom, was approved. The membership of this committee will be reported later for the record.

REAFFIRMATION OF APPROVAL FOR SOLICITATION OF PRIVATE FUNDS FOR ADDITIONAL FLOORS, DANCIGER RESEARCH LABORATORIES BUILDING, SOUTHWESTERN MEDICAL SCHOOL. -- Authorization to Dean Gill to raise approximately \$250,000 by private solicitation of a limited number of interested persons was reaffirmed. This money is to be used as a matching fund for a federal grant in a like amount for the construction of two additional floors to the Danciger Research Laboratories Building. This authorization was originally approved by the Board on January 16, 1961, subject to Dean Gill's clearing the procedure and the prospective donors through the University Development Board.

ITEMS REFERRED BY EXECUTIVE COMMITTEE: POLICIES FOR 1963-65 LEGISLATIVE BUDGET REQUEST, 1962-63 CLASSIFIED PERSONNEL PAY PLANS, AND LONGEVITY PLAN FOR MAIN UNIVERSITY. -- Policies for the 1963-65 Legislative Budget Request, the 1962-63 Classified Personnel Pay Plans, and the Longevity Plan for Main Univer-

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sity as recommended by the Executive Committee were reported to the Committee of the Whole and approved as set out in the Executive Committee report on Pages E-11 - E-13.

AMENDMENT NO. 5, RULES AND REGULATIONS OF THE BOARD OF REGENTS FOR THE GOVERNMENT OF THE UNIVERSITY OF TEXAS, PART ONE. --In compliance with the Rules and Regulations, Part One, Chapter VII, Subsection 4.1, final approval was given to Amendment No. 5 to the Rules and Regulations of the Board of Regents for the Government of The University of Texas, Part One, Chapter I, by deleting Subsection 4.1 and inserting in lieu thereof the following:

- 4.1 Appointment. --At the regular meeting which follows the election of the Chairman and Vice-Chairman of the Board, the Board shall elect a Secretary who is not a member of the Board and who shall receive such compensation as may be fixed by the Board. The Secretary shall report and be responsible to the Board of Regents. The Secretary shall serve subject to the pleasure of the Board and may be removed by the Board at any time.

COMPENSATION, TEAM PHYSICIAN, COTTON BOWL GAME ON JANUARY 1, 1962. --Action taken by the Board of Regents at its meeting on December 2, 1961, relating to the payment of extra compensation (bonus) for participation in the Cotton Bowl Game on January 1, 1962, for Doctor William L. Hall, Team Physician, was amended to allow Doctor Hall a five per cent bonus on his total yearly salary rather than on that portion paid from Intercollegiate Athletics funds.

SUN BOWL STADIUM, TEXAS WESTERN COLLEGE, CLERK-OF-THE WORKS. --At the meeting on December 2, 1961, Chairman Hardie was authorized to contact the proper officials with reference to the University's representative inspecting construction of the work-in-progress on the Sun Bowl Stadium. Chairman Hardie reported that the work on the Sun Bowl Stadium is apparently proceeding in a satisfactory manner and that at the present time, it is not thought necessary to employ a Clerk-of-the-Works.

THE SOUTH TEXAS MEDICAL CENTER, SAN ANTONIO, REPORT ON LAND ACQUISITION. -- The following report in a letter from Doctor James P. Hollers, Chairman of the Board of Trustees of the San Antonio Medical Foundation, re land acquisition of the South Texas Medical Center was received:

"Options have been exercised on the approximately 300 acres of additional land contiguous to the other land owned in the South Texas Medical Center. This means that the total land owned by the Foundation, The University of Texas, and the Southwest Methodist Hospital comprises more than 500 acres dedicated for Medical Center purposes. You will be further interested to know that approximately one-third of the \$900,000 needed for the purchase of this additional land has been pledged by San Antonio business interests."

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REPORT OF BUILDINGS AND GROUNDS COMMITTEE (See Page 14.).
 --Since Regent Redditt, Chairman of the Buildings and Grounds
 Committee, could not be present at the meeting on Saturday, the report
 of the Buildings and Grounds Committee was presented to the Committee
 of the Whole (See Pages 14 .)

EXTENSION OF CONTRACT FOR INSURANCE CONSULTING SERVICES
 WITH A. R. MASSEY AND ASSOCIATES, INC., DALLAS, TEXAS. --
 The contract for insurance consulting services with A. R. Massey and
 Associates, Inc., Dallas, Texas, Insurance Consultants, was extended
 for one year, beginning December 10, 1961, at an annual fee of \$800.

TRANSFER OF FRANK W. WOZENCRAFT TRUST FUND FROM
 MEDICAL BRANCH TO MAIN UNIVERSITY. --At the request of Colonel
 and Mrs. Frank W. Wozencraft, the Doctor John O. McReynolds
 Memorial Lectureship Fund for the benefit of the Medical Branch was
 transferred, effective immediately, to the Doctor John O. McReynolds
 Memorial Award in Pre-Medical Studies to be awarded to pre-medical
 students at the Main University. The title, the purpose, and the pro-
 cedures for making these awards is to be submitted by the donor in the
 form of a trust agreement and reported to the Regents at an early
 meeting.

AIR FORCE BOND FOR SAFEKEEPING OF PROPERTY, MAIN
 UNIVERSITY, AUTHORIZED. --Upon the request of President Smiley,
 concurred in by Chancellor Ransom, President Smiley was authorized
 to execute a bond in the amount of \$20,000 for the safekeeping of
 government property placed on The University of Texas campus in
 connection with the Air Force Reserve Officers Training Corps. The
 bond is for the safekeeping of property issued to educational institutions
 under Section 9386, Title 10, United States Code.

COTTON BOWL GAME, JANUARY 1, 1962: EXPENSES OF WIVES. --
 At the December 1961 meeting, the Board of Regents did not change its
 policy re the authorization of expenses of wives in Dallas on January 1,
 1962, but requested that such expenses conform to the existing policy.
 However, at the meeting of the Committee of the Whole on Friday,
 the recommendation of the Intercollegiate Athletics Council, as pre-
 sented at the December meeting, concurred in by the Administration,
 was approved and expenses were authorized for the wives of the
 following to be paid from Cotton Bowl receipts:

Group I:	Trainer Athletic Equipment Supervisor Team Physician
Group III:	Dean of Students Members of the Athletic Council Athletic Director Sports News Director Assistant Sports News Director Assistant Business Manager and Ticket Manager Counselor, Intercollegiate Athletics Executive Assistant, Intercollegiate Athletics (This position is now filled by an unmarried person.) Two Photographers (game movies for department use)

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HONORS DAY, APRIL 7. --Chancellor Ransom reminded each Regent that April 7, 1962, is Honors Day at the Main University and that each Regent who is in Austin on that day is invited to sit on the platform at the Honors Day program.

ADJUSTMENTS IN SALARIES. --Two salary adjustments were authorized and these are reported in an addendum to the Chancellor's Amendments to the 1961-62 Budget on Page C-b-3.

INTERAGENCY CONTRACT BETWEEN THE UNIVERSITY OF TEXAS AND THE STATE HOSPITAL BOARD, CHILDREN'S PSYCHIATRIC UNIT. --Regent Robertson has requested that the interagency contract with the State Board of Hospitals and Special Schools for the operation of a Children's Psychiatric Unit at the Medical Branch be postponed until the Regents' meeting in Houston on March 8.

DEAN OF MEDICINE, MEDICAL BRANCH. --Chancellor Ransom was requested to instruct Doctor Truslow not to fill the position of Dean of Medicine (caused by resignation of Kenneth M. Earle) but to work out some other more compatible organization, possibly a combination of the duties of the Executive Dean and Director and the Dean of Medicine with one or more young associate or assistant deans.

REVISION OF GRAZING LEASE FORM. --The Grazing Lease Form as distributed at the December meeting with the Administration's recommendations to the Land and Investment Committee was approved. (A copy of this form is in the Secretary's Files, Volume IX, Page 157.)

QUARTERLY MEETINGS OF BOARD. --The feasibility of scheduling quarterly meetings of the Board will be discussed at an early meeting.

SENATE RESOLUTION NO. 29 RE PERMANENT FUNDS OF THE STATE OF TEXAS. --The following resolution was received by the Chairman and presented to the Board:

WHEREAS, The four major permanent funds of the State of Texas: The University of Texas Fund, the Permanent School Fund, the Teachers Retirement Fund and the Employees Retirement Fund have been working in excellent cooperation and harmony; and

WHEREAS, It is important that once each year a resume of activities of these funds be reported to the Senate of Texas; and

WHEREAS, We hereby ask that the Chairmen of the Boards of Trustees of each of these funds have an annual review of procedures and investments, supervised by a man with the qualifications similar to those of Mr. Knute E. Anderson from the Securities Exchange Commission in Washington, D. C., and that a copy be given to every member of the Senate. This Resolution is prepared in the interest of further promoting cooperation between the funds and also to apprise the Senate of the results obtained by the funds at the end of each calendar year;

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we therefore wish to heartily commend the four Chairmen of the Boards for the excellent progress made in past years; now, therefore, be it

RESOLVED, That this Resolution be in effect in future years until changed by the Senate.

/S/ Charles F. Herring
President Pro Tempore of the Senate

TRAVEL: VICE-CHANCELLOR J. C. DOLLEY. -- The following report was received from Chancellor Ransom, and Vice-Chancellor Dolley was excused from the meeting of the Board on Saturday, February 3:

"Vice-Chancellor Dolley has been invited by the University of California to participate in and address a conference sponsored by the University of California Institute of Industrial Relations on the investment program and policies of the public funds of the State of California. He will also attend hearings of The Joint Interim Committee of the California State Senate and Assembly on The Investment Policies of Public Employee Retirement Funds. The title of his address is, 'Investment Management of The University of Texas Endowment Fund.'

"The conference and hearing will require Dr. Dolley's absence from the University from February 3 through 11. Although this means he will have to miss the second day of the Regents' meeting, the Chancellor has approved the absence in view of the nature of the trip and the recognition of Dr. Dolley in the investment field. Dr. Dolley received his Ph. D. degree from the University of California, and it is understandable that his participation has been requested. The University of California will pay all routine travel expenses; nonroutine expenses, if any, have been authorized by the Chancellor for reimbursement from the Etter Estate Special Fund."

REPORTS OF STANDING COMMITTEES

Following the report of the Committee of the Whole, Chairman Hardie called on the respective chairmen for reports of the Standing Committees. (The Standing Committees met on Friday, February 2, 1962.)

REPORT OF EXECUTIVE COMMITTEE, DECEMBER 2, 1961-FEBRUARY 2, 1962 (See Pages E-1 through E-14, following Page 39 of the minutes.) -- Committee Chairman Heath presented the report of the Executive Committee, as set out on Pages E-1 through E-14. Every item recommended in the report had been furnished to each Regent either in the Material Supporting the Agenda or in separate

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memoranda with the exception of four emergency items and the revised recommendation regarding policies for preparing the 1963-65 Legislative Budget Requests. To these items Committee Chairman Heath called particular attention.

Adoption of Report. -- The report of the Executive Committee as presented and appended hereto was unanimously adopted upon motion of Vice-Chairman Heath, seconded by Regent Robertson. This report follows Page 39, and is a part, of the minutes.

REPORT OF THE ACADEMIC AND DEVELOPMENTAL AFFAIRS COMMITTEE (See Page 13 for adoption.). -- Committee Chairman McNeese presented the following report of the Academic and Developmental Affairs Committee:

Approval of Docket (Attachment No. 2). -- The Academic and Developmental Affairs Committee recommends that the Docket of Chancellor Ransom, January 15, 1962, (Attachment No. 2) be approved in the form as circulated to the Regents. It is attached hereto following Page L-19 and made a part of the minutes.

Director and Business Manager of Intercollegiate Athletics, 1962-63. -- It is recommended by the Academic and Developmental Affairs Committee that the Board approve the recommendation of President Smiley and Chancellor Ransom that effective September 1, 1962, Mr. Darrell K. Royal become Athletic Director in addition to his present duties as Head Football Coach and that for such period as he may perform the duties of both positions he be paid a salary of \$20,000 per year, and that Mr. Ed Olle resume his dual position of Business Manager and Assistant Athletic Director at a salary of \$14,000 per year on annual contract basis. This action will amend the recommendation of the Executive Committee, Page E-3, by changing the appointment of the Head Football Coach, Darrell K. Royal, at a salary rate of \$17,500 for twelve months only for the period January 1 through August 31, 1962. The salaries of Mr. Royal and Mr. Olle were approved by the Executive Committee at its meeting on February 2 subject to the Academic and Developmental Affairs Committee approving the policy change involved (Page E-10). Both of these items will be incorporated in the 1962-63 Budget for Intercollegiate Athletics, Auxiliary Enterprises, Main University

Policy re Bowl Games, Intercollegiate Athletics, Main University. -- The Academic and Developmental Affairs Committee received the report of the Intercollegiate Athletics Council regarding policy re bowl games and have taken it under advisement.

1960-61 Report of Campus Services, Inc., and Approval of Proposed Expenditures. -- Each Regent was furnished in the Material Supporting the Agenda a Report of Campus Services, Inc. This report included (1) amounts paid to and retained for the benefit of both the Main University and the Medical Branch, as of August 31, 1961; (2) expenditures for 1960-61, Main University,

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previously reported; (3) expenditures for 1961-62, Main University, previously reported; and (4) proposed expenditures for Main University for 1961-62. (A copy of the full report is in the Secretary's Files, Volume IX, Pages 160.)

It is recommended by the Academic and Developmental Affairs Committee that from the 1960-61 earnings of Campus Services, Inc., retained for Main University as of August 31, 1961, the following proposed expenditures be approved:

Lago Vista Economic and Educational Survey	\$ 750.00
Travel Expenses of Two Air Force Undergraduates to "Arms Control" Conference	157.00
Support of "Law Day"	500.00
Committee of Governing Boards	1,000.00

This leaves a reserve of \$3,051.85. It was, however, suggested that any and all funds available for expenditures should be cleared with the Board either by individual items or in the form of an annual budget.

The Rules and Regulations, Main University: Use of Title of Emeritus. -- The supporting material distributed prior to the meeting included a proposal of the Administration regarding the use of the title of Emeritus at the Main University.

The Academic and Developmental Affairs Committee recommends that the Board approve the recommendation, effective immediately, as presented and as set out below, with the understanding that the regulation will be included in the proper form in the revision of the Rules and Regulations for the Main University:

- (1) The Emeritus title has value and should be retained. It is the consensus that the title derives from academic titles and should, therefore, be originated by nominations from the appropriate Budget Councils. Such appointments should be effective upon retirement of the faculty member, and an appropriate certificate should be issued at the time of the Emeritus appointment.
- (2) The Emeritus title should be reserved to the ranks of Associate and Full Professor. (It is assumed that academic persons holding senior administrative positions would prefer upon retirement to be granted an Emeritus title appropriate to their professorial status rather than an Emeritus title attached to their administrative position.)
- (3) Emeriti should carry life tenure.
- (4) Persons already Emeriti at other institutions should not be eligible.

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- (5) A minimum length of service of ten years at The University of Texas should be set for eligibility.
- (6) Other faculty members who retire after ten or more years of service should be given other appropriate recognition.
- (7) Non-academic staff retiring after a period of loyal service should receive suitable administrative recognition.
- (8) The foregoing provisions are not intended to be retroactive.

Request for Approval of New Degree, Master of Comparative Jurisprudence (Deferred until April Meeting). -- The proposal from Main University, approved through academic and administrative channels, for the Board to approve for submission to the Texas Commission on Higher Education a request for the addition of a Degree of Master of Comparative Jurisprudence in the School of Law was considered at length. It is recommended by the committee that Dean Keeton be requested to prepare an explanation of this proposed degree for submission to the Board and that he be asked to appear before the Board with reference to this proposal at the April 1962 meeting.

Request for Departmentalization (Division of Three Academic Departments into Seven Separate Departments), Texas Western College. -- It is recommended by the Academic and Developmental Affairs Committee that President Ray's proposal, concurred in by the Chancellor, for the division of the

- (1) Department of History, Government, and Sociology;
- (2) Department of Philosophy and Psychology; and
- (3) Department of Economics and Business Administration,

at Texas Western College, into seven separate departments, one for each of the areas represented, be approved for submission to the Texas Commission on Higher Education. It is hoped that the effective date for the division of these departments can be September 1962. (The supporting material distributed to each Regent indicated among other things that the additional cost involved would not exceed \$9,500 and that departments organized on the basis of academic discipline may be more orderly controlled from the standpoint of course content.)

Request for Programs Leading to Master of Science Degrees in Physics and in Mathematics, Texas Western College. -- The Academic and Developmental Affairs Committee approved the proposal of President Ray, concurred in by Chancellor Ransom, that the Board authorize a request to the Texas Commission on Higher Education for approval of programs leading to the Master of Science degrees in Physics and in Mathematics at Texas Western College to be offered at such time as the conditions in each, as set out on the following page, have been met.

In Physics

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1. Offering of an upper level undergraduate course in thermodynamics and a graduate course in quantum mechanics extending over two semesters with six hours credit.
2. Expansion of graduate course offerings to include other topics in physics such as physics of the solid state, nuclear physics, etc.
3. Offering of supporting graduate courses in mathematics.
4. Addition of two staff members with the Ph. D. degree and with special knowledge of thermodynamics and quantum mechanics.
5. Having available the facilities of the Schellenger Laboratories for graduate studies in physics to work on their thesis problems.
6. Reduction of the course load of the faculty member participating in the graduate program.
7. Coordination of the Master's degree requirements with those of the Main University.

In Mathematics

1. Addition of about four mathematicians with the doctorate degree.
2. Addition of courses which stress the purely mathematical aspects in addition to the service courses for engineers, scientists, etc.
3. Lightening of the teaching load for faculty members participating in the graduate program.

The foregoing conditions were recommended by the Dean of the Graduate School and a committee composed of graduate faculty members from the Main University who visited Texas Western College to evaluate the proposed programs.

The specific degree requirements to be presented to the Commission will be submitted for Board approval at the April meeting.

Request for New Degree Plan under the Bachelor of Science in Education Degree to be Designated "Plan IV Mentally Retarded," Texas Western College. --It is recommended by the Academic and Developmental Affairs Committee that the Board approve President Ray's proposal, concurred in by Chancellor Ransom, to submit to the Texas Commission on Higher Education a request for a new degree program under the Bachelor of Science in Education degree to be designated "Plan IV Mentally Retarded."

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This program as proposed differs from the basic program in elementary education in only two respects (1) it requires 12 hours of education courses concerning Mental Retardation and (2) it fixes the total hours required for the degree at 132 semester hours instead of 123 semester hours.

Approval of Small Class Reports, Main University and Texas Western College, Fall Semester 1961-62. -- Each Regent was furnished in the Material Supporting the Agenda a report of the small classes at the Main University and at Texas Western College for the 1961 Fall Semester, together with analytical summaries. These reports list all undergraduate classes of less than ten students by head count and all graduate classes with less than five students by head count as of the twelfth class day of the semester.

The Academic and Developmental Affairs Committee recommends that these two reports be approved for submission to and filing with the Texas Commission on Higher Education in compliance with Senate Bill No. 1, 57th Legislature, First Called Session, 1961, Article IV, Special Provisions, Section 16.

The justification code used in preparing these reports is

1. Required course for graduation in one or more baccalaureate degree programs. The course is not offered each semester or term, and if cancelled, may affect date of graduation of those enrolled.
2. Required course for graduating seniors in one or more degree programs.
3. Required course for majors in this field and should be completed this semester (or term) to keep proper sequence in courses.
4. Course for which students pay a supplementary fee, and the usual requirements of class size are not considered applicable. (Example: Class Instruction in Applied Music or Applied Art.)
5. Limited laboratory facilities make it necessary to establish an additional section of this course.
6.
 - a. Course in a small department which offers the minimum number of courses consistent with the maintenance of a balanced departmental program.
 - b. Courses in a large department necessary to maintain a well-balanced departmental program.

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7. Graduate course that is required for completion of an advanced degree.
8.
 - a. Interdepartmental course meeting with the same course in another department.
 - b. Intradepartmental course meeting with another course in same department.
9. Adds, drops, and transfers in transit between departments and the Registrar's Office as of the twelfth class day.

Main University. -- The small classes in the report for Main University are listed in categories 1-4 and 6-9 inclusive, as set out above.

Texas Western College. -- The small classes in the report for Texas Western College are listed in the categories 1-4, 6a, 6b, and 8b, as set out above.

(Copies of these reports are in the Secretary's Files, Volume IX, Page 169.)

Progress Report re Alumni House. -- Attention of the Academic and Developmental Affairs Committee was directed to the proposal for an alumni house for The Ex-Students' Association as set out in the Administration's recommendations to the Buildings and Grounds Committee and which proposal was adopted as reflected on Page 14.

Texas Student Publications, Inc. -- The recommendations, and procedures re Texas Student Publications, Inc., were referred to the Committee of the Whole for consideration. See Page 3.

Department of Astronomy: Implementation of Recommendations Approved at December 1961 Meeting. -- A report of the implementation of the recommendations relating to the Department of Astronomy at the Main University, as adopted by the Board at its meeting on December 3, 1961, was deferred.

Adoption of Report. -- Regent McNeese moved approval of the foregoing report of the Academic and Developmental Affairs Committee and the recommendations contained therein. This motion was seconded by Regent Brenan and unanimously adopted.

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REPORT OF BUILDINGS AND GROUNDS COMMITTEE (See Page 27 for adoption.) -- Chairman Hardie laid before the meeting the following report of the Buildings and Grounds Committee as presented on Friday, February 2, 1962, to the Committee of the Whole by Committee Chairman Redditt. This report consisted of the Administration's recommendations as amended and four additional items not on the original agenda. The Administration's recommendations were submitted in the Material Supporting the Agenda and in supplementary material mailed before the meeting and/or distributed at the meeting.

