

ORDER OF BUSINESS

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May 14th, 1921.

Board of Trustees,
California Polytechnic School,
San Luis Obispo, California.

Gentlemen:

After a conference with Mr. Ricciardi the following recommendations are made.

Section I Appointment and Resignations.

✓ 1. Mr. W.J. Duddleson, Acting Vice Director, Head of Agricultural Department and Superintendent of the Farm at a salary per annum of twelve months service \$3600.00

Mr. Duddleson who is at present Federal Board Coordinator at this school displaces Mr. F.M. Watson who is at present head of the Agricultural Department, Mr. H.C. Kinsman, Farm Superintendent, and M.H. Chase Vice Director.

✓ 2. Mr. C.L. Slusher, Secretary to the Director, Registrar and Business Manager at a salary per annum of twelve months service \$2400.00.

Mr. Slusher displaces Mrs. M.M. Bland and the proposed Business Manager.

Mr. Slusher is assistant co-ordinator to Mr. Duddleson.

✓ 3. Chas E Knott Head of the Engineering-Mechanics Department and instructor in Mechanics I, II, III and Plane Surveying at an annual salary of 2900.00 for twelve months service.

The director does not recommend the re-appointment of Mr. E.H. Bendel for this position. Mr. Bendel was appointed during the war when able Electrical Engineers were not available. It is now possible to secure a more able instructor, engineer and executive. Mr. Ricciardi has agreed to this and maybe able to place in nomination at this meeting an engineer for this position.

✓ 4. Miss M.H. Chase, Vice Director, Head of the Academic Department presents her resignation effective with the expiration of her contract.

In conference with Mr. Ricciardi on this subject the matter of Head of the Academic Department was overlooked.

✓ 5. Mr. H.C. Figge instructor of blacksmithing at a salary per month of \$200.00. (Mr. Figge received last year \$2100.00)

The instructor part of this semester refused to do any horse shoeing or teach same. All of the horse shoeing is now being done in San Luis Obispo. The Director doubts the advisability of continuing this arrangement. All shop instructors are recommended at a monthly salary and on a monthly contract.

✓ 6. Miss L.B. Hawk, instructor in Household Arts, (at present teaching Physiology, Household Chemistry, Hygiene & First Aid, Sewing I and II) at a salary of \$2000.00

The advisability of continuing the Household Arts courses should be considered at this time.

✓ 7. Miss R.S. Hayslip, instructor at a salary of \$2200.00 (at present teaching English, Physical Education and Manager of the Polygram and Journal.)

✓ 8. Mr. H. Hess, instructor at a salary of \$2000.00 (at present teaching drafting and athletic coach and manager).

✓ 9. Miss B.B. Hoover, Head of the Household Arts Department and instructor \$2000.00 (at present teaching Sewing III, Domestic Science I, II and III, Household Arithmetic and Cooking I and II).

✓ 10. Miss B.M. Howe, instructor (at present teaching Physics and Chemistry). at a salary of \$2200.00.

✓ 11. Mr. J.G. Hudspith, instructor Carpentry at a monthly salary of \$200.00.

✓ All shop instructors are recommended at a monthly salary and on a monthly contract.

✓ 12. Mr. J.T. Saunders, instructor in Agriculture at a salary of \$2200.00 (at present teaching Horticulture I, II, and III, Agri. Chemistry, Botany, General Agriculture and Principles of Plant Breeding).

✓ 13. Mr. M. Skarstedt instructor at a salary of \$2200.00 (at present teaching mathematics and orchestra).

Mr. Skarstedt is an excellent candidate for head of the Academic Department at a salary of \$2400.00.

✓ 14. One additional teacher for English and General Science should the enrollment increase more than the normal amount of increase. Salary \$2000.00.

✓ 15. Mrs. M.B. Stedman, Librarian and Manager of the Student's Co-operative Store \$1600.00

✓ 16. Mr. F.M. Watson, instructor, salary \$2400.00 (at present Head of the Agr. Dept. and instructor in Dairy I, Feeding of Farm Animals, Diseases of Farm Animals, and Poultry).

Mr. Watson may not accept re-appointment.

✓ 17. Mr. H.N. Whitlock, instructor at a salary of \$2000.00 (at present teaching General Science and Music).

✓ 18. Free Hand Drawing at a salary of \$2000.00

It is recommended that Miss B.A. Williams be not re-appointed and that the place be filled for freehand drawing only. The Applied Art work being discontinued. Miss Williams has been with this school ten years.

✓ 19. Mr. M.L. Yeary, instructor at a salary of \$2000.00 (at present teaching Spanish, History and English I).

✓ 20. Mr. J.P. Cunningham instructor Machine Shop on a monthly basis at a salary per month of \$200.00.

✓ 21. One Commercial teacher on a monthly basis at a salary per month of \$200.00.

✓ 22. Capt. J.C. Deuel instructor in Military Science, officer in charge of the dormitory and baseball coach at a salary of quarters, \$33.00 per month meal allowance when on duty and \$1550.00 per annum.

Section II Military Equipment.

The director reports that when the present director leaves the school all Military Equipment must be returned to the government unless application is made for government standing. This matter has been pending before the Board for the past four years.

Section III Appropriations for 1921-23.

Senator E.S. Rigdon has been sent to Sacramento to confer with the Governor on the signing of the appropriations for the school and particularly the road appropriation in amount \$7500.00 for paving the road from the city limits to the school.

The matter of the failure of the State Board of Control to make up the salary deficit agreed upon has already been placed before the Trustees by letter.

The Legislature placed in the repairs fund all of the appropriations for live stock, water and equipment. Their opinion being that repairs was the most urgent and the other matters could stand for the present. The repair fund is about \$91,000.00

Vacation for July.

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File in Safe
Meeting 5/20-21
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