

that the same be properly posted and entered up to date and kept as the permanent record of the University of Nevada.

#4

That all employees shall be properly posted and entered up to date and kept as the permanent record of the University of Nevada.

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of the University of Nevada, so that the same can be called for by the President or the Board of Regents.

#12

That an accurate account shall be kept of all Janitors and students that are employed by the University of Nevada, and that proper time checks be presented to the Business Office of the University, and be approved by the Accountant and President. These time checks to be kept daily by those who are only employed on special occasions, and that such time checks shall show on what building or what part of the grounds such work was performed. Where men are employed monthly their time checks shall show on what buildings or what part of the grounds they are employed on. That the President of the University shall be furnished with a Secretary for his stenographic work, etc. and that the entire time of the Assistant Secretary to the Board of Regents Auditor and Accountant, shall be given to this work only, under the direction of the President and the Board of Regents.

#13

That M. C. H. Gorman be granted a few days leave of absence to run down to the University of California to see how they keep their accounts and how they conduct the business end of their University: that he make a report of the same to the Board of Regents and the President of the University of Nevada. This is to be done at once.

#14

That the Board of Regents arrange for a semi-annual audit of the books and accounts of all funds of the University of Nevada by an outside auditor. That this audit shall cover the University of Nevada proper, the Experiment Station, or any other Department under the control of the Board of Regents or the Board of Control. And that such reports shall be made to the Board of Regents semi-annually by such auditor. That this expense come out of the Regents' Fund.

/s/ A. A. Codd

dent to the Board of Regents at their meeting of July 14th:

Gentlemen:

Making the report and the recommendations to this date.

and more numerous activities than are represented by the teaching in the University. The teaching function is the first function and the number of students that the University has at the present time is a goodly number.

Let me cite the activities of this University:

1. Its teaching activity, representing 9 different Schools.
2. State Analytical Laboratory, which serves the prospectors and miners of this State with expense. This represents the work of at least one man during the year.
3. The museum to which one of our Professors devotes a large part of his time.
4. The Hygienic Laboratory, one man all of his time, and one man part of his time.
5. The Pure Food and Drug Inspection and Laboratory, occupying the time of two men and an occasional third man.

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High School at a salary of \$1200 per year, beginning with the first of August, 1911. This resolution was adopted.

2. I recommend the election of Grace Alice Day as teacher in the training School for the year beginning August 1, 1911, at an annual salary of \$1500. I will lay before the Regents the record of Miss Day, who is a graduate of Teachers' College, Columbia. This record is first class. This is the first appointment under the organization of the College of Education. Two persons

Agricultural Experiment Station, Reno

Gentlemen:

Dr. A. G. True, Director of the Office of Experiment Stations, was here June 28th and 29th. He examined the Station accounts and I believe conferred also with one member of the Board of Regents. I called at Dr. True's office in Washington on Monday the 19th, but he had already departed for the West. I conferred with Dr. Allen and had him advise Dr. True that I would meet him in San Francisco upon my return. On Monday, the 10th of July, I met Dr. True by appointment in Berkeley and spent half a day in conference with him. He was much pleased with the work of our Station staff during the past year and took occasion to speak in a commendatory way of every one of them. He approved our action in allowing Dr. Jacobson to work in other laboratories than this Station Laboratory under the conditions that this Board of Control had fixed, namely, that Dr. Jacobson would make a report where he was, what he was doing, and work he had accomplished, every three months, and that he would not charge the Station with any of his traveling expenses, but receive his regular salary, plus a sum not exceeding \$500 for breakage in Q yem yn1 laboratories, if they charged anything on that account.

I recommend to the Board of Control the following which is made after conference with Dr. True and with his full sanction:

1. Dr. P. B. Kennedy to be Associate Director in charge of the work unde

stenographer for Mr. Kennedy and Mr. True and their associates in agricultural teaching and investigation at a salary of \$93.35 per month from the Hatch Fund, beginning August 1, 1911.

5. I recommend that the salary of the Director of the Station be placed at \$200 per annum beginning with the first of July, 1911, from the Hatch Fund.
6. I recommend that the Agricultural Fair Grounds be regarded as belonging to the Department of Agriculture and

Chairman

Geo. H. Taylor
Secretary