Main University: Approval of Location of Alumni House and Authorization for Consulting Architect to Prepare Preliminary Plans. -- Pursuant to authorization by the Board of Regents, (Minutes, November 11, 1961, p. 4) discussions have been held between cognizant officials of the University and representatives of The Ex-Students' Association regarding location and other features of a proposed alumni house. Sketches of alternate locations and exterior designs were prepared by the Consulting Architects. The Executive Committee of The Ex-Students' Association, the Faculty Building Committee of the Main University, President J. R. Smiley, Comptroller Sparenberg, Vice-Chancellors Haskew and Dolley, and Chancellor Ransom are in agreement on the following recommendation:

That a new Lila B. Etter Alumni House be erected on the west side of San Jacinto Street, immediately south of present temporary Dormitory B (location and site development prospects shown by sketch to Buildings and Grounds Committee); that the house consist of approximately 10,000 square feet at an estimated cost of \$160,000; that \$110,000 of the cost of constructing, equipping, and landscaping the project be appropriated from the principal of the Etter Fund; and that the remainder of the funds be provided by The Ex-Students' Association. The building is to be constructed under the same regulations and procedures as those governing all other university construction projects and is to be the property of The University of Texas. Implicit in this recommendation is the conception that the area between Waller Creek and San Jacinto Boulevard will be transformed eventually into a parkway of scenic beauty and that the present temporary dormitories thereon should be removed at some future date, and that probably a major building will be erected eventually north of the Alumni House.

Although not directly involved in construction plans, certain considerations underlying the foregoing recommendations are herewith made a matter of record. It is understood that the Board of Regents will execute an agreement with The Ex-Students' Association which will provide that the Association will be the sole occupant of the Alumni House for a period of at least 25 years; that the Association will pay all costs of operating and maintaining the facilities in good condition; that The Ex-Students' Association will furnish and equip the house, retaining title to movable furnishings and equipment purchased by it; and that The Ex-Students' Association will

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deliver to the Board of Regents an average sum of \$5,000 per year for 22 years (not less than \$4,000.00 in any one year), which funds may be used by the Board of Regents for developmental expenses, provided that expenditures approved by the President of the Main University for repairs of the house will be credited toward the annual payment of \$5,000. At time of construction, the University will provide the usual connections to water, electrical, and sewer utilities; but it is specifically understood that the University is not to supply chilled water or steam or to be responsible for air-conditioning services to the house, and that all utility connections and extensions within 50 feet of the house shall be paid for from the construction project funds, as usual.

The Ex-Students' Association Executive Council will meet on February 2, 1962. It is further recommended that, contingent upon ratification of the foregoing recommendations and conditions by the Executive Council of The Ex-Students' Association, and also upon statement by the Executive Council that it assumes responsibility for providing the remainder of the construction funds necessary, the Consulting Architects be directed to proceed with preparations of preliminary plans and outline specifications for the Alumni House at an estimated cost of \$160,000, and that the President of the Main University be empowered to name two persons selected by the Executive Committee of The Ex-Students' Association to the customary project committee for the Lila B. Etter Alumni House.

Main University: Approval of Final Plans and Specifications for Addition to Law School Building (Townes Hall). -- In accordance with authorization given by the Regents at the meeting held May 13, 1961, the Associate Architect, Mark Lemmon, has prepared the working drawings and specifications for the Addition to the Law School Building at the Main University. These final plans and specifications have been approved by the Consulting Architect, Jessen, Jessen, Millhouse, and Greeven, Dean of the Law School, Main University Faculty Building Committee, President Smiley, Comptroller Sparenberg, and Chancellor Ransom.

It is recommended that the plans and specifications be approved by the Board and that authorization be given to Comptroller Sparenberg to advertise for bids to be presented to the Board for consideration at a later meeting.

It is further understood that bids on this project will be received on March 6, 1962, in Austin and will be presented to the Board for consideration and possible contract award at the meeting to be held in Houston on March 8, 1962.*

Main University: Sale of University Club Property. -- The Board of Regents approved the sale of the University Club

* Amendment to Administration's recommendations

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property located at 2304 San Antonio Street to the Pi Beta Phi Sorority for a total of \$37,000 cash. This action was taken on September 30, 1961.

Mrs. John H. Chiles, representing Pi Beta Phi Sorority, was notified on October 5, 1961, that the sale was approved. Certain delays were encountered in satisfying the legal requirements, and we were unable to close the sale of the property prior to the fire which occurred on December 16, 1961.

The building suffered extensive damage from a fire that started upstairs about 2:50 p.m. on December 16, 1961. There was no apparent reason for the fire. The electricity and gas had been disconnected for several weeks. Investigation indicates that the fire could have been occasioned only by unknown and unauthorized persons trespassing on the property.

Bids were sought from eight different firms for the sale and removal of the damaged house. A bid was received from Franks and Hobbs, Incorporated, offering to remove the building and pay the University \$166.50. A bid was received from M. S. O'Bannon offering to remove the building if the University would pay him \$740 for the removal. One other bid was received too late to be considered. This bid was from Mr. Wallace Leursen and was returned unopened.

Renegotiation conferences have been conducted with the Pi Beta Phi Sorority representatives, and they have made a firm offer of \$34,000 with the request that The University of Texas have the building removed and clear the property. The \$34,000 is the same amount as the original offer from this group. Since the building has no practical use to the University or to Pi Beta Phi, it is recommended that authorization be given to close the sale to Pi Beta Phi Sorority for \$34,000 cash.

It is further recommended that the Main University Business Manager be authorized to sign a contract with Franks and Hobbs, Incorporated, for the sale and removal of the University Club building. The University will receive \$166.50 from Franks and Hobbs, Incorporated, from this contract.

These recommendations are made after giving consideration to the appraisals that were rendered on this property. Mr. Legge had originally appraised the property at \$41,300, of which \$18,000 was the appraised value of the land. Mr. Ted Wendlandt had appraised the property at \$34,000; and Mr. Frank Knight had appraised it at \$32,500. All of these appraisals were made prior to the fire. It is felt that the \$34,000 offered represents a very good price for the land. Immediate award of a contract to Franks and Hobbs, Inc., to demolish and remove the building is recommended since it represents a public hazard at the present time.

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Main University: Approval of Specifications for Furniture and Furnishings for Drama Building. --In order that the furniture and furnishings will be available for installation when the Drama Building at the Main University is completed, specifications for these items have been prepared by Architects Moore and Burnett, members of the staff of the Comptroller's Office. It is now estimated that the Drama Building will be completed some time during the month of May, 1962; and the Drama Department has made a strong plea that every effort be made to have the furniture and furnishings installed as soon as possible after that, in order that the move into the new quarters may be made soon after the completion of the building. There is no Board meeting scheduled until the latter part of April, and if the contract award for this furniture is not made until that time, it probably cannot be delivered until July or August; whereas, if the contract award is made during the month of March, the furniture probably can be delivered in June.***

It is believed that the items included in these specifications will not exceed \$26,000.00, the amount estimated for movable furniture and furnishings in this building, which amount is available in the allotment account for the project. These specifications have been approved by the Chairman of the Department of Drama, President Smiley, and Comptroller Sparenberg. It is recommended that they (the specifications for the furniture and furnishings) be approved by the Board and that authorization be given to the Comptroller to advertise for bids, with authority to a Committee, consisting of Regent Heath, Chancellor Ransom, Comptroller Sparenberg, and President Smiley, to award a contract for the furniture and furnishings after receipt of bids, not to exceed the amount of \$26,000.00 allotted for this purpose.**

Main University: Additional Appropriation for Specialized Equipment for Drama Building. --At the time bids were taken on the Drama Building at the Main University, a deductive alternate on the electrical contract was included, covering a winch system for the rehearsal area in the building. The bids received on this alternate were higher than had been contemplated, and the deductive alternate was accepted, since it was believed that the system could be obtained later at a lower cost. Estimates have now been received from the Chairman of the Drama Department for this winch system and other equipment needed when the building is complete. Although the estimate for the winch system is considerably under the bids received at the time the construction contracts were awarded, the total of the estimates for this system and other equipment needed exceed the amount remaining in the allotment account for the project after the estimated amount for furniture and furnishings is deducted. In order that this building may be well equipped initially for instructional purposes of the Drama Department, it is recommended that an additional appropriation of \$35,000.00

*** Additional recommendations by Administration

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be made to the Allotment Account for this project, with authorization to Comptroller Sparenberg to issue requisitions and change orders within the amount available for the winch system and other equipment requested by Dr. Winship, Chairman of the Drama Department. It is further recommended that this \$35,000.00 come from the Available University Fund Account No. 85-0239-0000 - New Building Construction, Utilities Expansion, and Air Conditioning Projects - Unallocated.

Southwestern Medical School: Approval of Preliminary Plans for Danciger Research Laboratories Building and Appointment of Associate Architect. -- At the Regents' Meeting held November 11, 1961, authorization was given for the Consulting Architect to proceed with the preparation of preliminary plans and outline specifications for the Danciger Research Laboratories Building at Southwestern Medical School, with the hope that an award would soon be received from the United States Public Health Service in the amount of \$1,000,000.00, which, together with the grants made by the Dan Danciger Fund and the Southwestern Medical Foundation, would provide the necessary funds for the building. This grant award has now been received, and the preliminary plans have been completed by the Consulting Architect, Jessen, Jessen, Millhouse, and Greeven.

These plans have been approved by the Southwestern Medical School Building Committee, Dean Gill of Southwestern Medical School, Comptroller Sparenberg, and Chancellor Ransom; and it is recommended that they be approved by the Board, and that an Associate Architect be appointed with authorization to proceed with the preparation of working drawings and specifications, based on the approved preliminary plans. Attention is called to the fact that the grant award from the U. S. Public Health Service is predicated on the assumption that contract awards for this building will be made not later than December 31, 1962.

It is further recommended that the Board pass a resolution authorizing the Comptroller to request the Dan Danciger Foundation and the Southwestern Medical Foundation to turn over to the University by June 1, 1962, the funds which have been pledged by these Foundations for the construction of the Danciger Research Laboratories Building.*

A joint recommendation of the Comptroller and the Consulting Architect in regard to the selection of an Associate Architect was submitted with these recommendations. It is recommended by the Buildings and Grounds Committee that Harper and Kemp, Dallas, Texas, be appointed as Associate Architect.*

* Amendment to Administration's recommendations

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Medical Branch: Approval of Preliminary Plans for Repair and Remodeling of Keiller Building. Appointment of Associate Architect, and Additional Appropriation Therefor. -- At the Regents' Meeting held October 3, 1959, an appropriation of \$300,000.00 was made from the Available University Fund for the Repair and Remodeling of the Keiller Building at the Medical Branch, with authorization to the Consulting Architect to proceed with the preparation of preliminary plans and outline specifications. Since that time the scope of the project has been enlarged considerably due to requests from Dr. Truslow and others at the Medical Branch, and an application was made to United States Public Health Service for a Health Research Facilities Grant in the amount of \$281,832.00. This grant has now been approved for this amount, with \$46,960.00 to be used for Movable Equipment only, and the balance to be used for construction and built-in equipment. The preliminary plans as prepared by the Consulting Architect, Jessen, Jessen, Millhouse, and Greeven, upon request of the Medical Branch, which have been approved by the Medical Branch Building Committee, Dr. Truslow, Comptroller Sparenberg, and Chancellor Ransom, involve a construction cost, excluding movable furniture and equipment, of approximately \$785,000.00. In order to have sufficient funds to cover this cost, it will be necessary to have an additional appropriation of \$250,000.00. It is, therefore, recommended that the preliminary plans and outline specifications for the Repair and Remodeling of Keiller Building at the Medical Branch as prepared by the Consulting Architect be approved by the Board, and that an additional appropriation of \$250,000.00 be made for this project, to come from the Available University Fund Account No. 85-0239-0000 - New Building Construction, Utilities Expansion, and Air Conditioning Projects - Unallocated.

It is further recommended that an Associate Architect be appointed with authorization to proceed with the preparation of working drawings and specifications based on the approved preliminary plans, not to exceed a total construction cost, exclusive of movable furniture and equipment, of \$785,000.00.

A joint recommendation of the Comptroller and the Consulting Architect in regard to the selection of an Associate Architect was submitted with these recommendations. It is recommended by the Buildings and Grounds Committee that Thomas M. Price, Galveston, Texas, be appointed as Associate Architect.*

Medical Branch: Approval of Preliminary Plans for Two Low-Cost Buildings for Surgical Research Laboratories and Physical Plant Storage and Appointment of Associate Architect. -- At the Regents' Meeting held July 22, 1961, an appropriation of \$300,000.00 was made from Permanent University Fund Bond

* Amendment to Administration's recommendations

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Proceeds to cover the construction of a Low-Cost Building to House Certain Research, Laboratory, and Storage Areas, with authorization to the Consulting Architect to prepare preliminary plans and outline specifications for this building. As the preliminary plans progressed, various changes in the original ideas were deemed desirable by Dr. Truslow and others at the Medical Branch. At this time, preliminary plans have been prepared by the Consulting Architect for two Low-Cost Buildings, one to house the Surgical Research Laboratories and one for Physical Plant Storage, both in the vicinity of the existing General Stores Building.

These preliminary plans and outline specifications have been approved by the Medical Branch Building Committee, Dr. Truslow, Comptroller Sparenberg, and Chancellor Ransom; and it is recommended that they be approved by the Board and that an Associate Architect be appointed with authorization to proceed with the preparation of working drawings and specifications. It is further recommended that a Committee, consisting of Regent Heath, Chancellor Ransom, Comptroller Sparenberg, and Dr. Truslow, be authorized to approve the final plans and specifications when they have been prepared, that Comptroller Sparenberg be authorized to advertise for bids after approval of the plans and specifications, and that the Executive Committee of the Board be authorized to award a contract or contracts after receipt of bids, within the amount of money available for this project.*

A joint recommendation of the Comptroller and the Consulting Architect in regard to the selection of an Associate Architect was submitted with these recommendations. It is recommended by the Buildings and Grounds Committee that Raymond R. Rapp, Jr., Galveston, Texas, be appointed as Associate Architect.*

Medical Branch: Approval of Remodeling in Connection with Proposed Clinical Research Center (Ward 4-C). -- At the Regents' Meeting held July 22, 1961, authorization was given to remodel Ward 4-C of John Sealy Hospital at the Medical Branch at an estimated cost of \$40,000.00, the money needed to come from The Sealy and Smith Foundation. After further study, it has been decided by Dr. Truslow and others at the Medical Branch that the use of Ward 4-C in connection with a proposed Clinical Research Center would be a better utilization of the space. Accordingly, an application has been made to the United States Public Health Service for a grant to establish a Clinical Research Center, this application including approximately \$72,000.00 of remodeling for Ward 4-C, and approval of this application by the Board is hereby requested. It is to be further understood that should this application be rejected, the original remodeling contemplated for Ward 4-C will be performed. New furniture

* Amendment to Administration's recommendations

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which has already been ordered for Ward 4-C, which was to be used in connection with the original remodeling contemplated, will be used for other wards now being remodeled if the application referred to above is approved by the United States Public Health Service.

Medical Branch: Report of Grant of Hill-Burton Funds for Fourth, Fifth, and Sixth Floors of Outpatient-Clinical Diagnostic Building. -- In accordance with authorization given by the Board at the meeting held July 22, 1961, an application was made through the State Board of Health for a matching grant of \$805,000.00 of Hill-Burton funds to assist in the construction of the proposed fourth, fifth, and sixth floors of the new Outpatient-Clinical Diagnostic Building at the Medical Branch. (Authorization was for \$900,000.00). Word has now been received that this application has been approved in the amount of \$805,000.00. Action is still pending on the application to the United States Public Health Service, Health Research Facilities Branch, for additional funds for this project, and therefore no further action is requested at this time. This report is being made for information only.

Medical Branch: Authorization for Consulting Architect to Proceed with Preparation of Preliminary Plans for Remodeling of Psycho II and III Building. -- At the Regents' Meeting held September 30, 1961, authorization was obtained to file an application in the amount of \$105,000.00 through the State Board of Health for matching Hill-Burton funds for Remodeling of Psycho II and III Building. It was contemplated that, if approval of this grant was received, the additional money needed (estimated to be \$180,740.00) would be requested from The Sealy and Smith Foundation. Word has now been received that, due to the limited Category "C" funds available, action has been deferred on this application for Hill-Burton funds, but that the application will remain active and will be considered by the Board of Health when additional funds are available. In order that this remodeling may be completed within a short period of time after receipt of the grant, should the application be approved at a later date, it is recommended that authorization be given for the Consulting Architect to proceed with the preparation of preliminary plans and outline specifications for Remodeling of Psycho II and III Building, with the funds needed to pay for these services to come from the Medical Branch General Funds Unappropriated Balance. It is understood that should this project be carried to completion, this advance will be repaid from grant funds available for this project.*

M. D. Anderson Hospital and Tumor Institute: Approval of Remodeling in Connection with Extension of Radiotherapy Research Center. -- An application was made to the National Cancer Institute of the United States Public Health Service sometime ago for funds

* Amendment to Administration's recommendations

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for the "Extension of Radiotherapy Research Center" at the M. D. Anderson Hospital and Tumor Institute, and it is now anticipated that this grant will be awarded in the near future. Included in the application was a request for \$87,600.00 to cover certain remodeling necessary to carry out this project. The exact amount to be included in the grant award for this purpose has not been established, but in no case will it be less than \$50,000.00, according to Mr. Boyd, Administrator of M. D. Anderson Hospital. The remodeling requested is as follows:

1. Some temporary staff offices located in the ground floor supervoltage area, left open when this area was constructed for addition of a room to house a Cobalt-60 machine, to be moved to the second floor, and four of the therapy rooms on this floor to be torn out to provide space for these offices, all at an estimated cost of \$48,000.00.
2. Construction of a room on the ground floor to house the new Cobalt-60 machine in the area vacated by the temporary offices, at an estimated cost of \$27,600.00.
3. Remodel a part of the physics laboratory in the basement radiotherapy area to house a simulator unit, at an estimated cost of \$12,000.00.

In order to be able to proceed at once with this remodeling when notice of the grant award is received, the following recommendations are made:

That the firm of MacKie and Kamrath, Architects, be authorized to furnish the architectural services necessary to accomplish this remodeling, including plans, specifications, and supervision, at a fee of 6% of the cost.

That the Board of Regents approve the appointment of a Committee consisting of Dr. R. Lee Clark, Jr., Comptroller Sparenberg, Chancellor Ransom, and Regent W. W. Heath to approve the plans and specifications when completed.

That, after approval of the plans and specifications, the Comptroller be authorized to advertise for bids and the above named Committee be authorized to make an award of a contract based on the lowest acceptable bid.

That the total cost of the Remodeling project be approved not to exceed \$100,000.00, with the funds being provided from the anticipated grant award and from the General Funds Unappropriated Surplus of

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M. D. Anderson Hospital and Tumor Institute. In no event is the appropriation from Unappropriated Surplus to exceed \$50,000.00.

Should the grant award not be made as expected, it is recommended that the Architects be paid for the work accomplished to the date that notification is received of non-award of the grant, and that the project be dropped until other financing can be arranged.

Main University: Award of Contract for Modernization and Remodeling of Waggener Hall, Garrison Hall, and Chemical Engineering Building. --In accordance with authorization given by the Regents at the meeting held December 2, 1961, bids were called for on the Modernization and Remodeling of Waggener Hall, Garrison Hall, and Chemical Engineering Building at the Main University, and were opened and tabulated on January 25, 1962, as shown on Page 28. After careful consideration of these bids, it is the recommendation of the Engineer, Bernard Johnson and Associates, President Smiley, Comptroller Sparenberg, and Chancellor Ransom that award of a contract be made to the low bidder, Har-Con Engineering, Inc., of Houston, Texas, as follows:

Lump Sum Bid for Three Buildings (Waggener Hall, Garrison Hall, and Chemical Engineering Building)	\$423,000.00
Add Alternates:	
Waggener Hall	
No. 1A	9,500.00
Garrison Hall	
No. 1B	7,500.00
No. 3	17,500.00
No. 4	1,900.00
Chemical Engineering Building	
No. 1C	<u>2,800.00</u>
 Total Recommended Contract award	 <u><u>\$462,200.00</u></u>

At the Regents' Meeting held September 30, 1961, approval was given for an appropriation of \$40,000.00 to be made from the account for Major Repair and Rehabilitation Projects at the Main University for the Installation of an Elevator in Garrison Hall. It was decided to incorporate this elevator in the specifications for the Modernization and Remodeling of this building and take an alternate bid therefor. Since the acceptance of Alternate No. 3, which covers the installation of the elevator in Garrison Hall, is recommended, it is further recommended that the \$40,000.00 in Account No. 85-9038-0115 - Garrison Hall - Installation of Elevator be transferred to Account No. 85-9021-0099 - Modernization and Remodeling of Certain Specific Existing Buildings - Allotment Account to be used in setting up the contract award as recommended above. The recommended contract award is within

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the funds available for this phase of the whole modernization and remodeling project.

Main University: Award of Contracts for Addition to Gregory Gymnasium. --In accordance with authorization given by the Regents at the meeting held December 2, 1961, bids were called for on the Addition to Gregory Gymnasium at the Main University, and were opened and tabulated on January 23, 1962, as shown on Page 29. After careful consideration of these bids, it is the recommendation of the Consulting Architect, Jessen, Jessen, Millhouse, and Greeven, the Associate Architect, Wilson, Morris, Crain, and Anderson, President Smiley, Comptroller Sparenberg, and Chancellor Ransom that award of the contracts be made, on the basis of the base bids, to the low bidders, as follows:

General Contract	
John J. Stokes, General Contractor, (D. B. A Stokes Construction Company) San Marcos, Texas	\$1,118,811.00
Electrical Contract	
Wortham Electric Company, Fort Worth, Texas	149,950.00
Plumbing Contract	
V. R. Wattinger Plumbing Company, Austin, Texas	110,540.00
Heating, Ventilating, and Air Conditioning Contract	
R. C. Davis, Inc., Austin, Texas	<u>256,000.00</u>
Total Recommended Contract Awards	<u>\$1,635,301.00</u>

These recommended contract awards exceed by about \$50,000.00 the amount available in the project for the construction contracts. Since the Intercollegiate Athletics Department is benefiting from this addition by having new offices constructed for the Director of Athletics, business office, coaches, secretarial staff, etc., and as yet no funds have been requested from the Athletic Council, it is hereby recommended by President Smiley, Comptroller Sparenberg, and Chancellor Ransom, which recommendation is concurred in by the Athletic Council, that the sum of \$50,000.00 be transferred from the General Account of the Athletic Council to the Allotment Account for this project, to cover the excess on the construction contracts plus Architects' Fees thereon, in order that contract awards may be made as recommended above. It is to be understood that when the construction and equipping of this building has been completed, any balance remaining of this \$50,000.00 shall be refunded to the Athletic Council.

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Medical Branch: Award of Contract for New Outpatient-Clinical Diagnostic Building. --In accordance with authorization given by the Regents at the meeting held December 2, 1961, bids were called for on the New Outpatient-Clinical Diagnostic Building at the Medical Branch, and were opened and tabulated on January 18, 1962, as shown on Page 32. After careful consideration of these bids, it is the recommendation of the Consulting Architect, Jessen, Jessen, Millhouse, and Greeven, the Associate Architect, Pierce, and Pierce, Dr. Truslow, Comptroller Sparenberg, and Chancellor Ransom that award of a contract be made to the low bidder, Spaw-Glass, Inc., of Houston, Texas, as follows:

Base Bid	\$2,655,000.00
Add Alternate No. 2	2,250.00
Add Alternate No. 3	<u>1,470.00</u>

Total Recommended Contract	<u>\$2,658,720.00</u>
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This recommended contract award is within the amount of money available for the construction of this building.

Since Hill-Burton funds are being used on this project, the following resolution is to be adopted by the Board of Regents for submission to the Hospital Services Division, Texas State Department of Health:

The representative of the Hospital Services Division, Texas State Department of Health, has informed us that a contract for the construction of our New Outpatient-Clinical Diagnostic Building project cannot be signed until after Part 4, Project Construction Application, is signed by the Surgeon General.

It is the intent of this Board to award the contract to the low bidder on this project in the amount of \$2,658,720.00, on the basis of the Base Bid plus Alternates Nos. 2 and 3, as soon as Part 4, Project Construction Application, based on the figures reflected in the attached low bid and other necessary hospital costs, is approved by the Surgeon General.

Since the regulations in regard to the use of Hill-Burton funds do not allow the placing of a Contingency Allowance within the contract, it is further recommended that an amount of \$30,000.00 be approved by the Board for use as a Contingency Allowance, the Comptroller having the authority, as usual, to sign change orders to the contract not to exceed this amount, plus Architects' Fees thereon.

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It is further recommended that, if final decision is made later to add floors four, five, and six to this building, the alternates listed below be accepted:

Deductive Alternate No. 6A	
Roof Modification	-\$23,000.00

Additive Alternate No. 6B	
Roof Dry-In	/\$ 6,500.00

According to the specifications, these alternates can be accepted within 90 days from the execution of the general contract.

Medical Branch: Appropriation for Re-routing Electrical Lines and Telephone Lines Caused by Construction of New Outpatient-Clinical Diagnostic Building. -- The foregoing item includes a recommendation for a contract award for building the New Outpatient-Clinical Diagnostic Building. If this recommendation is approved, certain electric lines, street lighting standards, and telephone lines will have to be re-routed and re-located. Information gathered by the Physical Plant staff and the Business Manager of the Medical Branch from the Houston Lighting and Power Company, the Telephone Company, and other sources indicates an estimated maximum cost of \$45,000.00 for re-locating the electrical utilities involved and a maximum cost of \$10,000.00 for re-locating telephone lines, etc.

It is recommended by the Business Manager of the Medical Branch and the Comptroller's Office that a total amount of \$55,000.00 be appropriated from the Allotment Account for the New Outpatient-Clinical Diagnostic Building to cover this work. It is contemplated that approximately \$27,000.00 of this work will be done by the Houston Lighting and Power Company on the basis of direct cost of labor and materials, that approximately \$9,500.00 of this work will be done by the Telephone Company, and that the balance of the work will be handled either on the basis of change orders approved by the Comptroller or on small outside contracts on which competitive bids will be taken. It is further recommended that whatever plans and specifications are necessary for this work be prepared by the Physical Plant staff of the Medical Branch, subject to the approval of the Comptroller's Office, and that all contract awards be subject to the approval of the Comptroller's Office.**

Texas Western College: Purchase of Certain Lots Contiguous to Campus. -- At the last session of the Legislature, a statute was passed authorizing Texas Western College to acquire land contiguous to the land already owned by the College. Negotiations have been going forward for acquisition of various parcels of this

** Item not on original agenda

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land. An offer to sell Lots 4, 5, 6, and 7 of Block 84 of the Alexander Addition for a price of \$2,400.00 has now been received from the Estate of Luis R. Lay, providing the College handles free of charge to the Estate whatever transactions may be necessary to the clearing of the title and the closing of the sale. The Land Planning, Acquisition, and Development Committee of Texas Western College has considered this offer and has agreed unanimously that the \$2,400.00 total for these four lots is an excellent price and the purchase should be made forthwith.

It is recommended that this purchase be made, with the funds needed to come either from Texas Western College General Funds or Cotton Estate Funds and that the University Attorney, Mr. Waldrep, be authorized to prepare whatever legal documents are necessary to accomplish this purchase. **

Texas Western College: Bids on Housing for Married Students and Dormitory for Men. -- At the Regents' Meeting held December 2, 1961, authorization was given to the Executive Committee of the Board to award a contract for the Housing for Married Students and Dormitory for Men at Texas Western College after receipt of bids. The bids which were received on December 5, 1961, were well over the \$1,000,000.00 authorized for the project, and a recommendation was sent to the Executive Committee on December 21, 1961, by the University administration that all bids be rejected and that the Associate Architect, Nesmith and Lane, be instructed to re-do the working drawings and specifications in such a way as to try to come within the \$1,000,000.00 available, and that the Comptroller be authorized to call for bids again after the revised plans and specifications have been approved by the proper officials.

This item was re-referred from the Executive Committee to the Buildings and Grounds Committee. (See Page E-10.)

It is hereby recommended that the recommendation of the University administration as set out above be approved by the Board.

Texas Western College: Authorization to Grant Easement to Mountain States Telephone and Telegraph Company and El Paso Electric Company (Strips in or adjacent to Blocks 187, 189, 190, and 210 Alexander Addition). -- The City of El Paso has been requested by Texas Western College to close certain streets and alleys within the College Campus, and because of this, an easement has been requested by Mountain States Telephone and Telegraph Company and El Paso Electric Company in order that proper service can continue to be given to the college, et al. An easement has been prepared by the utility companies covering rights-of-way for telephone, telegraph, and electric power lines across the strips above indicated as set out in the easement and sent to the University for approval. It is recommended that the Board grant this easement, subject to its approval by Chairman Hardie, Attorney Waldrep, and Comptroller Sparenberg. **

Adoption of Report. -- It was moved by Regent McNeese, seconded by Regent Brenan, and unanimously adopted that the foregoing report of the Buildings and Grounds Committee be approved.

** Item not on original agenda

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AIR CONDITIONING AND REMODELING WAGGENER HALL,
GARRISON HALL, AND CHEMICAL ENGINEERING BUILDING
MAIN UNIVERSITY OF THE UNIVERSITY OF TEXAS
AUSTIN, TEXAS

Bids Opened: 2:30 P. M., Thursday, January 25, 1962

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Contractor	WAGGENER HALL			GARRISON HALL				
	Base Bid	Alternate No. 1A Add	Alternate No. 2A Deduct	Base Bid	Alternate No. 1B Add	Alternate No. 2B Deduct	Alternate No. 3 Add	Alternate No. 4 Add
J. M. Boyer, Mechanical Contractor Austin, Texas	\$176,464.00	\$ 6,675.00	\$ 635.00	\$180,683.00	\$ 6,554.00	\$ 700.00	\$20,300.00	\$1,950.00
R. O. Davis, Inc. Austin, Texas	--	13,200.00	1,500.00	--	11,200.00	1,500.00	21,600.00	1,500.00
Har-Con Engineering, Inc. Houston, Texas	--	9,500.00	700.00	--	7,500.00	700.00	17,500.00	1,900.00
Porter Plumbing & Heating Co. Austin, Texas	--	7,284.00	630.00	--	8,949.00	625.00	21,671.00	1,943.00
Way Engineering Co., Inc. Austin, Texas	190,000.00	8,950.00	1,800.00	220,000.00	6,245.00	1,600.00	19,800.00	1,700.00

CHEMICAL ENGINEERING
BUILDING

Contractor	Base Bid	Alternate No. 1C Add	Lump Sum Bid for 3 Buildings
J. M. Boyer, Mechanical Contractor Austin, Texas	\$ 91,360.00	\$ 727.00	\$437,526.00
R. O. Davis, Inc. Austin, Texas	--	1,800.00	466,000.00
Har-Con Engineering, Inc. Houston, Texas	--	2,800.00	423,000.00
Porter Plumbing & Heating Co. Austin, Texas	--	2,615.00	486,944.00
Way Engineering Company, Inc. Austin, Texas	170,000.00	750.00	429,000.00

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All bidders submitted with their bids a bidder's bond in the amount of 5% of the total bid.

ADDITION TO GREGORY GYMNASIUM
 MAIN UNIVERSITY OF THE UNIVERSITY OF TEXAS
 AUSTIN, TEXAS

Bids Opened: 2:30 P. M., Tuesday, January 23, 1962

GENERAL CONTRACT

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate No. G-1 (Omit Elevator) Deduct</u>
J. C. Evans Construction Co., Inc. Austin, Texas	\$1,221,968.00	\$8,400.00
R. G. Farrell Company Odessa, Texas	1,166,250.00	8,800.00
Archie C. Fitzgerald, General Contractor Austin, Texas	1,282,300.00	9,000.00
Thomas Hinderer Austin, Texas	1,190,950.00	9,000.00
Le Blanc, Inc. Houston, Texas	1,165,711.00	9,000.00
B. L. McGee Construction Co. Austin, Texas	1,137,000.00	9,000.00
John J. Stokes-General Contractor San Marcos, Texas	1,118,811.00	9,200.00
Warrior Constructors, Inc. Houston, Texas	1,202,959.00	9,776.00
C. D. Yarbrough Construction Co. Austin, Texas	1,183,000.00	9,000.00

All bidders submitted with their bids a bidder's bond in the amount of 5% of the total bid.

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BIDS ON ADDITION TO GREGORY GYMNASIUM (CONTINUED)

ELECTRICAL CONTRACT

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate No. E-1 (Omit Elevator) Add</u>	<u>Alternate No. E-2 (Replace Exist- ing Panel) Add</u>
Alder Electric Company San Antonio, Texas	\$153,440.00	\$230.00	\$3,000.00
O. H. Cummins Electric Co. Austin, Texas	167,940.00	143.00	3,280.00
Delta Electric Construction Company, Inc. San Antonio, Texas	168,000.00	160.00	2,700.00
R. G. Farrell Company Odessa, Texas	174,938.00	100.00	1,600.00
Grimes Electric Co. of Austin, Inc. Austin, Texas	152,295.00	100.00	2,786.00
W. K. Jennings Electric Company, Inc. Austin, Texas	164,815.00	115.00	2,190.00
Dean Johnston, Inc. Austin, Texas	166,474.00	97.00	2,600.00
Seco Smith Electric Co., Inc. Austin, Texas	159,750.00	165.00	2,460.00
Walter A. Tew Electric Austin, Texas	158,473.00	90.00	3,087.00
Wortham Electric Company Fort Worth, Texas	149,950.00	100.00	2,750.00

All bidders submitted with their bids a bidder's bond in the amount of 5% of the total bid.

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BIDS ON ADDITION TO GREGORY GYMNASIUM (CONTINUED)

2-05-02

Contractor	HEATING, VENTILATING, AND AIR CONDITIONING CONTRACT Base Bid	PLUMBING CONTRACT		COMBINATION PLUMBING, HEATING, VENTILATING AND AIR CONDITIONING CONTRACT	
		Base Bid	Alternate No. P-1 (Omit Elevator) Add	Base Bid	Alternate No. M-P-1 (Omit Elevator) Add
Air Conditioning, Inc. Austin, Texas	\$264,400.00	\$ --	\$ --	\$ --	\$ --
H. L. Arnold Company, Inc. Austin, Texas	259,986.00	--	--	--	--
J. M. Boyer, Mechanical Contractor Austin, Texas	264,528.00	--	--	378,859.00	470.00
R. O. Davis, Inc. Austin, Texas	256,000.00	--	--	--	--
R. G. Farrell Company Odessa, Texas	263,000.00	--	--	372,500.00	250.00
Fox-Schmidt Austin, Texas	--	124,652.00	379.00	--	--
Porter Plumbing and Heating Co. Austin, Texas	276,800.00	128,616.00	390.00	397,425.00	390.00
C. G. Puryear Austin, Texas	--	131,200.00	200.00	--	--
Strandtmann Air Conditioning Co. Austin, Texas	284,597.00	--	--	--	--
V. R. Wattinger Plumbing Co. Austin, Texas	--	110,540.00	500.00	--	--
Way Engineering Company, Inc. Austin, Texas	258,800.00	--	--	378,800.00	198.00
Young and Pratt Austin, Texas	290,800.00	--	--	--	--

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OUTPATIENT-CLINICAL DIAGNOSTIC BUILDING
THE UNIVERSITY OF TEXAS MEDICAL BRANCH, GALVESTON, TEXAS

Bids Opened in Office of the Comptroller
The University of Texas, Austin, Texas
2:30 P. M., Thursday, January 18, 1962

Contractor	Base Bid	Alt. No. 1 (Concrete Steps) Deduct	Alt. No. 2 (Mail Chute) Add	Alt. No. 3 (Vinyl Tile) Add	Alt. No. 4 (Wall Covering)	Alt. No. 5 (Steel Shelves) Deduct	Alt. No. 6A (Roof Modi- fication) Deduct	Alt. No. 6B (Roof Dry- In) Add	Alt. No. 7 (Sound Atten.) Deduct
Acco Construction Co. Dallas, Texas	\$2,747,777.00	\$3,804.00	\$1,750.00	\$2,632.00	-\$10,360.00	\$ 1,000.00	\$24,529.00	\$3,900.00	\$19,000.00
Baxter Construction Co., Inc. Houston, Texas	2,730,000.00	6,300.00	2,800.00	2,570.00	-3,700.00	37,500.00	20,000.00	4,000.00	17,500.00
Fisher Construction Co. Houston, Texas	2,738,000.00	6,330.00	2,300.00	2,500.00	-9,400.00	500.00	19,300.00	4,000.00	17,500.00
Johnson, Drake & Piper, Inc. Houston, Texas	2,748,000.00	6,000.00	2,500.00	2,500.00	-9,500.00	39,000.00	27,500.00	4,000.00	18,000.00
Knutson Construction Co. Houston, Texas	2,749,000.00	6,000.00	2,300.00	470.00	-10,360.00	12,000.00	28,000.00	4,000.00	17,500.00
Linbeck Construction Co. Houston, Texas	2,733,000.00	5,700.00	2,200.00	3,600.00	+3,800.00	400.00	23,000.00	4,000.00	17,000.00
Manhattan Construction Company of Texas Houston, Texas	2,720,000.00	6,000.00	2,400.00	2,300.00	-9,400.00	41,000.00	25,000.00	3,800.00	18,000.00
Spaw-Glass, Inc. Houston, Texas	2,655,000.00	4,000.00	2,250.00	1,470.00	-3,800.00	9,000.00	23,000.00	6,500.00	7A 16,800.00 7B 1,600.00
Tellepsen Const. Co. Houston, Texas	2,872,400.00	6,300.00	2,670.00	2,565.00	-7,800.00	8,700.00	24,000.00	4,400.00	18,000.00

All bidders submitted with their bids a bidder's bond in the amount of 5% of the total bid.

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REPORT OF LAND AND INVESTMENT COMMITTEE (See Page 37 for adoption.) --Committee Chairman Madden presented the following report of the Land and Investment Committee:

The Land and Investment Committee recommends:

1. That the Administration's original recommendations (Attachment No. 1) distributed prior to the meeting be amended
 - a. By deleting the easements (Nos. 1628-1638 inclusive) on Pages L-8 and L-9. It is recommended that action on these easements be deferred until the Board has received the Staff's report of the study being made on charges currently in effect for pipe line and power line easements.
 - b. By substituting the following for the item presented under the same title on Page L-19:

MAIN UNIVERSITY - ARCHER M. HUNTINGTON MUSEUM FUND --NEW PROPOSAL FROM UNION CARBIDE CORPORATION ON PART OF ACREAGE IN GALVESTON COUNTY. --The University received from Union Carbide Corporation on January 22, 1961, a new proposal for purchase of part of the acreage in the H. B. Littlefield Survey, Galveston County, in response to the counterproposal made by the Board of Regents on December 1, 1961. The Corporation now proposes to pay \$370,000 cash for the 200 acres which they have under lease upon agreement by the Board of Regents to convey to the Corporation prior to September 15, 1963, all acreage between the leased tract and Galveston Bay for \$130,000 cash, provided the University can show good title to approximately 258 acres in this latter tract, all in addition to the leased tract of 200 acres, and that adjustment of the price of \$130,000 be made upward or downward at the rate of \$500 per acre upon final determination of title.

It is recommended that the Board of Regents decline this new proposal and, as a counterproposal, offer to sell to Union Carbide Corporation the 200 acres under lease and its title to that acreage between that tract and the east line of the H. B. Littlefield Survey for total cash price of \$500,000, subject to acceptance by the Corporation on or before March 9, 1962, by deposit of \$25,000 earnest money with the University. The conveyance by the Board of Regents, if this proposal is accepted by the Corporation, will be with appropriate warranties or quitclaims as may be determined by the Land and Trust Attorney and with all minerals retained by the University and

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agreement between the parties as to reservation of drilling sites. It is further recommended that the Chairman of the Board of Regents be authorized to execute an appropriate Contract of Sale, when approved as to form by the Land and Trust Attorney and as to content by the Endowment Officer, if the proposal is accepted by the Corporation on or before March 9, 1962. An appropriate resolution for the conveyance would then be presented to the Board of Regents at a later meeting.

2. That the following supplemental recommendations of the Administration distributed either at the meeting or prior to the meeting by special memoranda be approved:

- a. MAIN UNIVERSITY - ESTATE OF ROSWELL STANDISH NOTHWANG - SALE OF PROPERTY AT 1106 TAYLOR STREET, AUSTIN, TEXAS, TO DOUGLAS.W. TABOR.--On July 22, 1961, the Board of Regents authorized the staff to arrange through a real estate broker for the sale of the property at 1106 Taylor Street at a price not less than \$3,000 before payment of commission, title costs, and closing costs. The University has received on February 2 a proposal through Harrison-Wilson-Pearson for purchase of the property by Douglas W. Tabor for \$3,250 cash. Commission of 6% will be payable to Harrison-Wilson-Pearson. It is recommended that the Board of Regents accept this proposal and authorize the conveyance by adoption of the following resolution:

WHEREAS, under the Will of Roswell S. Nothwang of Austin, Travis County, Texas, dated March 15, 1957, the residuary estate was devised to The University of Texas; and

WHEREAS, an offer has been received from Mr. Douglas W. Tabor of Austin, Travis County, Texas, for the purchase of the premises situated at 1106 Taylor Street, Austin, Travis County, Texas, described as:

A portion of Lot No. Seventeen (17), in Block No. One (1), in a subdivision of the North one-half of Outlot No. 44, in Division "O", in the City of Austin, Travis County, Texas, more particularly described as follows:

BEGINNING at an iron stake in the South line of said Lot No. 17 and the North line of Taylor Street 45.5 feet Easterly along the said South line from the Southwest corner of said Lot No. 17;

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THENCE Easterly 30.7 feet along the South line of said Lot No. 17 to an iron stake;

THENCE Northerly 90 feet parallel to the West line of said Lot No. 17 to an iron stake in the North line of said lot;

THENCE Westerly 30.7 feet along the North line of said Lot No. 17 to an iron stake;

THENCE Southerly parallel to the West line of said Lot No. 17, 90 feet to the PLACE OF BEGINNING; and being the same property devised to The University of Texas under the Will of Roswell S. Nothwang, admitted to probate in Cause No. 20,787, Probate Court of Travis County, Texas;

at a price of \$3,250 cash; and

WHEREAS, the Board of Regents has accepted said offer, the same being an advantageous sale:

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board of Regents of The University of Texas be and he is hereby authorized and directed to execute, acknowledge and deliver a proper deed for and on behalf of said Board, upon receipt of the consideration, conveying the above-described property to Douglas W. Tabor.

- b. MAIN UNIVERSITY - ESTATE OF HADLEY ALVA STILES - APPROVAL OF SALE OF NUECES COUNTY PROPERTY BY THE INDEPENDENT EXECUTOR. --Mr. Harris Melasky, Independent Executor of the Estate of Hadley Alva Stiles, has reported to the University a proposal from Ernest Barkley, Jr., to purchase the Nueces County land, amounting to approximately 1738 acres with farm improvements, for \$420 an acre, or a total price of approximately \$727,704.60, payable one-third down and the remainder in fifteen annual installments with interest at 6%. It is necessary for the Independent Executor to raise approximately \$300,000 from this land in order to pay cash bequests, taxes and the like in settling the Estate. Though he has full powers of sale under the Will, he is anxious to know that any sale of this acreage meets with the approval of the Board of Regents since the residue of the Estate passes to the

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University to establish the J. V. and H. A. Stiles Foundation. One-half royalty will be reserved for the University in the sale to Mr. Barkley.

It is recommended that the Board of Regents approve Mr. Melasky's acceptance of the proposal made by Mr. Barkley by adopting the following resolution:

WHEREAS, under the Will of the late Hadley Alva Stiles of Taylor, Williamson County, Texas, the residuary estate was devised to the Board of Regents of The University of Texas, as Trustee, to be used in connection with the operation of the trust known as the "J. V. and H. A. Stiles Foundation" created under the terms of said will; and

WHEREAS, the Board of Regents of The University of Texas, as Trustee, has accepted said gift; and

WHEREAS, it will be necessary to sell all or a portion of the land located in Neuces County, Texas, forming a part of said estate in order to pay the special bequests, taxes and the expenses of the administration of the Estate of Hadley Alva Stiles; and

WHEREAS, Harris A. Melasky, Independent Executor of the Estate, has received an offer from Ernest Barkley, Jr., of Corpus Christi, Texas, or his nominee for the purchase of the acreage in Nueces County, Texas, at a price of \$420 an acre with a minimum cash payment of at least one-third of the total consideration and the remainder to be paid in equal annual installments over a period not in excess of fifteen years, said installments to bear interest at the rate of 6% per annum, with a one-half royalty reservation in favor of the University:

NOW, THEREFORE, BE IT RESOLVED by the Board of Regents of The University of Texas, as Trustee of the J. V. and H. A. Stiles Foundation, that such sale be approved and that the Chairman of the Board of Regents be and he is hereby authorized, if deemed necessary, to join in the execution of a deed or deeds and

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such other instruments as may be necessary to effect the sale of the property by the said Harris A. Melasky, as Independent Executor.

- c. HOGG FOUNDATION: THOMAS E. HOGG ESTATE - JOINDER WITH MRS. MARGARET W. HOGG IN SALE OF 500 SHARES WEBB & KNAPP COMMON CAPITAL STOCK. -- Thomas E. Hogg died in 1949, leaving his wife, Margaret Wells Hogg, a life estate in his residue estate and further providing in his Will that "At her death, it is my further desire, that whatever may remain of such estate be given to Hogg Memorial Foundation set up by my brothers and sister." A limited amount of personal property left in the residue estate upon final settlement included 500 shares of the Common Capital Stock of Webb & Knapp, Inc., which Mrs. Hogg has recently sold for purposes of reinvestment for net proceeds of \$959.28. The transfer agent has required that the Board of Regents as Trustee of the Hogg Foundation furnish evidence of its approval of this sale with all proceeds to be paid to Mrs. Hogg. It is recommended that the Board of Regents approve the sale and authorize Chairman Thornton Hardie to execute an appropriate instrument as evidence of such approval.

Adoption of Report. -- Committee Chairman Madden moved adoption of the foregoing report. Regent Brennan seconded the motion which prevailed. This report included the recommendations of the Administration (Attachment No. 1) as amended. Attachment No. 1 (Pages L-1 through L-19) is attached following Page S-b-2 and is made a part of the official record.

REPORT OF MEDICAL AFFAIRS COMMITTEE (See Page 39 for adoption.). -- Regent Bryan reported that the Medical Affairs Committee received reports of conditions in general at the medical installations. Salaries of top level administration at the Medical Branch, the report of the accreditation team from the National League for Nursing, and Doctor Truslow's request for a Medical Sciences Building were discussed. Consideration of the latter was deferred until the meeting of the Board on March 8.

Chancellor Ransom, pursuant to the request of the Board, had conferred with The Sealy and Smith Foundation re possibilities of some adjustments at the Medical Branch; and in this connection, Mr. John McCullough of The Sealy and Smith Foundation will meet with the Regents on March 8.

The Report of the Accreditation Team from the National League for Nursing will be circulated to the Regents with the official copy of the accreditation report in the Secretary's Files, Volume IX, Pages 186.

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Dean Taylor reported he was pleased with the reaction in the community as a result of Regent Connally's and Chancellor Ransom's visit to Houston in the interest of the Postgraduate School of Medicine.

The South Texas Medical School: Selection of a Dean and Supplementation of Dean's Salary by San Antonio Medical Foundation. -- Chancellor Ransom presented a progress report re negotiations for a dean of The South Texas Medical School pursuant to the Board's authorization at the December 1961 meeting.

Chancellor Ransom was also authorized at the December meeting to negotiate with the appropriate people in San Antonio for definite commitment of funds to be used to employ a dean for The South Texas Medical School. Chairman Hardie read the following notice, dated December 14, 1961, from James P. Hollers, D. D. S., Chairman of the Board of Trustees of the San Antonio Medical Foundation, which is also filed in the Secretary's Files, Volume IX, Page 210:

The San Antonio Medical Foundation agrees for a period of five years to provide not to exceed \$9,400 annually as a supplement to the amount paid by the University of Texas so that the total salary of the Dean of the South Texas Medical School may total \$25,000 per year.

It is our understanding that it will require a salary of \$25,000 per year for the University of Texas to attract the services of the type of person that you want for the important position of Dean of the South Texas Medical School and that the University of Texas has an authorization of only \$15,600 per year for this position.

The Foundation is eager to cooperate with the University of Texas in every manner possible to assure that the South Texas Medical School will be the finest institution of its type anywhere.

The South Texas Medical School: Hospital Affiliation Agreement between the Board of Regents of The South Texas Medical School of The University of Texas and the Bexar County Hospital District. -- Each Regent was furnished in the Material Supporting the Agenda provisions recommended by the Administration for an agreement to establish hospital relationships for The South Texas Medical School. These provisions had been agreed upon by the Chancellor's Office, The University of Texas Medical Affairs Council, and the Hospital Administrator and the Executive Committee of the Board of Managers of the Bexar County Hospital District.

It is recommended by the Medical Affairs Committee

- (1) that the provisions as submitted and as contained in the supporting material be approved
- (2) that the University Attorney be authorized to prepare a contract embodying these provisions in conference with the Attorney for the Bexar County Hospital District

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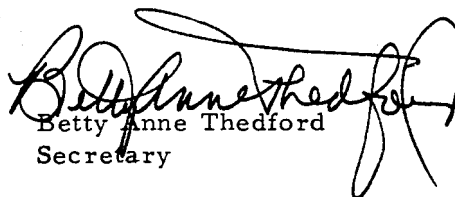
- (3) that the Chairman of the Board of Regents be authorized to execute such agreement on behalf of the Board of Regents when the contract has been approved as to form by the University Attorney and the Comptroller and as to form and substance by the Board of Managers of the Bexar County Hospital District.

Adoption of Report. -- This report was unanimously adopted upon motion of Regent Bryan, seconded by Regent Robertson.

REPORT OF BOARD FOR LEASE OF UNIVERSITY LANDS. -- Regent Madden, Vice-Chairman of the Board for Lease of University Lands, reported that the Board met on February 1, 1962, and concluded from the interest manifested that it would be advisable to have an Oil and Gas Lease Sale on University Lands this spring. The date of the sale will be announced later.

APPROVAL OF MINUTES, DECEMBER 1-2, 1961. -- It was moved by Vice-Chairman Heath, seconded by Regent McNeese, and unanimously adopted that the minutes of the Board of Regents for the meeting held in Austin on December 1-2, 1961, be approved as finally circulated to the Regents and as entered in the Official Record.

ADJOURNMENT. -- There being no further business to come before the session, Regent Madden moved the Board stand adjourned.


Betty Anne Thedford
Secretary

2-03-62

REPORT OF THE EXECUTIVE COMMITTEE(See Page 7 .)

REPORT OF MEETING ON JANUARY 1, 1962, (ITEMS 1C1-62 THROUGH 4C1-62, 7C1-62, AND 3-M). --Since the last report and the last meeting of the Executive Committee, there has been a called meeting, a report of which follows on Pages E-1 through E-3.

Vice-Chairman Heath, Chairman of the Executive Committee, issued a call on December 27, 1961, for a meeting of the Executive Committee at the Sheraton-Dallas Hotel, Dallas, Texas, on Saturday, December 30, at 2:00 p. m. and extended an invitation to the other members of the Board to sit with the committee. The purpose of the meeting was to consider major revisions in the classified pay plans of the various component institutions as recommended by the Administration. The short time available to the Executive Committee at regular meetings of the Board is insufficient to consider properly changes in the long standing Regental policies. Chancellor Ransom in his recommendation of the Classified Pay Plan for Main University for 1962-63 (7C1-62) had suggested a joint meeting of the Executive Committee with Central Administration and proper institutional personnel to discuss either specific changes or general policy changes in the various pay plans.

After the call for a meeting on December 30 had been issued, Secretary Thedford, at the request of Committee Chairman Heath, checked first with the members of the Executive Committee, then with the other members of the Board and Chancellor Ransom as to a date convenient for the majority. It was agreeable with all members of the Board that a meeting be called and January 1 was convenient with all except Regent McNeese who was unable to attend the meeting because of prior commitments and who was therefore excused from the meeting. Accordingly, the Secretary gave written notice to each member of the Executive Committee, with a copy to Chairman Hardie (ex officio member) and to Regents Brennan, Connally and Robertson and to Chancellor Ransom of the date, time, place, and purpose of the meeting. 7

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Pursuant to the call by Committee Chairman Heath, the Executive Committee of the Board met in the Pecos Room, Sheraton-Dallas Hotel, Dallas, Texas, at 9:00 a.m. on Monday, January 1, 1962, with the following present:

Executive Committee Members:

Chairman Hardie (ex officio)
Vice-Chairman Heath, presiding
Regent Bryan
Regent Madden
Regent Redditt

Other Regents:

Regent Brenan
Regent Connally
Regent Robertson

Secretary:

Secretary Thedford

Administration:

Chancellor Ransom
Vice-Chancellor Cox
Assistant to the Chancellor Landrum
Vice-President and Provost Hackerman

Regent McNeese was excused from this meeting.

Purpose of the meeting as set out in call: To give the Administration an opportunity to brief the Committee, and it is hoped the full Board, on the recommendations of the Administration relating to changes in the classified pay plans of the component institutions (Items 1C1-62, 2C1-62, 3C1-62, 4C1-62, 7C1-62) and the longevity plan (3-M) as submitted to the Executive Committee so that the Board will have time to reflect on the proposed changes and the reasons therefor with action at a subsequent meeting.

RECOMMENDED CLASSIFIED PAY PLANS FOR 1962-63 FOR CENTRAL ADMINISTRATION AND MAIN UNIVERSITY (7C1-62), TEXAS WESTERN COLLEGE (3C1-62), MEDICAL BRANCH (4C1-62), DENTAL BRANCH (1C1-62), SOUTHWESTERN MEDICAL SCHOOL (2C1-62), AND THE LONGEVITY PLAN (3-M): Committee Chairman Heath called the meeting to order and stated that the items to be discussed were the Longevity Pay Plan for Main University and the major changes in the 1962-63 Classified Pay Plans for all the component institutions except M. D. Anderson Hospital and Tumor Institute. Each member of the Board had been furnished with the Administration's recommendations for the 1962-63 classified pay plans for Central Administration and Main University (7C1-62), Texas Western College (3C1-62), Medical Branch (4C1-62), Dental Branch (1C1-62), and Southwestern Medical School (2C1-62), and the Longevity Pay Plan for Main University (3-M). There

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is not sufficient time allotted at regular meetings of the Board to discuss these very important policy changes. The purpose of this meeting is to give the Administration an opportunity to brief the committee in order that the committee members may reflect on the proposals until a later meeting of the Board at which definitive action can be taken.

After presentation of the proposed changes in the classified pay plans and the longevity plan by Mr. Cox and discussion by the committee, the Executive Committee requested that the Administration (1) submit a revised longevity pay plan that would not be abused but that would reward the deserving employees [Page E-13,3-Ma] and (2) furnish a comparison of the pay rates for hospital jobs at the M. D. Anderson Hospital and Tumor Institute and the Medical Branch.

INTERIM REQUESTS APPROVED BY MAIL BALLOT. -- The eleven interim requests approved by the Executive Committee since December 2, 1961, fall in the categories of budgetary, travel, classified personnel pay plan, and miscellaneous (more specifically identified as fiscal regulations and settlement of lawsuit) items. All were recommended by the respective institutional heads through the Chancellor and were approved by mail ballot.

The Executive Committee has approved the following items, and they are reported to the Board for its consideration:

BUDGETARY REQUESTS: (1) 1962 (CALENDAR YEAR) BUDGET, FOOTBALL COACHING STAFF; (2) AMENDMENTS TO THE 1961-62 BUDGET (19-B, 20-B, 21-B, and 22-B).

Main University: Budget for Football Coaching Staff, Auxiliary Enterprises, January 1 - December 31, 1962 (19-B). -- Reappoint the football coaching staff of Main University for the period January 1 - December 31, 1962, as set out below, funds to come from the Department of Intercollegiate Athletics:

Name and Title	Rates	
	1961	1962
*Head Football Coach		
Darrell K. Royal	17,500	17,500
Assistant Football Coach		
James N. Pittman	10,000	10,600
Charles N. Shira	10,000	10,600
William M. Campbell	9,750	10,300
Billy M. Ellington	9,000	9,500
Robert C. Schulze	9,000	9,500
James C. Jones	8,500	9,000
Russell W. Coffee	8,000	8,500

The foregoing, if ratified, will be incorporated in the 1962-63 Budget for Intercollegiate Athletics.

* See Pages E-10, 8 .

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Main University: Amendments to the 1961-62 Budget (22-B). -- Amend the 1961-62 Main University General Operating Budget on Page 118, Item 2, and on Page 124, Item 4, by increasing the salary rate of W. H. Baughn, Professor of Finance and Associate Dean, College of Business Administration, from \$14,000 for nine months to \$15,500, effective February 1, 1962 - May 31, 1962, funds to come from Unallocated Salaries.

Main University: Amendments to the 1961-62 Budget for Sponsored Research Projects (22-B). -- Amend the 1961-62 Budget for Sponsored Research Projects on Page 6 by increasing the salary rate of Dixon Wall Coulbourn, Research Engineer II, Defense Research Laboratory, from \$4,800 for twelve months to \$6,168, effective February 1, 1962 - August 31, 1962, funds to come from Government Contract Funds.

Medical Branch: Amendments to the 1961-62 Budget (21-B). -- Amend the 1961-62 Budget of The University of Texas Medical Branch on Page 55 by increasing the salary rate of Wiktor W. Nowinski, Research Professor (Bio-chemistry), Surgery, from \$9,500 for twelve months to \$12,000, effective January 1, 1962, funds to come from U. S. Navy Contract 1598(05).

Southwestern Medical School: Amendments to the 1961-62 Budget (20-B). -- Amend the 1961-62 Budget of Southwestern Medical School as follows:

1. On Page 13, Item 7, by increasing the salary rate of Morris Ziff, Professor, Internal Medicine, from \$18,460 for twelve months to \$22,000, effective January 1, 1962, funds to come from U. S. Public Health Service Research Career Award.
2. On Page 13 (appointed after Budget was published) by increasing the salary rate of Walter Norton, Fellow, Internal Medicine, from \$6,000 for twelve months to \$7,000, effective January 1 - June 30, 1962, funds to come from U. S. Public Health Service Grant.
3. On Page 15, Item 1, by increasing the salary rate of Marvin D. Siperstein, Associate Professor, Internal Medicine, from \$16,000 for twelve months to \$20,000, effective March 1, 1962, funds to come from U. S. Public Health Service Research Career Award.

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TRAVEL REQUESTS: MAIN UNIVERSITY (22-T, 23-T, 24-T). --
Approve the following travel requests for Main University:

<u>Name</u>	<u>Period of Absence</u>	<u>Destination</u>
1. Dr. Frederick Albert Matsen, Professor of Chemistry and Physics (22-T)	January 12 - February 8, 1962	Boulder, Colorado; Laramie, Wyoming; Fargo, North Dakota; Butte, Montana; Idaho Falls, Idaho; Salt Lake City, Utah; Moscow, Idaho; Cheney, Washington; Richland, Washington; Seattle, Washington; Corvallis, Oregon; Davis, California; San Diego, California; China Lake, California; Tempe, Arizona; Tucson, Arizona;

Purpose: To publicize research work at The University of Texas through a series of lectures which will be delivered to local sections of the American Chemical Society.

Expenses: All travel expenses will be paid by the American Chemical Society.

<u>Name</u>	<u>Period of Absence</u>	<u>Destination</u>
2. Dr. Benjamin Higgins Professor of Economics (23-T)	January 10 - February 10, 1962 March 5 - March 19, 1962	Colombo, Ceylon Santiago, Chili

Purpose: To Colombo, Ceylon, on an advisory mission and to Chili to attend the Conference on Education and Economic and Social Development in Latin America.

Expenses: There will be no travel expenses to the University for either of these absences.

<u>Name</u>	<u>Period of Absence</u>	<u>Destination</u>
3. Dr. James W. Jagger Research Scientist V (24-T)	January 7 - January 27, 1962	Ontario, Canada; Burlington, Massachusetts

Purpose: To Canada to confer with the Atomic Energy of Canada, Ltd., and to Burlington, Massachusetts, to observe tests now under way on a particle accelerator at the High Voltage Engineering Corporation--the type of equipment we are acquiring.

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Expenses: The source of funds for the expenses of the trip (estimated at approximately \$600) are budgeted as a part of the Excellence Fund for research in nuclear physics, which is an allocation of a portion of the Available University Fund.

AMENDMENTS TO 1961-62 CLASSIFIED PERSONNEL PAY PLAN,
MAIN UNIVERSITY (10-C1, 11-C1, 12-C1). -- Amend the 1961-62
Classified Personnel Pay Plan for Main University

(1) By adding (10-C1)

<u>Code</u>	<u>Title</u>	<u>Monthly Range</u>	<u>Annual Range</u>	<u>Step Number</u>
0045	Assistant Director, International Office	\$482-592	\$5784-7104	38

(2) By deleting

<u>Code</u>	<u>Title</u>	<u>Monthly Range</u>	<u>Annual Range</u>	<u>Step Number</u>
0317	Computing Machine Room Supervisor	\$382-482	\$4584-5784	33

and adding

<u>Code</u>	<u>Title</u>	<u>Monthly Range</u>	<u>Annual Range</u>	<u>Step Number</u>
0317	Supervisor, Computer Equipment Operation, C. C.	\$460-565	\$5520-6780	37

(3) By adding (11-C1, 12-C1)

<u>Code</u>	<u>Title</u>	<u>Monthly Range</u>	<u>Annual Range</u>	<u>Step Number</u>
6744	Motion Picture Director-Cinematographer Effective February 3, 1962.	\$514-620	\$6168-7440	39

6859	Assistant Advisor to University Publications Effective February 1, 1962.	\$514-620	\$6168-7440	
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MISCELLANEOUS (4-M and 5-M): FISCAL REGULATIONS (PART TWO OF THE RULES AND REGULATIONS OF THE BOARD OF REGENTS) AND SETTLEMENT OF LAWSUIT WITH GEORGE A. FULLER COMPANY. --

Fiscal Regulations--Part Two of the Rules and Regulations of the Board of Regents for the Government of The University of Texas (4-M). -- Pursuant to authorization at the December 1961 meeting of the Board, the Administration submitted to the Executive Committee proposed amendments to the Fiscal Regulations (Part Two of the Rules and Regulations of the Board of Regents for the Government of The University of Texas) that would conform the existing Rules and Regulations, Part Two, to the rider provisions of the current Appropriation Bill. 7

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Approve Amendment No. 5 to the Rules and Regulations of the Board of Regents for the Government of The University of Texas, Part Two,

1. Chapter II by adding a new subsection 5.5 to read as follows:

- 5.5 A copy of each such budget, and any subsequent amendments thereto, shall be filed with the State Library to be available for public inspection.

2. Chapter III

a. By deleting subsections 3.3 and 3.31 and substituting in lieu thereof the following:

- 3.3 The University, by law, is authorized to maintain Revolving Funds to facilitate the payment of nominal expenses - to pay bills within cash discount periods.
- 3.31 The University may use the revolving fund for regular monthly payrolls as well as for weekly and special payrolls.

b. By adding a new subsection 3.4 to read as follows:

- 3.4 Under the current appropriation bill, any money deposited into the State Treasury which is subject to refund as provided by law shall be refunded from the fund into which such money was deposited.

c. By deleting subsections 13.33, 13.342, 13.362, 13.371, 13.39 and substituting in lieu thereof the following:

- 13.33 Fer Diem Allowances. -- Travel Status for Continuous Period of Twenty-Four (24) Hours or More - An Employee who is traveling on official University business and is in continuous travel for a period of twenty-four (24) hours or more will be reimbursed at per diem rates, in lieu of actual expenses for meals and lodging in accordance with the following:

	Rates	
	In State	Out of State
Per diem per calendar day	\$9.00	\$15.00
One fourth (1/4) the rate for a calendar day for each period of six (6) hours or fraction thereof (<u>at least 2 hours</u>).	2.25	3.75

- 13.342 An employee who is traveling on official University business for a continuous period of a minimum of six (6) hours but less than twenty-four (24) hours which does involve overnight stay will be reimbursed for meals and lodging in an amount not in excess of \$9.00 at the rate of \$2.25 for each six (6) hour period involved or fraction thereof (at least 2 hours).

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13.362 For a fractional part of a day at the commencement or ending of continuous travel the six-hour periods of 12:01 A. M. to 6:00 A. M., 6:01 A. M. to 12:00 Noon, 12:01 P. M. to 6:00 P. M., and 6:01 P. M. to 12:00 Midnight are each considered to be one quarter (1/4) of a calendar day. A fraction of a per diem period of six (6) hours is defined to be two (2) hours or more.

13.371 Rented or Public Conveyance Including Taxis. -- An employee traveling by rented or public conveyance is entitled to a transportation allowance equal to the actual cost of transportation, excluding Federal tax. Receipts for such rented or public transportation, excluding receipts for city bus, taxi, or limousine fares in amounts of \$2.50 or less, shall be obtained and attached to the employee's expense account when submitted. A detailed list of all claims for rented or public transportation including city bus, taxi, and limousine fares in amounts of \$2.50 or less shall be shown on Travel Expense Account under "Record of Transportation Claimed for Each Trip."

13.39 Exception to per Diem Allowance. -- Executive heads of Component Institutions shall be reimbursed for their actual meals, lodging and incidental expenses when traveling on official business either in or out of the State. Employees of State Agencies designated by the Governor to represent him officially at governmental meetings or conferences when held out of the State shall receive actual meals, lodging, and incidental expenses, and such employees may be reimbursed out of appropriations made to the agencies by which they are employed.

d. By deleting Section 17 and substituting in lieu thereof the following:

17. Receipting for Payments. -- Any statutory or rider provision requirements as to receipts for warrants in payment of salaries, wages or reimbursement of official travel expenses shall be complied with by the component institutions.

3. Chapter IV, by deleting Section 7 and substituting in lieu thereof the following:

7. Rental of Machines and Equipment. -- Requisitions for rental of office machines or any equipment of any kind are required, by law, to have the prior written approval of the Governor, and such approval shall be required before the requisition is submitted to the State Board of Control. Approval by the State Board of Control is required prior to the beginning of the rental period, and payment of the rentals shall be made only after such

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approval. The requisitions shall be submitted through the purchasing agents, checked by the business managers, and forwarded by the executive heads to the Chancellor's Office for transmittal to the Governor. Also see Section 11 of this Chapter.

4. Chapter VII

- a. By deleting subsection 12.4 and substituting in lieu thereof the following:

12.4 Presidents' Homes. -- "No funds appropriated by this Act may be used for the purpose of constructing a home for a president of any of the general academic teaching institutions named herein, without obtaining the approval of the Governor and the advice of the Legislative Budget Board prior to obligating any funds for this purpose."

- b. By adding subsections 12.7, 12.8 and 12.9 to read as follows:

12.7 Use of Educational Funds for Alumni Activities Prohibited. -- "None of the Educational and General Funds or of the Constitutional funds appropriated by this article may be expended by State Agencies of higher education for the support and maintenance of alumni organizations or activities."

12.8 Vending Machines Authorized. -- "Vending machines may be placed on State-owned Property or in State-owned Buildings only with the approval of the governing Board and such approval shall be recorded in the minutes of the body. A copy of the contract shall be filed with the State Board of Control showing the location within the agency and the terms of the contract. Proceeds, net revenue, rentals or commissions received shall be accounted for as State Revenue and the amount so collected is hereby appropriated to the Institution for use as directed by the Board authorizing the installation."

12.9 Pay Station Telephones Authorized. -- "Pay telephones may be located in State-owned Buildings or on State-owned Land only with the approval of the governing Board and the net proceeds shall be collected and accounted for as State Revenue and the amount so collected is hereby appropriated for use by the agency as determined by the governing Board."

5. Chapter VIII

- a. By deleting subsection 5.2 and substituting in lieu thereof the following:

5.2 Under the provisions of the current Appropriation Bill, none of the funds arising from the issuance of bonds under the authority of Section 18, Article VII, of the Texas

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Constitution, may be obligated for the construction of buildings until a summary of the proposed building program showing the character and location of buildings, the number of square feet, the type of construction, the estimated cost and the estimated completion date of each proposed building has been filed with the Legislative Budget Board.

b. By adding subsection 5.3 to read as follows:

5.3 Under the provisions of the current Appropriation Bill, prior to the allocation, expenditure or encumbrance of any funds arising from the issuance of bonds under the authority of Section 18, Article VII, of the Texas Constitution, for individual building construction projects costing in excess of Twenty-five Thousand Dollars (\$25,000), other than classroom, library and laboratory building projects, the planned expenditure of such funds shall be approved by the Governor after seeking the advice of the Legislative Budget Board.

With the adoption of this amendment, Part Two of the Rules and Regulations will be hereafter known as the February 1962 Revision.

Southwestern Medical School: Settlement in Litigation with George A. Fuller Company (5-M). -- The University has been involved for some time in a lawsuit for \$250,000 with George A. Fuller Company, No. 115,907, 126th District Court of Travis County, Texas. This litigation stems from the University assessment of liquidated damages in an amount of \$19,300 for unreasonable delays in the performance of the contract for the construction of the Clinical Science Building at Southwestern Medical School, Dallas, Texas. The Board also withheld the sum of \$91,653.43 which was the amount of the final estimate, but subsequently issued a warrant for \$72,353.43 and tendered the same to the Fuller Company in full settlement of all claims. This was refused and the lawsuit filed.

It is recommended that the Board of Regents accept the offer of George A. Fuller Company that judgment be entered for \$80,353.43, which represents the original warrant of \$72,353.43, due and owing under the contract, and \$8,000 of the \$19,300 liquidated damages previously assessed. Under this proposal the University will still assess liquidated damages for \$11,300. It will be the responsibility of George A. Fuller Company to collect the outstanding warrant which was issued March 30, 1959, and the \$8,000 from the lapsed appropriation or to file a claim with the Legislature.

BIDS RECEIVED ON HOUSING FOR MARRIED STUDENTS AND DORMITORY FOR MEN, TEXAS WESTERN COLLEGE (6-M). -- SEE PAGE 27. -- The Administration's recommendation relating to the bids received on Housing for Married Students and Dormitory for Men at Texas Western College was re-referred to the Buildings and Grounds Committee. See Page 27.

SALARIES OF DIRECTOR AND OF BUSINESS MANAGER, INTERCOLLEGIATE ATHLETICS, MAIN UNIVERSITY. -- The Executive Committee recommends that the proposed salaries for 1962-63 in connection with the Director and with the Business Manager of Intercollegiate Athletics, Main University,

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be approved conditioned upon the policy involved being adopted by the Academic and Developmental Affairs Committee. (See Page 8.)

AMENDMENTS TO THE 1961-62 BUDGET FOR THE UNIVERSITY OF TEXAS SYSTEM. -- The Executive Committee recommends that the Amendments to the 1961-62 Budget for The University of Texas System as presented by Chancellor Ransom be approved in the form as circulated prior to the meeting. This document is attached to this report, following the classified personnel pay plans, and is made a part of the minutes of this meeting.

POLICIES FOR PREPARING 1963-65 LEGISLATIVE BUDGET REQUESTS.
-- The Executive Committee recommends that the Administration's revised recommendations of policies to be followed in the preparation of the 1963-65 Legislative Budget Requests, as set out below, be approved. It was understood that additional information based on the formula rates fixed by the Texas Commission on Higher Education and based on the instructions to be issued by the Commission, the Legislative Budget Board, and the Executive Budget Office would be presented at the April meeting.

POLICIES FOR PREPARING 1963-65 LEGISLATIVE
BUDGET REQUESTS

In preparing the Legislative budget requests for the biennium beginning September 1, 1963, the instructions issued by the Texas Commission on Higher Education and by the Legislative Budget Board and the Executive Budget Office shall be fully complied with. In preparing our submissions, the following policies and limitations shall be observed:

1. Salary Advances for the Teaching and Professional Staff

At the medical units the maximum increase shall not exceed 10% over institutional 1962-63 budgeted salaries, the entire amount to be included in the request for the first year of the biennium.

2. Salary Advances for the Non-Teaching Staff

One step over institutional 1962-63 salaries, the entire amount to be included in the request for the first year of the biennium.

In the case of classified positions where the 1962-63 salary rate is below the minimum for the job classification, the salary rate is to be requested at the first step in the classification pay range, or, in the event that the resulting advance is less than 5%, at the second step in the pay range.

3. New Teaching Positions

Estimate requirements for Main University on the basis of the 1962-63 budgeted student-teacher ratio and for Texas Western College at a ratio no lower than 20:1. (Ratio in 1961-62 is 23.4:1).

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4. New Non-Teaching Positions

Generally few; hold to a minimum and justify fully.

5. Maintenance and Equipment

Only such amounts as are needed, but not to exceed 10% over the amounts budgeted in 1962-63. At the Medical Branch in Galveston, in addition to the amount requested under the 10% limitation, an additional amount may be added that will relieve use of National Fund for Medical Education funds for support of maintenance and equipment items in the instructional departments.

6. Special Equipment

Special Equipment includes capital outlay items which are of a non-recurring nature; it excludes equipment items which constitute the normal expenditure of departmental funds for either additions or replacements. All Special Equipment requests must be fully justified.

7. Special Situations

- a. Non-classified Administrative Personnel. Salaries for these classifications to be recommended at rates which will keep the salaries competitive.
- b. Medical Branch, Galveston. The request is to be based on the operation of the number of beds in use in 1962-63, including in the total such new beds as may become available as a result of remodeling operations.
- c. Main University. The utilization of the Available Fund in the Legislative submission is to be limited to the amount of Available Fund used in writing the 1962-63 budget.

(Vice-Chairman Heath called this item to the attention of the Committee of the Whole. See Page 3.)

1962-63 CLASSIFIED PERSONNEL PAY PLANS (SYSTEM-WIDE). --

Pursuant to the request of the Executive Committee at its meeting in Dallas on January 1, a comparison of pay rates for hospital jobs at M. D. Anderson Hospital and Tumor Institute and the Medical Branch was furnished to each Regent. After due consideration, the Executive Committee recommends that the proposed amendments to the 1961-62 Classified Personnel Pay Plans as contained in Items 1C1-62 through 5C1-62 and 7C1-62 submitted to each member of the Board be approved effective September 1, 1962. These amendments have been incorporated in the 1961-62 Classified Personnel Pay Plans and are attached as the 1962-63 plans and made a part of this report. These plans are submitted at this early date in order that they may be followed in preparing recommendations for the 1962-63 Budget; and it is hoped that there will be few amendments to these plans, if any for the year 1962-63.

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The 1962-63 classified pay plans are attached to this report in the following order:

Central Administration and Main University
 Texas Western College
 Medical Branch
 Dental Branch
 M. D. Anderson Hospital and Tumor Institute
 (This plan also applies to the Postgraduate
 School of Medicine.)
 Southwestern Medical School

It is recommended that the following additions to the 1961-62 Classified Pay Plan for Texas Western College be effective February 30, 1962:

<u>CODE</u>	<u>TITLE</u>	<u>MONTHLY RANGE</u>	<u>ANNUAL RANGE</u>	<u>STEP NUMBER</u>
0050	Office Supply and Duplicating Services Manager	\$ 256-319	\$ 3072-3828	24
3105	Building Utility Operator	\$ 366-460	\$ 4392-5520	32
3180	Assistant Physical Plant Engineer	\$ 350-439	\$ 4200-5268	31
3205	Building Services Supervisor	\$ 350-439	\$ 4200-5268	31

LONGEVITY PLAN FOR MAIN UNIVERSITY (Page 3). -- The committee recommends that the Longevity Plan for Main University as revised and as distributed to each Regent prior to the meeting be approved in the following form, effective September 1, 1962:

- *1. Delete from the Classified Personnel Pay Plan three job descriptions representing the top research classifications.
- *2. Establish a Professional and Administrative Section to include only a limited number of middle-management positions.
3. Establish for the positions in this Professional and Administrative Section only a plan for merit increases in salary beyond the maximum of the respective ranges of these positions, under the following conditions:
 - a. Only full-time employees eligible.
 - b. Such increases not to be given after the employee passes sixty-five years of age.

* The 1962-63 plan for Main University that is attached deletes the jobs referred to and includes the additions established.

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- c. The employee must have worked with the University for fifteen consecutive years and must have been at the maximum salary for his classification for the last five years.
- d. Additional merit increases over range shall be based upon an additional five consecutive years of service.
- e. Each such increase over range shall be based upon exemplary service and shall not exceed a one-salary step increase.

EMERGENCY ITEMS (23-B, 13-C1, 14-C1, 15-C1). -- The Executive Committee recommends that the following emergency items presented for the first time at the meeting of the Executive Committee on Friday, February 2, 1962, be approved:

1. AMENDMENT TO 1961-62 BUDGET, TEXAS WESTERN COLLEGE (23-B). -- Amend the 1961-62 Budget for Texas Western College on Page 36 by changing Randolph H. Whitworth to four-fifths time as Assistant Professor of Philosophy and Psychology and one-fifth time as Acting Director of Testing, Guidance and Consultation at a salary rate of \$8375 for nine months for the period February 1 - June 15, 1962, the additional funds to come from Unallocated Salaries, General Budget. Add this entire item on Page 6 of the Budget.
2. AMENDMENT TO 1961-62 CLASSIFIED PERSONNEL PAY PLANS (13-C1, 14-C1, 15-C1). -- Amend the 1961-62 Classified Personnel Pay Plan for Central Administration and Main University, effective February 3, 1962, by adding (15-C1, 13-C1):

<u>CODE</u>	<u>TITLE</u>	<u>MONTHLY RANGE</u>	<u>ANNUAL RANGE</u>	<u>STEP NUMBER</u>
5004	Geophysical Inspector	\$419-514	\$5028-6168	35
4029	Assistant Manager, University Apartments	\$382-460	\$4584-5520	33

Amend the 1961-62 Classified Personnel Pay Plan for Southwestern Medical School, effective February 3, 1962, by adding (14-C1):

<u>CODE</u>	<u>TITLE</u>	<u>MONTHLY RANGE</u>	<u>ANNUAL RANGE</u>	<u>STEP NUMBER</u>
0115	Auditor	\$620-770	\$7440-9240	43

The foregoing amendments have been incorporated in the 1962-63 plans attached hereto.

Adoption of Report. -- The foregoing recommendations are submitted for the Board's consideration. (See Page 8 for action.)

CLASSIFIED PERSONNEL PAY PLAN

Table No. I
Page 1TABLE I - Classifications and Salary Ranges

1962-1963

CL-SS

RANGE
(See Table II for Intermediate
Steps and Hourly Rates)

(0. CLERICAL, FISCAL, AND ADMINISTRATIVE SERVICE) (00. Clerical and General Administrative Group)	Monthly	Annual	Step Number
0000 Clerical Assistant	\$128-215	\$1536-2580	10
0001 Clerk	225-279	2700-3348	21
0002 Senior Clerk	256-319	3072-3828	24
0003 Administrative Clerk	305-400	3660-4800	28
0004 Office Supervisor	366-482	4392-5784	32
0010 Clerk-Typist	225-279	2700-3348	21
0011 Senior Clerk-Typist	256-319	3072-3828	24
0020 Secretary	245-292	2940-3504	23
0021 Senior Secretary	267-335	3204-4020	25
0022 Administrative Secretary	305-400	3660-4800	28
0030 Administrative Assistant	382-514	4584-6168	33
0041 Executive Assistant	439-565	5268-6780	36
0049 Manager, Stenographic Bureau	335-419	4020-5028	30
0045 Assistant Director, International Office	482-592	5784-7104	38
0050 Transcript Examiner	292-382	3504-4584	27
0051 Assistant Director of Admissions	482-592	5784-7104	38
0052 Assistant Registrar and Registration Supervisor	514-620	6168-7440	39
0055 Assistant Registrar	514-620	6168-7440	39
0065 Medical Records Librarian	382-482	4584-5784	33
0069 Supervisor of Workmen's Compensation Insurance	419-539	5028-6468	35
0070 Director of Employee Benefits		*Professional and Administrative	
0075 Assistant Director, Housing and Food Service		*Professional and Administrative	
0080 Library Assistant	256-305	3072-3660	24
0081 Senior Library Assistant	292-335	3504-4020	27
0095 Assistant to the Comptroller		*Professional and Administrative	
(01. Fiscal and Accounting Group)			
0100 Accounting Clerk I	256-305	3072-3660	24
0101 Accounting Clerk II	305-366	3660-4392	28
0102 Accountant I	400-482	4800-5784	34
0103 Accountant II	482-592	5784-7104	38
0104 Chief, Accounting Division		*Professional and Administrative	
0105 Assistant University Auditor		*Professional and Administrative	
0106 Accounting Group Supervisor	514-650	6168-7800	39
0108 Inventory Supervisor	382-482	4584-5784	33

*Professional and Administrative classes, page 13 and 14.

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
0110 Security Analyst	\$514-620	\$6168-7440	39
0111 Senior Security Analyst	*Professional and Administrative		
0112 Assistant to the Endowment Officer	*Professional and Administrative		
0115 Budget Analyst	366-460	4392-5520	32
0120 Bursar	*Professional and Administrative		
0125 Cashier I	279-350	3348-4200	26
0126 Cashier II	350-439	4200-5208	31
0130 Supervisor, Payroll Division	514-620	6168-7440	39
0140 Branch College Auditor	*Professional and Administrative		
0150 Accounting and Procurement Officer, DRL	565-680	6780-8160	41
0160 Assistant to the Business Manager	*Professional and Administrative		
(02- Statistical Group)			
0200 Statistical Aide	181-245	2172-2940	17
0201 Clerk-Draftsman	225-279	2700-3348	21
0202 Film Analyst	235-292	2820-3504	22
0205 Statistical Clerk	256-319	3072-3828	24
0210 Statistician	366-460	4392-5520	32
(03- Office Equipment Operation Group)			
0300 Switchboard Operator	215-256	2580-3072	20
0301 Chief Switchboard Operator	267-319	3204-3828	25
0305 Key Punch Operator I	256-319	3072-3828	24
0306 Key Punch Operator II	305-382	3660-4584	28
0309 Tabulating Equipment Operator I	279-335	3348-4020	26
0310 Tabulating Equipment Operator II	335-400	4020-4800	30
0311 Tabulating Equipment Supervisor	482-592	5784-7104	38
0312 Scoring and Tabulating Supervisor	400-482	4800-5784	34
0313 Assistant Supervisor, Data Processing Division	419-514	5028-6168	35
0314 Supervisor, Data Processing Division	*Professional and Administrative		
0315 Electronic Computing Machine Operator	335-419	4020-5028	30
0316 Systems Analyst and Programmer	482-620	5784-7440	38
0317 Supervisor, Computer Equipment Operation, CC	460-565	5520-6780	37
0320 Photostat Operator	225-279	2700-3348	21
0321 Photographic Duplication Supervisor	279-335	3348-4020	26
0330 Computing Clerk	225-279	2700-3348	21
(04- Stores and Procurement Group)			
0400 Stores Clerk I	225-279	2700-3348	21
0401 Stores Clerk II	279-350	3348-4200	26
0402 Stores Foreman	460-565	5520-6780	37
0405 Chauffeur-Stores Clerk, BRC	256-305	3072-3660	24
0407 Athletic Equipment Supervisor	419-482	5028-5784	35
0409 Assistant Purchasing Agent	460-565	5520-6780	37
0410 Purchasing Agent	*Professional and Administrative		
0420 Military Property Custodian	400-514	4800-6168	34

*Professional and Administrative classes, page 13 and 14.

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1962-1963

Table No. 1
Page 3

	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(65- Legal Group)			
650 Assistant Land and Trust Attorney			*Professional and Administrative
(66- Publications Group)			
660 Assistant Editor, Official Publications	\$335-419	4020-5028	30
661 Editor, Official Publications	482-592	5734-7104	38
(67- Personnel Group)			
670 Personnel Assistant I	419-514	5028-6168	35
671 Personnel Assistant II	514-620	6168-7440	39
672 Personnel Interviewer	400-482	4800-5784	34
673 Student Employment Director	439-539	5208-6468	36
674 Assistant Director, University Personnel			*Professional and Administrative
(68- COUNSELING AND HEALTH SERVICE)			
(68- Student Advisory Group)			
680 Dormitory Resident Counselor I	110-164	1320-1968	7
681 Dormitory Resident Counselor II	128-225	1530-2700	10
682 Night Supervisor, Women's Residence Halls	190-256	2230-3072	18
683 Dormitory Counseling Supervisor I	245-335	2940-4020	23
684 Dormitory Counseling Supervisor II	350-482	4200-5784	31
685 Student Group Advisor I	305-382	3650-4584	28
686 Student Group Advisor II	400-514	4800-6168	34
687 Student Group Advisor III	514-620	6168-7440	39
688 Director of Student Activities			*Professional and Administrative
689 Assistant to the Director, Texas Union	305-382	3650-4584	28
690 Union Program Assistant	279-350	3348-4200	26
691 Union Program Supervisor	305-382	3660-4584	28
692 Director, Texas Union			*Professional and Administrative
693 Games Manager I	305-382	3660-4584	28
694 Games Manager II	419-514	5028-6168	35
695 Crafts Supervisor	382-482	4584-5784	33
696 Building Manager, Texas Union	256-335	3072-4020	24
697 Counselor, Intercollegiate Athletics	539-680	6468-8160	40
698 Crafts Assistant	181-267	2172-3204	17
699 Director of Loans and Scholarships	514-620	6168-7440	39
(69- Testing and Counseling Group)			
690 Psychologist I (Group of Classes)	319-419	3828-5028	29
691 Psychologist II (group of Classes)	439-539	5268-6468	36
692 Psychologist III (group of Classes)			*Professional and Administrative
693 Psychometrist I	292-382	3504-4584	27
694 Psychometrist II	366-460	4392-5520	32

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(12- Medical Group)			
1200 Nurse Aide	\$164-225	\$1968-2700	15
1201 Clinic Nurse	279-335	3348-4020	26
1205 X-Ray Technician	319-382	3828-4584	29
1210 Physical Therapist	335-419	4020-5028	30
1220 Physician, General Medicine	*Professional and Administrative		
1221 Physician, Specialist (Group of Classes)	*Professional and Administrative		
1250 Hospital Orderly	156-215	1872-2580	14
1255 Hospital Dietitian	382-482	4584-5784	33
1260 Staff Nurse	279-335	3348-4020	26
1261 Surgical Nurse	292-350	3504-4200	27
1262 Supervising Nurse (Group of Classes)	305-382	3660-4584	28
1270 Chief of Nurses	419-514	5028-6168	35
(13- Sanitation Group)			
1310 Assistant Housing Inspector	279-335	3348-4020	26
1311 Housing Inspector	305-382	3660-4584	28
(2- RESEARCH AND SCIENTIFIC SERVICE)			
(20- Social Science Research Group)			
2007 Social Science Research Assistant I	164-235	1968-2820	15
2008 Social Science Research Assistant II	245-305	2940-3660	23
2009 Social Science Research Associate I (Group of Classes)	319-419	3828-5028	29
2010 Social Science Research Associate II (Group of Classes)	382-482	4584-5784	33
2011 Social Science Research Associate III (Group of Classes)	439-565	5268-6780	36
2012 Social Science Research Associate IV (Group of Classes)	539-710	6468-8520	40
(21- Pure and Applied Science Group)			
2100 Laboratory Research Assistant I	164-215	1968-2580	15
2101 Laboratory Research Assistant II	225-267	2700-3204	21
2102 Laboratory Research Assistant III	279-335	3348-4020	26
2108 Research Engineer-Scientist Assistant I (Group of Classes)	350-400	4200-4800	31
2109 Research Engineer-Scientist Assistant II (Group of Classes)	400-439	4800-5268	34
2110 Research Engineer-Scientist Assistant III (Group of Classes)	439-539	5268-6468	36
2111 Research Engineer-Scientist Associate I (Group of Classes)	419-514	5028-6168	35
2112 Research Engineer-Scientist Associate II (Group of Classes)	482-592	5784-7104	38

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
2113 Research Engineer-Scientist Associate III (Group of Classes)	\$565-680	\$6780-8160	41
2114 Research Engineer-Scientist Associate IV (Group of Classes)	620-740	7440-8880	43
2120 Field Operations Specialist	*Professional and Administrative		
2125 Research Veterinarian	*Professional and Administrative		
2126 Senior Research Veterinarian	*Professional and Administrative		
2130 Systems Development Specialist I	592-800	7104-9600	42
(22- Technical Staff Group)			
2210 Technical Staff Assistant I (Group of Classes)	181-267	2172-3204	17
2211 Technical Staff Assistant II (Group of Classes)	267-335	3204-4020	25
2212 Technical Staff Assistant III (Group of Classes)	335-419	4020-5028	30
2213 Technical Staff Assistant IV (Group of Classes)	419-514	5028-6168	35
2214 Technical Staff Assistant V (Group of Classes)	514-650	6168-7800	39
2220 Nuclear Physics Technical Specialist	592-740	7104-8880	42
2230 Computer Programmer I	419-514	5028-6168	35
2231 Computer Programmer II	482-592	5784-7104	38
2232 Computer Programmer III	565-680	6780-8160	41
(23- Laboratory and Stores Group)			
2300 Laboratory Attendant	128-215	1536-2580	10
2301 Laboratory Stores Assistant	215-279	2580-3348	20
2302 Laboratory Services Supervisor	292-382	3504-4584	27
2303 Procurement Officer (Group of Classes)	366-439	4392-5268	32
2304 Senior Procurement Officer	439-539	5268-6468	36
2305 Laboratory Bacteriologist	400-514	4800-6168	34
2309 Medical Technician	305-366	3660-4392	28
2310 Medical Technologist	366-439	4392-5268	32
2311 Supervising Medical Technologist	400-514	4800-6168	34
2320 Assistant Pharmacist	419-539	5028-6468	35
2321 Pharmacist	514-620	6168-7440	39
2322 Chief Pharmacist	592-710	7104-8520	42
2330 Animal Caretaker	164-267	1968-3204	15
(27- Humanities Research Group)			
2701 Humanities Research Assistant I	164-235	1968-2820	15
2702 Humanities Research Assistant II	245-305	2940-3660	23

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
2703 Humanities Research Associate I	\$319-419	\$3828-5028	29
2704 Humanities Research Associate II	382-482	4584-5784	33
(28- Language Group)			
2803 Translator	305-366	3660-4392	28
(3- ENGINEERING, TRADES, AND LABOR SERVICE)			
(30- Engineering Group)			
3000 Draftsman I	267-335	3204-4020	25
3001 Draftsman II	350-460	4200-5520	31
3003 Cartographic Technician I	279-350	3348-4200	26
3004 Cartographic Technician II	366-482	4392-5784	32
3005 Cartographer	460-565	5520-6780	37
3009 Architectural Assistant	419-514	5028-6168	35
3010 Architect I	565-680	6780-8160	41
3011 Architect II	*Professional and Administrative		
3014 Architect and Superintendent of Construction and Maintenance	*Professional and Administrative		
3015 Architect and Assistant to the Comptroller	*Professional and Administrative		
3018 Refrigerating and Heating Engineer	*Professional and Administrative		
3019 Assistant Power Plant Engineer	*Professional and Administrative		
3020 Power Plant Engineer	*Professional and Administrative		
3024 Assistant Maintenance Engineer	*Professional and Administrative		
3025 Maintenance Engineer	*Professional and Administrative		
3040 Electrical Engineer	*Professional and Administrative		
3050 Superintendent of Utilities	*Professional and Administrative		
(31-Plant Operation Group)			
3101 Utilities Station Operator	366-439	4392-5268	32
3102 Utilities Operations Foreman	460-565	5520-6780	37
3105 Building Utility Operator	305-366	3660-4392	28
3130 Assistant Refrigeration Foreman	419-514	5028-6168	35
3131 Refrigeration Foreman	460-565	5520-6780	37
3135 Assistant Air Conditioning Foreman	419-514	5028-6168	35
3136 Air Conditioning Foreman	460-565	5520-6780	37
3140 Assistant Steam Distribution Foreman	419-514	5028-6168	35
3141 Steam Distribution Foreman	460-565	5520-6780	37
3160 Distribution Supervisor	460-565	5520-6780	37
(32- Building and Allied Trades Group)			
3200 Maintenance Man (Group of Classes)	279-335	3348-4020	26
3208 Cabinetmaker	350-419	4200-5028	31

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
3209 Assistant Cabinetmaker Foreman	382-460	4584-5520	33
3210 Cabinetmaker Foreman	439-539	5268-6468	36
3211 Carpenter	350-419	4200-5028	31
3212 Assistant Carpenter Foreman	382-460	4584-5520	33
3213 Carpenter Foreman	439-539	5268-6468	36
3220 Electrician	382-460	4584-5520	33
3221 Assistant Electrical Foreman	419-514	5028-6168	35
3222 Electrical Foreman	460-565	5520-6780	37
3223 Cable Splicer	382-460	4584-5520	33
3226 Communications Technician	382-460	4584-5520	33
3227 Assistant Communications Supervisor	419-514	5028-6168	35
3228 Communications Supervisor	460-565	5520-6780	37
3230 Painter	319-382	3828-4584	29
3231 Assistant Painter Foreman	382-460	4584-5520	33
3232 Painter Foreman	439-539	5268-6468	36
3240 Plumber	382-460	4584-5520	33
3241 Assistant Plumber Foreman	419-514	5028-6168	35
3242 Plumber Foreman	460-565	5520-6780	37
3260 Steam Fitter	382-460	4584-5520	33
3268 Furniture Upholsterer	319-382	3828-4584	29
3269 Furniture Repairman and Refinisher	319-382	3828-4584	29
3270 Assistant Furniture and Furnishings Foreman	350-419	4200-5028	31
3271 Furniture and Furnishings Foreman	439-539	5268-6468	36
3280 Cement Finisher	335-400	4020-4800	30
3281 Mason	366-439	4392-5268	32
3283 Plasterer	350-419	4200-5028	31
3285 Steel Worker	382-460	4584-5520	33
3287 Sheetmetal Worker	350-419	4200-5028	31
3290 Insulator	382-460	4584-5520	33
3295 Construction Machinery Operator	319-382	3828-4584	29
(33- Mechanical and Allied Trades Group)			
3310 Automotive Mechanic	292-350	3504-4200	27
3320 Boilermaker	382-460	4584-5520	33
3330 Plant Maintenance Mechanic	382-460	4584-5520	33
3331 Assistant Maintenance Mechanic Foreman	419-514	5028-6168	35
3332 Maintenance Mechanic Foreman	460-565	5520-6780	37
3335 Shop Assistant (Mechanical Engineering)	350-439	4200-5268	31
3340 Refrigeration Mechanic	382-460	4584-5520	33
3350 Temperature Control Mechanic	382-460	4584-5520	33
3360 Welder	382-460	4584-5520	33
3363 Glassblower Apprentice	256-335	3072-4020	24
3364 Glassblower I	350-460	4200-5520	31
3365 Glassblower II	482-592	5784-7104	38
3366 Glassblower Supervisor	592-740	7104-8880	42

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
3370 Locksmith	\$319-382	3828-4584	29
3371 Laboratory Machinist	382-460	4584-5520	33
3373 Machinist Foreman	460-565	5520-6780	37
3380 Scientific Instrument Maker I	382-460	4584-5520	33
3381 Scientific Instrument Maker II	439-539	5268-6468	36
3390 Motorboat Operator	319-400	3828-4800	29
3391 Games Mechanic I	245-292	2940-3504	23
3392 Games Mechanic II	292-366	3504-4392	27
(34- Printing and Allied Trades Group)			
3400 Offset Press Operator	279-350	3348-4200	26
3401 Offset Press Foreman	366-460	4392-5520	32
3410 Book Repairer	245-292	2940-3504	23
3420 Bindery Foreman	Prevailing		
3430 Press Foreman	Prevailing		
3449 Assistant Manager, Printing Division	592-710	7104-8520	42
3450 Manager, Printing Division	*Professional and Administrative		
(35- Labor and Labor Supervision Group)			
3500 Laborer	181-245	2172-2940	17
3501 Utility Worker	225-279	2700-3348	21
3505 Helper (Group of Classes)	128-215	1536-2580	10
3508 Groundskeeper	200-256	2400-3072	19
3510 Gardener	225-267	2700-3204	21
3520 Grounds Crew Foreman	279-335	3348-4020	26
3524 Assistant Grounds Maintenance Supervisor	350-419	4200-5028	31
3525 Grounds Maintenance Supervisor	419-514	5028-6168	35
3529 Assistant Transportation Foreman	350-419	4200-5028	31
3540 Transportation Foreman	419-514	5028-6168	35
3548 Assistant Foreman, Maintenance and Repair Shop	382-460	4584-5520	33
3550 Assistant Superintendent of Construction and Maintenance	460-565	5520-6780	37
(4- CUSTODIAL AND FOOD SERVICE)			
(40- Housing Management Group)			
4005 Receptionist	100-128	1200-1536	5
4005 Dormitory Supervisor	128-225	1536-2700	10
4006 House Supervisor	200-256	2400-3072	19
4029 Assistant Manager, University Apartments	382-460	4584-5520	33
4030 Manager, University Apartments and Maintenance Services	460-565	5520-6780	37
4040 Manager, Women's Residence Halls	482-592	5784-7104	38
4044 Assistant Manager, Men's Residence Halls	382-460	4584-5520	33
4045 Manager, Men's Residence Halls	460-565	5520-6780	37

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(41- Food Service Group)			
4100 Food Service Worker	\$135-215	\$1620-2580	11
4110 Food Preparation Worker	142-235	1704-2820	12
4111 Cook I	164-215	1968-2580	15
4112 Cook II	225-319	2700-3828	21
4120 Baker I	164-215	1968-2580	15
4121 Baker II	225-319	2700-3828	21
4130 Food Checker and Cashier	181-245	2172-2940	17
4140 Food Service Supervisor I	181-256	2172-3072	17
4141 Food Service Supervisor II	267-350	3204-4200	25
4142 Food Service Supervisor III	366-482	4392-5784	32
4150 Assistant Manager, University Commons	460-565	5520-6780	37
4151 Manager, University Commons	565-680	6780-8160	41
4155 Manager, University Tea House	400-514	4800-6168	34
4157 Manager, Varsity Cafeteria	439-539	5268-6468	36
(42- Building Services and Custodial Group)			
4200 Custodial Worker	135-215	1620-2580	11
4210 Housekeeper I	181-245	2172-2940	17
4211 Housekeeper II	235-305	2820-3660	22
4212 Housekeeper III	279-350	3348-4200	26
4213 Housekeeping Supervisor	292-366	3504-4392	27
4220 Elevator Operator	181-225	2172-2700	17
4230 Building Attendant	200-256	2400-3072	19
4231 Building Crew Foreman	292-350	3504-4200	27
4232 Assistant Building Services Supervisor	350-419	4200-5028	31
4233 Building Services Supervisor	439-539	5268-6468	36
4234 Assistant Superintendent of Buildings and Grounds	439-539	5268-6468	36
4235 Superintendent of Building and Grounds	*Professional and Administrative		
4240 Exterminator	292-350	3504-4200	27
4241 Games Area Custodian	245-305	2940-3660	23
4244 Fire Safety Inspector	382-460	4584-5520	33
4245 Fire Marshal	439-539	5268-6468	36
(43- Security Group)			
4310 Guard	190-256	2280-3072	18
4311 Guard, BRC	235-279	2820-3348	22
4312 Chief Guard, BRC	279-335	3348-4020	26
4320 Traffic and Security Officer	267-319	3204-3828	25
4321 Traffic and Security Sergeant	292-350	3504-4200	27
4322 Traffic and Security Captain	335-400	4020-4800	30
4323 Chief Traffic and Security Officer	439-539	5268-6468	36

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(5- OIL, LAND, AND GEOLOGY SERVICE)			
(50-)			
5000 Oil Gauger	\$382-482	\$4584-5784	33
5001 Chief Oil Gauger	419-514	5028-6168	35
5004 Geophysical Inspector	419-514	5028-6168	35
5005 Assistant Oil Supervisor	482-650	5784-7800	38
5009 Assistant Land Agent	482-650	5784-7800	38
5020 Oil Scout	439-539	5268-6468	36
5030 Geologist	482-620	5784-7440	38
5031 Senior Geologist	*Professional and Administrative		
5032 Supervising Geologist	*Professional and Administrative		
5040 Petroleum Engineer	*Professional and Administrative		
5047 Production and Development Analyst, University Lands	460-565	5520-6780	37
5049 Land and Title Clerk	335-419	4020-5028	30
5050 Land and Title Registrar	460-565	5520-6780	37
5060 Assistant Auditor, Oil and Gas Production	*Professional and Administrative		
5061 Auditor, Oil and Gas Production	*Professional and Administrative		
(6- EDUCATIONAL AND INFORMATIONAL SERVICE)			
(60- Professional Library Group)			
6010 Librarian I (Group of Classes)	419-514	5028-6168	35
6011 Librarian II (Group of Classes)	460-565	5520-6780	37
6012 Librarian III (Group of Classes)	514-592	6168-7104	39
6020 Archives Translator	350-439	4200-5268	31
6030 Archivist	*Professional and Administrative		
6040 Chief Catalog Librarian	*Professional and Administrative		
6041 Loan Librarian	*Professional and Administrative		
6042 Acquisition Librarian	*Professional and Administrative		
6043 Humanities Research Center Librarian	*Professional and Administrative		
6045 Latin American Collections Librarian	*Professional and Administrative		
6047 Chief Reference Librarian	*Professional and Administrative		
6048 Texas History Center Librarian	*Professional and Administrative		
6049 Undergraduate Library Librarian	*Professional and Administrative		
6050 Law Librarian I	460-565	5520-6780	37
6051 Law Librarian II	539-620	6468-7440	40
6052 Law Librarian	*Professional and Administrative		
6060 Director, Package Loan Library	*Professional and Administrative		
(61-Training Program Group)			
6100 Training Specialist I) (Group of Classes)	419-514	5028-6168	35
6101 Training Specialist II (Group of Classes)	514-650	6168-7800	39
6102 Training Specialist III (Group of Classes)	565-770	6780-9240	41

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
6103 Vocational Teacher-Trainer	\$539-740	\$6468-8880	40
6115 Mental Health Education Specialist	*Professional and Administrative		
(62. Interscholastic Services Group)			
6210 Interscholastic Music Director	482-592	5784-7104	38
6220 Interscholastic Speech-Drama Director	482-592	5784-7104	38
6230 Interscholastic Journalism Director	482-592	5784-7104	38
(63- Athletic Group)			
6300 Intramurals Official	Prevailing		
6310 Intramurals Assistant	181-225	2172-2700	17
6311 Swimming Pool Supervisor	156-215	1872-2580	14
6320 Intramurals Assistant Director	460-565	5520-6780	37
6321 Intramurals Director	620-770	7440-9240	43
6330 Associate Director of Co-Recreation	439-539	5268-6468	36
6340 Assistant Business Manager of Athletics	514-620	6168-7440	39
(65- Music, Art, and Drama Group)			
6500 Pianist	164-245	1968-2940	15
6501 Improvisational Pianist	256-319	3072-3828	24
6502 Coach-Accompanist	319-400	3828-4800	29
6510 Vocalist	1.00 per hr. for rehearsal; 16 2.00 per hr. for broadcast. 31		
6511 Instrumentalist	1.50 per hr. for rehearsal; 24 2.00 per hr. for broadcast. 31		
6512 Professional Actor	2.00 per hr. for rehearsal and performance. 31		
6513 Professional Musician	3.00 per hr. for rehearsal; 4.00 per hr. for performance		
6515 Band Leader	292-366	3504-4392	27
6524 Studio Technician, Art	164-235	1968-2820	15
6527 Art Registrar	382-460	4584-5520	33
6529 Slide Librarian	256-305	3072-3660	24
6530 Commercial Artist I	215-267	2580-3200	20
6531 Commercial Artist II	279-350	3348-4200	26
6532 Commercial Artist III	350-460	4200-5520	31
6535 Commercial Artist, Graphic Designer I	215-267	2580-3200	20
6536 Commercial Artist, Graphic Designer II	279-350	3348-4200	26
6537 Commercial Artist, Graphic Designer III	350-460	4200-5520	31
6540 Wardrobe Mistress	190-256	2280-3072	18
6550 Director of Public Programs	460-592	5520-7104	37
(66- Radio and Television Group)			
6600 Radio-Television Control Technician	400-514	4800-6168	34
6601 Radio-Television Technical Supervisor	419-565	5028-6780	35
6602 Radio-Television Chief Engineer	592-740	7104-8880	42
6605 Videotape Recording Technician	382-482	4584-5784	33
6610 Radio Script Writer	335-419	4020-5028	30

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<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
6611 Radio-Television Script Editor	\$382-482	\$4584-5784	33
6612 Radio Writer-Producer	350-439	4200-5268	31
6620 Radio Production Assistant	156-215	1872-2580	14
6629 Television Production Assistant I	156-215	1872-2580	14
6630 Television Production Assistant II	225-292	2700-3504	21
6631 Television Film Editor	482-592	5784-7104	38
6632 Television Production Supervisor	514-620	6168-7440	39
6633 Television Art Supervisor	482-592	5784-7104	38
6634 Television Staging Services Supervisor	482-592	5784-7104	38
6640 Television Program Director	620-740	7440-8880	43
(57- Audio-Visual Group)			
6700 Projection Technician	172-245	2064-2940	16
6710 Audio-Visual Shipping Supervisor	267-335	3204-4020	25
6720 Photographic Technician	235-279	2820-3348	22
6721 Photographer	279-335	3348-4020	26
6722 Chief Photographer	335-419	4020-5028	30
6725 Audio-Visual Specialist (Group of Classes)	292-366	3504-4392	27
6725 Audio-Visual Educational Specialist I	419-514	5028-6168	35
6727 Audio-Visual Educational Specialist II	539-650	6468-7800	40
6740 Motion Picture Laboratory Technician	256-319	3072-3828	24
6743 Cameraman	400-482	4800-5784	34
6744 Motion Picture Director-Cinematographer	514-620	6168-7440	39
6745 Motion Picture Production Supervisor	539-650	6468-7800	40
6746 Assistant to the Director, Visual Instruction Bureau	592-740	7104-8880	42
(58- Journalism Group)			
6800 Junior Reporter	156-215	1872-2580	14
6810 Proofreader	245-292	2940-3504	23
6820 Informational Writer I	279-350	3348-4200	26
6821 Informational Writer II	350-460	4200-5520	31
6822 Assistant Director and Editor, News and Information Service	439-539	5268-6468	36
6825 Technical Reports Editor I	319-400	3828-4800	29
6826 Technical Reports Editor II	382-482	4584-5784	33
6850 Publications Production Manager	565-770	6780-9240	41
6854 Editorial Assistant, University Press	225-279	2700-3348	21
6855 Editor I, University Press	292-382	3504-4584	27
6856 Editor II, University Press	382-482	4584-5784	33
6857 Editor III, University Press	482-565	5784-6780	38
6859 Assistant Advisor to University Publications	514-620	6168-7440	39
6860 Advisor to University Publications	*Professional and Administrative		
6870 Sales Manager, University Press	514-650	6168-7800	39
6875 Assistant to the Director, University Press	514-620	6168-7440	39
(69- Legal Aid Group)			
6900 Legal Aid Attorney	*Professional and Administrative		
6905 Legal Aid Director	514-620	6168-7440	39

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0070 Director of Employee Benefits	\$514- 680	\$6168- 8160	39
0075 Assistant Director, Housing and Food Service	710- 835	8520-10020	46
0095 Assistant to the Comptroller	680- 835	8160-10020	45
0104 Chief, Accounting Division	620- 770	7440- 9240	43
0105 Assistant University Auditor	680- 835	8160-10020	45
0111 Senior Security Analyst	740- 910	8880-10920	47
0112 Assistant to the Endowment Officer	650- 835	7800-10020	44
0120 Bursar	592- 740	7104- 8880	42
0140 Branch College Auditor	620- 770	7440- 9240	43
0150 Assistant to the Business Manager	680- 835	8160-10020	45
0314 Supervisor, Data Processing Division	592- 740	7104- 8880	42
0410 Purchasing Agent	539- 680	6468- 8160	40
0500 Assistant Land and Trust Attorney	539- 680	6468- 8160	40
0729 Assistant Director, University Personnel	565- 710	6780- 8520	41
1035 Director of Student Activities	620- 770	7440- 9240	43
1045 Director, Texas Union	620- 770	7440- 9240	43
1112 Psychologist III	565- 710	6780- 8520	41
1220 Physician, General Medicine	800-1100	9600-13200	49
1221 Physician, Specialist	910-1250	10920-15000	52
2120 Field Operations Specialist	514- 620	6168- 7440	39
2125 Research Veterinarian	539- 650	6468- 7800	40
2126 Senior Research Veterinarian	650- 770	7800- 9240	44
3011 Architect II	710- 870	8520-10440	46
3014 Architect and Superintendent of Construction and Maintenance	770- 950	9240-11400	48
3015 Architect and Assistant to the Comptroller	770- 950	9240-11400	48
3018 Refrigerating and Heating Engineer	710- 870	8520-10440	46
3019 Assistant Power Plant Engineer	565- 710	6780- 8520	41
3020 Power Plant Engineer	710- 870	8520-10440	46
3024 Assistant Maintenance Engineer	565- 710	6780- 8520	41
3025 Maintenance Engineer	710- 870	8520-10440	46
3040 Electrical Engineer	710- 870	8520-10440	46
3050 Superintendent of Utilities	770- 950	9240-11400	48
3050 Manager, Printing Division	710- 870	8520-10440	46
3075 Superintendent of Buildings and Grounds	565- 710	6780- 8520	41
3081 Senior Geologist	680- 835	8160-10020	45
3082 Supervising Geologist	680- 870	8160-10440	45
3040 Petroleum Engineer	482- 565	5784- 6780	38
3050 Assistant Auditor, Oil and Gas Production	514- 650	6168- 7800	39
3051 Auditor, Oil and Gas Production	539- 680	6468- 8160	40

Professional and Administrative

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Table No. 1
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1962-1963

<u>Class</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
6030 Archivist	565-710	6780-8520	41
6040 Chief Catalog Librarian	565-710	6780-8520	41
6041 Loan Librarian	565-710	6780-8520	41
6042 Acquisition Librarian	565-710	6780-8520	41
6043 Humanities Research Center Librarian	565-710	6780-8520	41
6045 Latin American Collections Librarian	565-710	6780-8520	41
6047 Chief Reference Librarian	565-710	6780-8520	41
6048 Texas History Center Librarian	565-710	6780-8520	41
6049 Undergraduate Library Librarian	565-710	6780-8520	41
6052 Law Librarian	650-800	7800-9600	44
6050 Director, Package Loan Library	565-710	6780-8520	41
6115 Mental Health Education Specialist	482-620	5784-7440	38
6860 Advisor to University Publications	620-770	7440-9240	43
6900 Legal Aid Attorney	382-482	4584-5784	33

PROPOSED SALARY RANGES
FOR POSITIONS IN THE CLASSIFIED SERVICE

TEXAS WESTERN COLLEGE
of The University of Texas

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EFFECTIVE
SEPTEMBER 1, 1962

Introduction

This tabulation presents the recommended assignments of proposed classes of work to appropriate ranges of compensation as presented in Table I. The first column shows the schematic number of the class by which it may be located in the book of class descriptions. The second column contains the proposed class title. The third and fourth columns present the recommended minimum and maximum rates of pay for each of the classes, monthly and annually. The fifth column shows the number of steps or increments there are between the minimum and maximum rates. The sixth column gives the range number from which reference to the basic salary schedule show each individual step in any desired range.

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 of 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		NUMBER INTERMEDIATE STEPS	RANGE NUMBER
		MONTHLY	ANNUAL		
OXXX	CLERICAL, FISCAL, AND ADMINISTRATIVE SERVICE				
0001	Clerk	200-256	2400-3072	4	19
0002	Senior Clerk	256-319	3072-3828	4	24
0003	Administrative Clerk	292-366	3504-4392	4	27
0010	Clerk-Typist	200-256	2400-3072	4	19
0011	Senior Clerk-Typist	256-319	3072-3828	4	24
0020	Secretary	245-305	2940-3660	4	23
0022	Administrative Secretary	305-382	3660-4584	4	28
0028	Assistant Registrar	382-482	4584-5784	4	33
0030	Administrative Assistant	382-482	4584-5784	4	33
0040	Assistant to Business Manager	419-539	5028-6468	4	35
0050	Office Supply and Duplicating Services Manager	256-319	3072-3828	4	24
0300	Switchboard Operator	215-267	2580-3204	4	20
0303	Bookkeeping Machine Operator	245-305	2940-3660	4	23
0401	Warehouseman	305-382	3660-4584	4	28
0430	Laboratory Services Supervisor	292-382	3504-4584	5	27-33
0900	Bookstore Clerk	200-256	2400-3072	4	19
0905	Bookstore Manager	460-592	5520-7104	4	37

CLASS		RANGE		NUMBER	RANGE
		MONTHLY	ANNUAL	INTERMEDIATE STEPS	NUMBER
1XXX	MEDICAL AND HOSPITAL SERVICE				2-03-62
1210	Clinic Nurse	292-366	3504-4392	4	27
3XXX	ENGINEERING, TRADES AND LABOR SERVICE				
3010	Assistant Director, Physical Plant	460-592	5520-7104	4	37
3105	Building Utility Operator	366-460	4392-5520	4	32
3180	Assistant Physical Plant Engineer	350-439	4200-5268	4	31
3181	Physical Plant Engineer	400-514	4800-6168	4	34
3200	Maintenance Man	235-292	2820-3504	4	22
3205	Building Services Supervisor	350-439	4200-5268	4	31
3210	Carpenter	319-400	3828-4800	4	29
3220	Electrician	350-439	4200-5268	4	31
3230	Painter	256-319	3072-3828	4	24
3231	Painter Foreman	292-366	3504-4392	4	27
3240	Plumber	319-400	3828-4800	4	29
3402	Cylinder Pressman	319-400	3828-4800	4	29
3405	Printer Foreman	482-592	5784-7104	3	38
3500	Laborer	156-200	1827-2400	4	14
3501	Utility Worker	190-245	2280-2940	4	18
3502	Yard Foreman	215-267	2580-3204	4	20
4XXX	CUSTODIAL SERVICE				
4200	Custodial Worker	164-215	1968-2580	4	15
4205	Custodial Supervisor	305-382	3660-4584	4	27
4300	Watchman	235-292	2820-3504	4	21
5XXX	LIBRARY SERVICE				
5000	Library Assistant	245-335	2940-4020	6	23-30
5010	Librarian I (Group of Classes)	319-419	3828-5028	5	29-35
5100	Assistant Librarian	382-482	4584-5784	4	33
5110	Chief of Tech. Services (Library)	400-514	4800-6168	4	34
7XXX	GUIDANCE AND COUNSELING SERVICE				
7100	Assistant Dormitory Director	100-172	1200-2064	10	5
7101	Dormitory Director	172-256	2064-3072	7	16

SALARY RANGES COVERING CLASSES OF POSITIONS
IN THE CLASSIFIED SERVICE

2-03-62

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	RANGE		Step Number	
	Monthly	Annual		
(See Table No. 2 for Intermediate Steps and Hourly Rates)				
(00XX CLERICAL, FISCAL, AND ADMINISTRATIVE SERVICE)				
(00XX Clerical and General Administrative Group)				
0000	Clerical Assistant	\$172-235	\$2064-2820	16
0001	Clerk	225-279	2700-3348	21
0002	Senior Clerk	279-350	3348-4200	26
0003	Administrative Clerk	350-460	4200-5520	31
0004	Chief Clerk (Group of Classes)	400-539	4800-6468	34
0010	Clerk-Typist	225-279	2700-3348	21
0011	Senior Clerk-Typist	279-350	3348-4200	26
0012	Medical Records Typist	245-305	2940-3660	23
0020	Secretary	245-305	2940-3660	23
0021	Senior Secretary	292-366	3504-4392	27
0022	Administrative Secretary	350-439	4200-5268	31
0023	Administrative Assistant	419-565	5028-6780	35
0027	Dispatcher	335-419	4020-5028	30
0032	Assistant Admitting Officer	366-460	4392-5520	32
0033	Admitting Officer	439-565	5268-6780	36
0034	Bursar	539-680	6468-8160	40
0050	Communications Supervisor	539-680	6468-8160	40
(01XX Fiscal and Accounting Group)				
0100	Accounting Clerk	279-350	3348-4200	26

<u>CLASS</u>		<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
0109	Accountant I	400-514	4800-6168	34
0110	Accountant II	460-565	5520-6780	37
0111	Chief, Accounting Division	514-650	6168-7800	39
0112	Assistant Auditor	514-650	6168-7800	39
0113	Internal Auditor	514-650	6168-7800	39
0130	Supervisor, Payroll Division	482-620	5784-7440	38
(02XX Office Equipment Operation Group)				
0200	Switchboard Operator	225-279	2700-3348	21
0205	Chief Switchboard Operator	267-335	3204-4020	25
0210	Key Punch Operator	245-305	2940-3660	23
0212	Senior Key Punch Operator	292-366	3504-4392	27
0215	Tabulating Equipment Operator	335-419	4020-5028	30
0218	Systems Analyst and Programmer	539-680	6468-8160	40
0220	Tabulating Equipment Supervisor	514-650	6168-7800	39
(03XX Stores and Procurement Group)				
0300	Stores Clerk I	225-279	2700-3348	21
0301	Stores Clerk II	256-319	3072-3828	24
0305	Stores Clerk III	292-366	3504-4392	27
0310	Storekeeper	366-460	4392-5520	32
0313	Assistant Stores Supervisor	419-539	5028-6468	35
0315	Stores Supervisor	460-592	5520-7104	37
0319	Assistant Purchasing Agent	419-539	5028-6468	35
0320	Purchasing Agent (Medical Branch)	539-680	6468-8160	40
(04XX Retail Sales Group)				
0400	Store Manager	419-539	5028-6468	35
(05XX Medical Records Group)				
0500	Medical Records Librarian	350-439	4200-5268	31
0505	Assistant Chief Medical Records Librarian	439-565	5268-6780	36
0510	Chief Medical Records Librarian	592-740	7104-8880	42
(07XX Personnel Group)				
0710	Personnel Interviewer	335-419	4020-5028	30
0720	Personnel Assistant	400-514	4800-6168	34
0729	Assistant Director, Staff Personnel	482-620	5784-7440	38
0730	Director, Staff Personnel	620-770	7440-9240	43
(1XXX MEDICAL, DENTAL, AND HOSPITAL SERVICE)				
(10XX Dental Group)				
1000	Dental Assistant	215-267	2580-3204	20
1005	Dental Technician	319-400	3828-4800	29

<u>CLASS</u>		<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(11XX Technical Group)				
1100	Heart Station Technician	215-267	2580-3204	20
1105	Heart Station Supervisor	319-400	3828-4800	29
1110	Electroencephalograph Technician	305-382	3660-4584	28
1112	Chief Electroencephalograph Technician	366-460	4392-5520	32
1115	Oxygen Technician	181-245	2172-2940	17
1121	X-Ray Technician	305-382	3660-4584	28
1125	Chief X-Ray Technician	592-740	7104-8880	42
1129	Assistant Central Supply Supervisor	267-335	3204-4020	25
1130	Central Supply Supervisor	439-514	5268-6168	36
(12XX Nursing Group)				
1200	Hospital Aide	142-235	1704-2820	12
1203	Ward Clerk	215-267	2580-3204	20
1204	Operating Room Technician	225-279	2700-3348	21
1205	Vocational Nurse	225-279	2700-3348	21
1210	Staff Nurse	350-419	4200-5028	31
1215	Operating Room Nurse	350-419	4200-5028	31
1218	Assistant Head Nurse	366-439	4392-5268	32
1220	Head Nurse	400-482	4800-5784	34
1225	Assistant Nursing Supervisor	439-539	5268-6468	36
1230	Nursing Supervisor	482-592	5784-7104	38
1240	Assistant Director, Nursing Service	565-680	6780-8160	41
1245	Associate Director, Nursing Service	620-740	7440-8880	43
(13XX Pharmaceutical Group)				
1301	Pharmacy Technician	190-245	2280-2940	18
1302	Pharmacist	539-680	6468-8160	40
1303	Assistant Chief Pharmacist	592-740	7104-8880	42
1305	Chief Pharmacist	680-835	8160-10020	45
(14XX Social Service Group)				
1400	Patient Relations Worker	245-305	2940-3660	23
1405	Social Case Aide	319-366	3828-4392	29
1408	Social Case Worker I	460-514	5520-6168	37
1410	Social Case Worker II	514-620	6168-7440	39
1412	Social Work Supervisor	514-650	6168-7800	39
1415	Director, Social Service	650-800	7800-9600	44
(15XX Therapy Group)				
1505	Physical Therapy Assistant	215-267	2580-3204	20
1510	Physical Therapist	382-482	4584-5784	33
1520	Occupational Therapy Assistant	215-267	2580-3204	20
1525	Occupational Therapist	382-482	4584-5784	33
1526	Recreational Therapist	319-400	3828-4800	29
1528	Speech Therapist	319-400	3828-4800	29
1530	Director, Occupational Therapy	539-680	6468-8160	40

<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(16XX Testing and Guidance Group)			
1600 School Teacher	419-539	5028-6468	35
1605 Psychometrist	245-319	2940-3828	23
(2XXX RESEARCH AND SCIENTIFIC SERVICE)			
(20XX Laboratory Services Group)			
2000 Animal Caretaker	164-267	1968-3204	15
2005 Animal Hospital Supervisor	319-400	3828-4800	29
2010 Laboratory Helper	142-215	1704-2580	12
2020 Laboratory Technical Assistant	215-319	2580-3828	20
2025 Laboratory Services Supervisor	292-382	3504-4584	27
2030 Anatomical Embalmer	335-419	4020-5028	30
2040 Autopsy Assistant	267-335	3204-4020	25
2050 Medical Museum Curator	335-419	4020-5028	30
(21XX Diagnostic Laboratory Group)			
2100 Laboratory Technologist I	366-460	4392-5520	32
2101 Laboratory Technologist II	419-539	5028-6468	35
2105 Technical Director, Blood Bank	592-740	7104-8880	42
2107 Technical Director, Laboratory Technology	592-740	7104-8880	42
2110 Histology Technician (Trainee)	100	1200	*See Footnote
2113 Histology Technician	305-382	3660-4584	28
2116 Technical Director, Histopathology	539-680	6468-8160	40
(22XX Research Laboratory Group)			
2200 Research Technician I	335-460	4020-5520	30
2201 Research Technician II	439-565	5268-6780	36
2202 Research Associate	539-740	6468-8880	40
2210 Research Scientist	710-870	8520-10440	46
(23XX Scientific Art Group)			
2300 Medical Photography Assistant	235-292	2820-3504	22
2305 Medical Photographer	335-419	4020-5028	30
2310 Medical Photography Supervisor	514-650	6168-7800	39
2320 Medical Illustration Assistant	235-292	2820-3504	22
2323 Medical Illustrator	305-382	3660-4584	28
2325 Medical Illustration Supervisor	514-650	6168-7800	39
2340 Medical Sculptor	482-620	5784-7440	38
(3XXX ENGINEERING, TRADES, AND LABOR SERVICE)			
(30XX Engineering and Administrative Group)			
3000 Draftsman I	319-400	3828-4800	29
3001 Draftsman II	400-514	4800-6168	34
3005 Architectural Assistant	482-620	5784-7440	38
3007 Clerk-of-the-Works	400-514	4800-6168	34

CLASS		Monthly	Annual	Step Number
3010	Electrical Superintendent	592-740	7104-8880	42
3015	Superintendent of Remodeling and Construction	650-800	7800-9600	44
3020	Superintendent of Air Conditioning and Refrigeration	650-800	7800-9600	44
3023	Assistant Superintendent, Buildings and Grounds Maintenance	460-592	5520-7104	37
3025	Superintendent, Buildings and Grounds Maintenance	592-740	7104-8880	42
3041	Mechanical Engineer	592-740	7104-8880	42
3045	Assistant Director, Physical Plant	710-870	8520-10440	46
(31XX Plant Operation Group)				
3100	Stationary Fireman	350-400	4200-4800	31
3110	Chief Stationary Engineer	460-565	5520-6780	37
(32XX Building and Allied Trades Group)				
3200	Maintenance Man (Group of Classes)	267-350	3204-4200	25
3210	Carpenter	350-400	4200-4800	31
3215	Carpenter Foreman	439-565	5268-6780	36
3220	Electrician	400-460	4800-5520	34
3225	Electrician Foreman	514-650	6168-7800	39
3230	Painter	350-419	4200-5028	31
3235	Painter Foreman	439-565	5268-6780	36
3240	Plumber and Steamfitter	400-460	4800-5520	34
3245	Plumbing and Steamfitting Foreman	514-650	6168-7800	39
3247	Insulator	400-460	4800-5520	34
3249	Plasterer	419-514	5028-6168	35
3250	Welder	400-460	4800-5520	34
(33XX Mechanical and Allied Trades Group)				
3305	Locksmith	335-382	4020-4584	30
3310	Instrument Mechanic	400-514	4800-6168	34
3315	Communications Mechanic	400-482	4800-5784	34
3320	Refrigeration Mechanic	400-482	4800-5784	34
3325	Refrigeration Mechanic Foreman	514-650	6168-7800	39
3326	Air Conditioning Lead Man	482-565	5784-6780	38
3327	Air Conditioning Mechanic	400-460	4800-5520	34
3328	Air Conditioning Foreman	539-680	6468-8160	40
3330	Laboratory Mechanic	350-439	4200-5268	31
3345	Electronic Technologist	514-650	6168-7800	39
3347	Electronics Equipment Supervisor	565-710	6780-8520	41
3350	Scientific Instrument Maker	460-592	5520-7104	37
3355	Instrument Shop Foreman	539-680	6468-8160	40
(34XX Printing and Allied Trades Group)				
3400	Multilith Operator	305-382	3660-4584	28
3410	Assistant Bookbinder	245-305	2940-3660	23

CLASS		Monthly	Annual	Step Number
3-15	Bookbinder	400-514	4800-6168	34
3-20	Print Shop Supervisor	419-514	5028-6168	35
(35XX Labor and Labor Supervision Group)				
3500	Laborer	190-256	2280-3072	18
3502	Laborer Foreman	305-382	3660-4584	28
3510	Truck Driver	215-256	2580-3072	20
3530	Campus Foreman	400-514	4800-6168	34
(4-XXX CUSTODIAL AND FOOD SERVICE)				
(4-CXX Laundry Group)				
4000	Laundry Worker, Female	128-181	1536-2172	10
4001	Laundry Worker, Male	164-215	1968-2580	15
4003	Presser, Machine	135-172	1620-2064	11
4004	Marker, Sorter	149-190	1788-2280	13
4005	Washman	200-256	2400-3072	19
4006	Washer, Extractor	172-235	2064-2820	16
4012	Assistant Laundry Manager	305-382	3660-4584	28
4015	Laundry Manager	439-565	5268-6780	36
(41XX Food Service Group)				
4100	Food Service Worker I	142-181	1704-2172	12
4101	Food Service Worker II	149-190	1788-2280	13
4103	Food Preparation Worker I	142-181	1704-2172	12
4104	Food Preparation Worker II	164-215	1968-2580	15
4105	Food Service Supervisor	245-305	2940-3660	23
4110	Cook I	172-235	2064-2820	16
4111	Cook II	235-292	2820-3504	22
4112	Cook III	267-335	3204-4020	25
4118	Baker-Helper	215-267	2580-3204	20
4119	Baker I	267-335	3204-4020	25
4120	Baker II	335-419	4020-5028	30
4123	Butcher-Helper	215-267	2580-3204	20
4125	Butcher	335-419	4020-5028	30
4135	Cafeteria Manager I	350-439	4200-5268	31
4137	Cafeteria Manager II	382-482	4584-5784	33
4140	Therapeutic Dietitian	366-460	4392-5520	32
4141	Assistant Chef	335-419	4020-5028	30
4142	Chef	482-620	5784-7440	38
4143	Chief Therapeutic Dietitian	514-650	6168-7800	39
4145	Chief Administrative Food Service Dietitian	514-650	6168-7800	39
4147	Chief Administrative Food Production Dietitian	514-650	6168-7800	39
4149	Employee Training Dietitian	514-650	6168-7800	39
4151	Research Dietitian	514-650	6168-7800	39
4153	Assistant Director, Dietary Department	650-800	7800-9600	44

<u>CLASS</u>		<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
(42XX Building Services and Custodial Group)				
4200	Custodial Worker, Female	128-181	1536-2172	10
4201	Custodial Worker, Male	164-215	1968-2580	15
4210	Exterminator	181-225	2172-2700	17
4220	Elevator Operator	128-164	1536-1968	10
4230	Seamstress	149-190	1788-2280	13
4240	Housekeeper	256-319	3072-3828	24
4242	Housekeeping Supervisor	305-382	3660-4584	28
4245	Extermination Supervisor	305-382	3660-4584	28
4247	Assistant Executive Housekeeper	460-565	5520-6780	37
4250	Executive Housekeeper	592-740	7104-8880	42
(43XX Security Group)				
4300	Guard	256-305	3072-3660	24
4305	Security Sergeant	292-366	3504-4392	27
4310	Security Supervisor	400-514	4800-6168	34
(44XX Housing Management Group)				
4430	Manager, Dormitories and Apartments	439-539	5268-6468	36
(5XXX LIBRARY SERVICE)				
5000	Assistant Librarian	350-439	4200-5268	31
5010	Associate Librarian	419-514	5028-6168	35
(5XXX EDUCATIONAL AND INFORMATIONAL SERVICE)				
(67XX Audio-Visual Group)				
6702	Assistant Audio-Visual Technician	235-292	2820-3504	22
6703	Audio-Visual Technician	350-439	4200-5268	31

* Position held for one year only.

THE UNIVERSITY OF TEXAS
DENTAL BRANCH

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Table No. II
Page 1

Effective
September 1, 1962

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 four 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 pay policies of the Dental Branch of the University, and the relationship of the different classes of employment as determined through evaluation of duties and responsibilities of each position.

CLASS		RANGE		Step Number
		Monthly	Annual	
OXXX	CLERICAL, FISCAL AND ADMINISTRATIVE SERVICE			
0000	Clerical Assistant	\$181-235	\$2172-2820	17
0001	Clerk	225-279	2700-3348	21
0002	Senior Clerk	279-382	3348-4584	26*
0010	Clerk-Typist	245-305	2940-3660	23
0020	Secretary	292-366	3504-4392	27
0021	Senior Secretary	335-419	4020-5028	30
0022	Administrative Secretary	382-482	4584-5784	33
0030	Administrative Assistant	439-565	5268-6780	36
0100	Accounting Clerk	279-350	3348-4200	26
0105	Accountant I	350-439	4200-5268	31
0106	Accountant II	419-539	5028-6468	35
0125	Cashier	267-335	3204-4020	25
0300	Switchboard Operator	245-305	2940-3660	23
0400	Stores Clerk I	225-279	2700-3348	21
0401	Stores Clerk II	256-319	3072-3828	24
0410	Storekeeper	279-350	3348-4200	26
0415	Assistant Purchasing Agent	382-482	4584-5784	33
0700	Personnel Assistant	400-514	4800-6168	34

*Indicates six intermediate steps, instead of four.

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Table No. II
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CLASS		Monthly	RANGE	Step
			Annual	Number
LXXX	MEDICAL AND DENTAL SERVICE			
1100	Dental Assistant	\$225-279	\$2700-3348	21
1101	Dental Technician I	235-292	2820-3504	22
1102	Dental Technician II	292-366	3504-4392	27
1103	Dental Technician III	350-439	4200-5268	31
1104	Dental Technician IV	439-565	5268-6780	36
1211	Dental Nurse	350-439	4200-5268	31
1212	Dental Nursing Supervisor	439-565	5268-6780	36
1400	X-Ray Technician	319-400	3828-4800	29
1401	Senior X-Ray Technician	419-539	5028-6468	35
1109	Apprentice Dental Assistant	100-150	1200-1800	
2XXX	RESEARCH AND SCIENTIFIC SERVICE			
2000	Animal Caretaker	172-225	2064-2700	16
2010	Laboratory Helper	172-245	2064-2940	16*
2030	Anatomical Embalmer	267-366	3204-4392	25*
2039	Laboratory Assistant	245-305	2940-3660	23
2040	Laboratory Technician I	305-382	3660-4584	28
2041	Laboratory Technician II	366-460	4392-5520	32
2042	Laboratory Technician Supervisor	439-565	5268-6780	36
2050	Dispensary Supervisor	319-439	3828-5268	29*
2200	Research Technician	366-460	4392-5520	32
2201	Research Assistant	419-539	5028-6468	35
2202	Research Associate	439-565	5268-6780	36
2300	Assistant Medical Photographer	335-419	4020-5028	30
2305	Medical Photographer	419-539	5028-6468	35
2323	Medical Illustrator	400-514	4800-6168	34
2325	Medical Illustration Supervisor	514-650	6168-7800	39
2335	Chief Audio Visual Librarian	400-514	4800-6168	34
3XXX	ENGINEERING, TRADES, AND LABOR SERVICE			
3025	Maintenance Engineer	482-620	5784-7440	38
3035	Director, Physical Plant	620-770	7440-9240	43
3105	Plant Operator	319-400	3828-4800	29
3200	Maintenance Man	319-400	3828-4800	29
3220	Electrician	400-514	4800-6168	34
3240	Plumber	400-514	4800-6168	34
3345	Assistant Dental Equipment Mechanic	319-400	3828-4800	29
3346	Dental Equipment Mechanic	439-565	5268-6780	36
3371	Laboratory Machinist	319-400	3828-4800	29
3400	Printing Plant Operator	382-482	4584-5784	33
3500	Laborer	172-225	2064-2700	16
3210	Carpenter	350-439	4200-5268	31

*Indicates six intermediate steps, instead of four.

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Table No. II
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CLASS		RANGE		Step Number
		Monthly	Annual	
3XXX	ENGINEERING, TRADES, AND LABOR SERVICE (CONTINUED)			
3501	Utility Worker	\$225-279	\$2700-3348	21
3510	Truck Driver	215-267	2580-3204	20
4XXX	CUSTODIAL SERVICE			
4200	Custodial Worker	\$172-225	\$2064-2700	16
4201	Custodian Watchman	215-267	2580-3204	20
4232	Building Supervisor	335-419	4020-5028	30
4300	Watchman	235-292	2820-3504	22
6XXX	EDUCATIONAL AND INFORMATION SERVICE			
6600	Radio, Television and Electronic Control Technician	350-439	4200-5268	31
6601	Television Audio Visual Specialist	350-439	4200-5268	31
6602	Radio and Television Technical Supervisor	460-592	5520-7104	37

SALARY SCHEDULES

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SEPTEMBER 1, 1962

<u>RANGE NO.</u>	<u>MONTHLY</u>	<u>ANNUAL</u>	<u>HOURLY</u>	<u>BI-WEEKLY</u>	<u>RANGE NO.</u>	<u>MONTHLY</u>	<u>ANNUAL</u>	<u>HOURLY</u>
1	85	1020	.490	39.20	29	319	3828	1.840
2	88	1056	.510	40.80	30	335	4020	1.932
3	92	1104	.530	42.40	31	350	4200	2.019
4	96	1152	.560	44.80	32	366	4392	2.111
5	100	1200	.580	46.40	33	382	4584	2.203
6	105	1260	.610	48.80	34	400	4800	2.307
7	110	1320	.640	51.20	35	419	5028	2.417
8	116	1392	.670	53.60	36	439	5268	2.532
9	122	1464	.710	56.80	37	460	5520	2.653
10	128	1536	.740	59.20	38	482	5784	2.780
11	135	1620	.780	62.40	39	514	6168	2.965
12	142	1704	.820	65.60	40	539	6468	3.109
13	149	1788	.860	68.80	41	565	6780	3.259
14	156	1872	.900	72.00	42	592	7104	3.415
15	164	1968	.950	76.00	43	620	7440	3.576
16	172	2064	1.000	80.00	44	650	7800	3.750
17	181	2172	1.050	84.00	45	680	8160	3.923
18	190	2280	1.100	88.00	46	710	8520	4.096
19	200	2400	1.160	92.80	47	740	8880	4.269
20	215	2580	1.240	99.20	48	770	9240	4.442
21	225	2700	1.300	104.00	49	800	9600	4.615
22	235	2820	1.360	108.80	50	850	10,200	4.903
23	245	2940	1.420	113.60	51	870	10,440	5.019
24	256	3072	1.480	118.40	52	910	10,920	5.250
25	267	3204	1.540	123.20	53	950	11,400	5.480
26	279	3348	1.610	128.80	54	1000	12,000	5.769
27	292	3504	1.690	135.20	55	1050	12,600	6.057
28	305	3660	1.760	140.80	56	1100	13,200	6.346

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SEPTEMBER 1, 1962

SALARY RANGES FOR
POSITIONS IN THE CLASSIFIED SERVICE

THE UNIVERSITY OF TEXAS

M. D. ANDERSON HOSPITAL AND TUMOR INSTITUTE

THIS TABULATION PRESENTS THE ASSIGNMENTS OF CLASSES OF WORK TO APPROPRIATE RANGES OF COMPENSATION. THE FIRST COLUMN SHOWS THE SCHEMATIC NUMBER OF THE CLASS BY WHICH IT MAY BE LOCATED IN THE BOOK OF CLASS DESCRIPTIONS. THE SECOND COLUMN CONTAINS THE CLASS TITLE. THE THIRD COLUMN PRESENTS THE MINIMUM AND MAXIMUM MONTHLY RATES OF PAY FOR EACH OF THE CLASSES. THE FOURTH COLUMN SHOWS THE ANNUAL RATES. THE FINAL COLUMN GIVES THE RANGE NUMBER.

CLASS	RANGE			
	MONTHLY	ANNUAL	RANGE NUMBER	
00XX	<u>CLERICAL, FISCAL, AND ADMINISTRATIVE SERVICE</u>			
00XX	<u>CLERICAL AND GENERAL ADMINISTRATIVE GROUP</u>			
0000	CLERICAL ASSISTANT	181-235	2172-2820	17
0001	CLERK	225-279	2700-3348	21
0002	SENIOR CLERK	279-350	3348-4200	26
0003	ADMINISTRATIVE CLERK	319-400	3828-4800	29
0010	CLERK-TYPIST	245-305	2940-3660	23
0011	SENIOR CLERK-TYPIST	279-350	3348-4200	26
0012	MEDICAL TYPIST	279-350	3348-4200	26
0013	MEDICAL SECRETARY	305-382	3660-4584	28
0021	SECRETARY	319-400	3828-4800	29
0022	SENIOR SECRETARY	366-460	4392-5520	32

<u>CLASS</u>		<u>MONTHLY</u>	<u>ANNUAL</u>	<u>RANGE NUMBER</u>
	<u>CLERICAL AND GENERAL ADMINISTRATIVE GROUP (CONT'D)</u>			
0023	EXECUTIVE ASSISTANT	460-565	5520-6780	37
0030	PERSONNEL ASSISTANT	400-514	4800-6168	34
0050	ADMINISTRATIVE ASSISTANT	350-439	4200-5268	31
0051	HOSPITAL ADMINISTRATIVE ASSISTANT	460-565	5520-6780	37
0052	ASSISTANT ADMINISTRATOR	514-650	6168-7800	39
0060	ASSISTANT EDITOR	366-460	4392-5520	32
0061	ASSOCIATE EDITOR	400-514	4800-6168	34
01XX	<u>FISCAL AND ACCOUNTING GROUP</u>			
0100	ACCOUNTING CLERK I	245-305	2940-3660	23
0101	ACCOUNTING CLERK II	305-382	3660-4584	28
0105	ACCOUNTANT I	419-539	5028-6468	35
0106	ACCOUNTANT II	482-592	5784-7104	38
0109	ASSISTANT AUDITOR	482-592	5784-7104	38
0110	AUDITOR	514-650	6168-7800	39
02XX	<u>STATISTICAL GROUP</u>			
0200	STATISTICAL CLERK	245-305	2940-3660	23
0201	STATISTICIAN	350-439	4200-5268	31
0205	ASSISTANT EPIDEMIOLOGIST	400-514	4800-6168	34
03XX	<u>OFFICE EQUIPMENT OPERATION GROUP</u>			
0300	SWITCHBOARD OPERATOR	225-279	2700-3348	21
0301	CHIEF SWITCHBOARD OPERATOR	279-350	3348-4200	26
0310	KEY PUNCH OPERATOR	245-305	2940-3660	23
0320	TABULATING EQUIPMENT OPERATOR	292-366	3504-4392	27
0325	MACHINE ACCOUNTANT	400-514	4800-6168	34
0329	COMPUTER PROGRAMMER	539-680	6468-8160	40
0331	MULTILITH OPERATOR	350-439	4200-5268	31

<u>CLASS</u>		<u>MONTHLY</u>	<u>ANNUAL</u>	<u>RANGE NUMBER</u>
<u>3XX</u>	<u>OFFICE EQUIPMENT OPERATION GROUP (CONT'D)</u>			
332	PRINT SHOP SUPERVISOR	366-460	4392-5520	32
330	PRINT SHOP ASSISTANT	215-267	2580-3204	20
<u>4XX</u>	<u>STORES AND PROCUREMENT GROUP</u>			
400	WAREHOUSEMAN-STOREKEEPER	279-350	3348-4200	26
405	SUPPLY SUPERVISOR	350-439	4200-5268	31
410	ASSISTANT SUPPLY MANAGER	382-482	4584-5784	33
<u>5XX</u>	<u>MEDICAL RECORDS GROUP</u>			
500	MEDICAL RECORDS LIBRARIAN	335-419	4020-5028	30
505	CHIEF MEDICAL RECORDS LIBRARIAN	514-650	6168-7800	39
<u>6XX</u>	<u>HOSPITAL AND CLINIC SERVICE</u>			
<u>7XX</u>	<u>NURSING GROUP</u>			
7000	NURSE ATTENDANT	142-181	1704-2172	12
7001	ORDERLY	172-235	2064-2820	16
7005	VOCATIONAL NURSE	225-279	2700-3348	21
7010	STAFF NURSE	350-439	4200-5268	31
7020	HEAD NURSE	400-514	4800-6168	34
7025	ASSISTANT NURSE SUPERVISOR	439-565	5268-6780	36
7026	NURSE SUPERVISOR	482-620	5784-7440	38
7030	ASSISTANT DIRECTOR, NURSING SERVICE	539-680	6468-8160	40
7040	NURSE ANESTHETIST	514-650	6168-7800	39
7041	NURSE ANESTHETIST SUPERVISOR	539-680	6468-8160	40
<u>8XX</u>	<u>PHARMACEUTICAL GROUP</u>			
8100	PHARMACY TECHNICIAN	215-267	2580-3204	20
8101	PHARMACIST	539-680	6468-8160	40
8103	ASSISTANT CHIEF PHARMACIST	565-710	6780-8520	41
<u>9XX</u>	<u>RADIOLOGY GROUP</u>			
9200	X-RAY TECHNICIAN	319-400	3828-4800	29

		<u>MONTHLY</u>	<u>ANNUAL</u>	<u>RANGE NUMBER</u>
	<u>RADIOLOGY GROUP (CONT'D)</u>			
204	ASSISTANT CHIEF X-RAY TECHNICIAN	366-460	4392-5520	32
205	CHIEF X-RAY TECHNICIAN	419-539	5028-6468	35
210	X-RAY THERAPY TECHNICIAN	350-439	4200-5268	31
211	SENIOR X-RAY THERAPY TECHNICIAN	382-482	4584-5784	33
215	CHIEF X-RAY THERAPY TECHNICIAN	539-710	6468-8520	40
216	MOLD ROOM-DOSIMETRY TECHNICIAN	366-460	4392-5520	32
217	SENIOR DOSIMETRIST	460-565	5520-6780	37
220	RADIUM CURATOR	382-482	4584-5784	33
	<u>SOCIAL SERVICE GROUP</u>			
300	CASE AIDE	245-305	2940-3660	23
303	SENIOR CASE AIDE	319-366	3828-4392	29
305	SOCIAL WORKER	460-514	5520-6168	37
307	SENIOR SOCIAL WORKER	482-539	5784-6468	38
310	CASE SUPERVISOR	514-650	6168-7800	39
	<u>DIAGNOSTIC CLINIC GROUP</u>			
404	ELECTROCARDIOGRAPH TECHNICIAN	215-267	2580-3204	20
405	SENIOR ELECTROCARDIOGRAPH TECHNICIAN	256-319	3072-3828	24
	<u>PHYSICAL THERAPY GROUP</u>			
510	PHYSICAL THERAPY TECHNICIAN	382-482	4584-5784	33
520	SENIOR PHYSICAL THERAPY TECHNICIAN	419-539	5028-6468	35
	<u>RESEARCH AND SCIENTIFIC SERVICE</u>			
	<u>LABORATORY SERVICES GROUP</u>			
600	ANIMAL CARETAKER	172-235	2064-2820	16
605	LABORATORY ATTENDANT	135-172	1620-2064	11
610	LABORATORY ASSISTANT	164-256	1968-3072	15
620	DIENER	190-256	2280-3072	18

	<u>MONTHLY</u>	<u>ANNUAL</u>	<u>RANGE NUMBER</u>	
<u>DIAGNOSTIC LABORATORY GROUP</u>				
00	APPRENTICE TECHNICIAN	50-200	600-2400	*SEE FOOTNOTE
01	HISTOLOGY TECHNICIAN	319-400	3828-4800	29
03	CHIEF HISTOLOGY TECHNICIAN	400-514	4800-6168	34
05	CYTOTECHNOLOGIST	335-419	4020-5028	30
07	CHIEF CYTOTECHNOLOGIST	419-539	5028-6468	35
10	MEDICAL TECHNOLOGIST I	292-366	3504-4392	27
11	MEDICAL TECHNOLOGIST II	382-482	4584-5784	33
12	MEDICAL TECHNOLOGIST III	419-539	5028-6468	35
15	CHIEF MEDICAL TECHNOLOGIST	482-592	5784-7104	38
<u>RESEARCH LABORATORY GROUP</u>				
20	RESEARCH TECHNICIAN I	292-382	3504-4584	27
21	RESEARCH TECHNICIAN II	400-482	4800-5784	34
23	RESEARCH ASSISTANT	514-650	6168-7800	39
25	ELECTRONICS TECHNICIAN	400-514	4800-6168	34
25	JUNIOR PHYSICIST	460-565	5520-6780	37
<u>MEDICAL COMMUNICATIONS GROUP</u>				
305	APPRENTICE PHOTOGRAPHER	245-279	2940-3348	*SEE FOOTNOTE
309	ASSISTANT PHOTOGRAPHER	319-400	3828-4800	29
310	PHOTOGRAPHER	400-514	4800-6168	34
315	MEDICAL PHOTOGRAPHER	439-565	5268-6780	36
320	ARTIST	279-350	3348-4200	26
322	SENIOR ARTIST	460-565	5520-6780	37
325	MEDICAL ARTIST	400-514	4800-6168	34
333	AUDIO-VISUAL AIDS INSPECTOR	267-335	3204-4020	25
334	AUDIO-VISUAL AIDS LIBRARY TECHNICIAN	256-319	3072-3828	24

	<u>MONTHLY</u>	<u>ANNUAL</u>	<u>RANGE NUMBER</u>	
<u>MEDICAL COMMUNICATIONS GROUP (CONT'D)</u>				
35	AUDIO-VISUAL AIDS LIBRARIAN	319-400	3828-4800	29
40	PROJECTIONIST	235-292	2820-3504	22
44	PROGRAM DIRECTOR-TELEVISION	382-482	4584-5784	33
45	SLIDE SEQUENCE CAMERAMAN	400-514	4800-6168	34
46	MOTION PICTURE CAMERAMAN	460-565	5520-6780	37
47	COMMUNICATIONS EQUIPMENT TECHNICIAN	319-400	3828-4800	29
49	ELECTRONICS ENGINEER	460-710	5520-8520	37
50	SUPERVISOR, VISUAL AIDS PRODUCTION LABORATORY	514-650	6168-7800	39
<u>ENGINEERING, TRADES AND LABOR GROUP</u>				
<u>ENGINEERING GROUP</u>				
00	DRAFTSMAN	319-400	3828-4800	29
010	ENGINEER-DESIGNER	592-770	7104-9240	42
20	FIRE, SAFETY, AND SECURITY INSPECTOR	460-592	5520-7104	37
<u>PLANT OPERATOR GROUP</u>				
00	APPRENTICE STATIONARY ENGINEER	256-292	3072-3504	*SEE FOOTNOTE
01	STATIONARY FIREMAN	335-382	4020-4584	30
05	STATIONARY ENGINEER	400-514	4800-6168	34
07	STATIONARY ENGINEER FOREMAN	482-620	5784-7440	38
10	EQUIPMENT MAINTENANCE CHIEF	514-650	6168-7800	39
11	BUILDING MAINTENANCE CHIEF	460-592	5520-7104	37
15	MASTER MECHANIC	460-592	5520-7104	37
<u>LABOR AND TRADES GROUP</u>				
20	LABORER	172-235	2064-2820	16
25	DRIVER	200-256	2400-3072	19
27	MECHANIC HELPER	215-267	2580-3204	20
28	GARDENER	245-305	2940-3660	23

<u>CLASS</u>		<u>MONTHLY</u>	<u>ANNUAL</u>	<u>RANGE NUMBER</u>
	<u>LABOR AND TRADES GROUP (CONT'D)</u>			
210	CARPENTER	350-439	4200-5268	31
215	ELECTRICIAN	366-460	4392-5520	32
220	PAINTER	350-439	4200-5268	31
221	MAINTENANCE MAN	335-419	4020-5028	30
225	PLUMBER	366-460	4392-5520	32
227	REFRIGERATION MECHANIC	382-482	4584-5784	33
230	PRECISION MACHINIST	382-482	4584-5784	33
232	MACHINIST	335-419	4020-5028	30
	<u>CUSTODIAL, LAUNDRY AND FOOD SERVICE</u>			
	<u>LAUNDRY GROUP</u>			
000	LAUNDRY WORKER	135-225	1620-2700	11
005	WASHMAN	215-267	2580-3204	20
009	LAUNDRY WORKER SUPERVISOR	215-267	2580-3204	20
010	LAUNDRY MANAGER	439-565	5268-6780	36
	<u>FOOD SERVICE GROUP</u>			
100	KITCHEN HELPER	135-225	1620-2700	11
103	COOK I	149-190	1788-2280	13
104	COOK II	225-279	2700-3348	21
105	BAKER	366-460	4392-5520	32
107	CHIEF COOK	382-482	4584-5784	33
109	ASSISTANT CHIEF COOK	350-439	4200-5268	31
109	WAITRESS	181-245	2172-2940	17
110	CAFETERIA ASSISTANT	200-256	2400-3072	19
111	COFFEE SHOP MANAGER	245-305	2940-3660	23
112	DIETARY ASSISTANT	225-279	2700-3348	21
120	DIETITIAN	382-482	4584-5784	33

	<u>MONTHLY</u>	<u>ANNUAL</u>	<u>RANGE NUMBER</u>
<u>FOOD SERVICE GROUP (CONT'D)</u>			
ADMINISTRATIVE DIETITIAN	439-565	5268-6780	36
<u>BUILDING SERVICES AND CUSTODIAL GROUP</u>			
MAID	135-172	1620-2064	11
PORTER	172-235	2064-2820	16
ELEVATOR OPERATOR	142-181	1704-2172	12
SEAMSTRESS	172-225	2064-2700	16
ASSISTANT MATRON	149-190	1788-2280	13
MATRON	172-235	2064-2820	16
HOUSEKEEPER	256-319	3072-3828	24
ASSISTANT EXECUTIVE HOUSEKEEPER	305-382	3660-4584	28
EXECUTIVE HOUSEKEEPER	460-592	5520-7104	37
<u>LIBRARY SERVICE</u>			
LIBRARY ATTENDANT	142-181	1704-2172	12
ASSISTANT LIBRARIAN	419-539	5028-6468	35

FOOTNOTE - TRAINEE POSITIONS WITH PROGRESSIVE STEPS FOR LENGTH OF TRAINING

- APPRENTICE TECHNICIAN
- APPRENTICE PHOTOGRAPHER
- APPRENTICE STATIONARY ENGINEER

September 1962

Title No. 1
Page 1

THE UNIVERSITY OF TEXAS SOUTHWESTERN MEDICAL SCHOOL

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 of Texas Southwestern Medical School. 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 and Medical School 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)			
	Monthly	Annual	Step Number	
<u>INDEX</u> CLERICAL, FISCAL, AND ADMINISTRATIVE SERVICE				
0000	Clerical Assistant	\$181-245	\$2172-2940	17
0001	Clerk	225-279	2700-3348	21
0002	Senior Clerk	279-350	3348-4200	26
0003	Administrative Clerk	305-419	3660-5028	28
0010	Clerk Typist	225-292	2700-3504	21
0011	Senior Clerk Typist	279-350	3348-4200	26
0020	Secretary	256-319	3072-3828	24
0021	Senior Secretary	305-400	3660-4800	28
0022	Administrative Secretary	350-439	4200-5268	31
0024	Administrative Assistant	439-565	5268-6780	36
0031	Assistant to the Registrar	350-439	4200-5268	31
0040	Assistant to Business Manager	565-710	6780-8520	41
0100	Accounting Clerk	256-319	3072-3828	24
0101	Senior Accounting Clerk	319-400	3828-4800	29
0110	Accountant I	382-482	4584-5784	33
0111	Accountant II	439-565	5268-6780	36
0113	Internal Auditor	482-592	5784-7104	38
0115	Auditor	620-770	7440-9240	43
0125	Cashier I	279-350	3348-4200	26

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September 1962

Table No. 1

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	<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
1300	Switchboard Operator	245-305	2940-3660	23
1400	Stores Clerk I	235-279	2820-3348	22
1401	Stores Clerk II	279-350	3348-4200	26
1402	Storekeeper	366-460	4392-5520	32
1410	Purchasing Agent	482-620	5784-7440	38
1700	Personnel Director	439-565	5268-6780	36
18XX	MEDICAL AND HOSPITAL SERVICE			
1201	Clinic Nurse	319-400	3828-4800	29
1212	Metabolic Nurse	319-419	3828-5028	29
19XX	RESEARCH AND SCIENTIFIC SERVICE			
2000	Animal Caretaker	181-267	2172-3204	17
2005	Animal Hospital Supervisor	366-482	4392-5784	32
2010	Laboratory Helper	181-267	2172-3204	17
2020	Laboratory Technical Assistant	215-305	2580-3660	20
2030	Anatomical Embalmer	319-400	3828-4800	29
2200	Research Technician I	305-382	3660-4584	28
2201	Research Technician II	366-482	4392-5784	32
2202	Research Associate	439-620	5268-7440	36
2210	Engineering Technician I	419-592	5028-7104	35
2211	Engineering Technician II	565-710	6780-8520	41
2220	Research Engineer-Scientist I	680-870	8160-10440	45
2300	Photographic Clerk	200-267	2400-3204	19
2301	Medical Photographic Technician I	267-335	3204-4020	25
2302	Medical Photographic Technician II	319-400	3828-4800	29
2320	Medical Art Technician I	267-335	3204-4020	25
2321	Medical Art Technician II	319-400	3828-4800	29
24XX	ENGINEERING, TRADES AND LABOR SERVICE			
3020	Maintenance Foreman	400-514	4800-6168	34
3030	Mechanical Engineer	565-680	6780-8160	41
3035	Director, Physical Plant	620-770	7440-9240	43
3100	Utilities Station Operator	319-400	3828-4800	29
3110	Mechanical Foreman	400-514	4800-6168	34
3230	Maintenance Man	267-350	3204-4200	25
3239	Cabinetmaker	335-419	4020-5028	30
3212	Carpenter Foreman	439-514	5258-6168	36
3220	Electrician	319-419	3828-5028	29
3250	Painter	305-400	3660-4800	28
3240	Plumber	305-400	3660-4800	28

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	<u>CLASS</u>	<u>Monthly</u>	<u>Annual</u>	<u>Step Number</u>
400	Offset Press Operator	292-366	3504-4392	27
500	Laborer	181-245	2172-2940	17
501	Utility Worker	200-256	2400-3072	19
	<u>XXI CUSTODIAL AND FOOD SERVICE</u>			
100	Dietary Aide	164-235	1968-2820	15
200	Custodial Worker	181-245	2172-2940	17
210	Custodial Foreman	305-400	3660-4800	28
301	Traffic and Security Officer	235-292	2820-3504	22
	<u>XXII LIBRARY SERVICE</u>			
700	Library Attendant	190-256	2280-3072	18
800	Assistant Librarian I	292-400	3504-4800	27
900	Assistant Librarian II	400-482	4800-5784	34