STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
March 8, 1949
10:05 A. M.

MEETING #183

A regular meeting of the State Board of Higher Education was held at
the Benson Hotel, Portland, Oregon, on March 8, 1949.

ROLL CALL

The meeting was called to order at 10:05 A. M. by the President of
the Board, Edgar W. Smith, and on roll call the following answered
present:

Henry F. Cabell  R. E. Kleinsorge
George F. Chambers  Cheryl S. MacNaughton
Leif S. Finseth  Phil Metschan
A. S. Grant  Herman Oliver

Edgar W. Smith

There were also present: Chancellor Paul C. Packer; Dr. Charles D.
Byrne, Secretary of the Board; President Henry Gunn of Oregon College
of Education; President Roben J. Maaske of Eastern Oregon College
of Education; President Elmo N. Stevenson of Southern Oregon College
of Education; Dean D. W. E. Baird of the University of Oregon Medical
School; Dean J. F. Cramer of the General Extension Division.

MINUTES
APPROVED

The Board voted to dispense with the reading of the minutes of the
last regular meeting held on January 25, 1949 and approved the
minutes of this meeting as they appeared in the docket.

INSPECTION
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REMODELLING
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Dr. R. E. Kleinsorge, Chairman of the Building, Grounds and Capital
Outlay Committee, presented the following report:

"The Building Committee, with all members present, inspected two
construction projects at Oregon College of Education on Wednesday
afternoon, March 2, 1949. The two projects, the remodelling of
the old training school and the construction of five additional
elementary classrooms, are complete except for minor items and
are ready for acceptance and occupancy.

"The Committee was pleased with the overall results obtained in
both projects. The addition to the training school facilities,
consisting of four elementary classrooms and the larger kinder-
garten room, gives the institution a facility modern in every
respect and ideal for carrying out its teacher training function.
It also will, undoubtedly, serve as a fine demonstration to
students, active teachers and administrators of a well planned
elementary unit. The Committee was particularly impressed with
the effective lighting, both natural and artificial, the
adjustability of rooms to meet varying needs, the brightness
and attractiveness of the finishing, and the adaptability of
the equipment. The Committee wishes to commend the architect
and the institutional officials who planned this splendid addi-
tion to the teacher training facilities."
"The remodelling of the old training school gives the institution a structure that will be very serviceable and adequate for many years at a relatively low cost. The major items in this remodelling project were new floor covering throughout, new wiring and lighting, remodelling of all the classrooms for better utilization of space, installation of modern plumbing, providing badly needed fire protection facilities, acoustical ceilings throughout, and complete redecorating. Both the architect and the contractor should be commended for the skill with which they transformed this old building into a splendid elementary unit.

"The actual construction cost of the training school remodelling job was approximately $70,000 and of the new elementary unit, $120,000. With architect's fees, special equipment, grading and landscaping and other miscellaneous costs, the total spent on the training school remodelling will be approximately $91,000 and on the new building, $140,000.

"The Committee recommends acceptance of these two projects, subject to a list of minor items to be completed to the satisfaction of the architects."

The Board approved the report of the Committee and accepted the training school remodelling project and the addition of the five additional elementary classrooms, subject to a list of minor items to be completed to the satisfaction of the architects.

Dr. Kleinsorge presented the following report on the power and light problem at Oregon College of Education:

"The Building Committee heard Secretary Byrne report that there was a possibility of Mountain States Power Company no longer furnishing light and power to Oregon College of Education at Monmouth on the expiration of the present contract on June 30. Dr. Byrne and President Gunn further reported that this would make it necessary to conclude a contract with Monmouth City Light and Power to furnish such utilities to the campus. President Gunn asked that approval be given the proper Board and College officials to seek bids from both the Mountain States Power Company and the Monmouth City Light and Power for this service. In the event Mountain States Power Company is unable to continue the service (or the other bid is the lover of the two), it will be necessary for the Board to provide the distribution system on the campus including lines and the necessary meters, or purchase these facilities from the Mountain States Power Company. The services of an electrical engineer would be necessary to make a survey and furnish the estimates of costs. The Building Committee, therefore, recommends that the proper Board officials be authorized to negotiate for the services of a qualified engineer in the event such services are necessary."

The Board approved the report and the recommendations contained therein.
Dr. Kleinsorge concluded the report of the Building Committee as follows:

"The Building Committee received bids this morning on the Outpatient Clinic Addition at the Medical School. Ten bids were received and the bidding was very close. The low bid was received from the A. V. Petersen Company in the amount of $49,941, which was approximately $13,500 under the estimated cost. The Building Committee recommends that the A. V. Petersen Company be awarded the contract, subject to authorization of the Ways and Means Committee, which now has jurisdiction in allotting funds from the State Building Fund."

The Board approved awarding the contract on the Outpatient Clinic Addition to the A. V. Petersen Company at its low bid of $49,941, subject to authorization of funds by the Ways and Means Committee.

Mr. Henry F. Cabell, Chairman of the Finance Committee, presented the following report:

"Chancellor Packer reported that at the Colleges of Education the level of the requisition budgets for supplies and other miscellaneous expenses has not been raised in proportion to the higher prices and increased enrollments especially in teacher training. This has made it necessary to provide budget additions during the year to avoid overdrafts. An estimate has now been made of the amounts needed at the three institutions to complete this year without further overdrafts, the amounts varying at the institutions in relation to other sums added previously. It was reported by the Chancellor that if the Board's biennial budget requests are approved by the Legislature, these additional operating costs will be provided for in the recommended operating budget for year 1949-50 to be presented to the Board following the adjournment of the Legislature. The following amounts are recommended to be added to the Colleges of Education budgets covering detailed items contained in the Chancellor's report to the Finance Committee dated March 7:

Oregon College of Education $12,422
Southern Oregon College of Education 4,938
Eastern Oregon College of Education 5,900

"These additions cover all extra anticipated expense except the increased heating costs due to the unusually cold winter, requests for which will be presented to the Board at a subsequent meeting."

The Board approved the report of the Committee and the recommendations included therein.

Mr. Cabell presented the following report on the proposed laundry project at Oregon State College:

"President Strand and Dean Lemon presented to the Finance Committee the status of the proposed laundry project at Oregon State College which had been considered and tentatively approved at a previous Board meeting. Dean Lemon explained
that a new site close to the heating plant has been selected and that financing arrangements have been worked out by which a loan from the Board's endowment fund at 4 per cent interest could be retired in approximately 6 or 7 years from income derived from doing the College laundry. He explained that the estimated cost of the proposed building is $48,000, with an additional $17,000 in equipment needed to supplement surplus already on hand. The Committee believes that the construction of this laundry, which will be confined strictly to the work of departments at the College or other units of the State System is justified and desirable partly as a means of keeping dormitory costs at a minimum. It is, therefore, recommended that the College administration be authorized to employ Jones and Marsh, Architects, for designing a building 50 by 80 feet, construction of which will be done by the Oregon State College physical plant department. It is also recommended that the College be authorized to order the necessary additional equipment at once in order that it may be obtained in time for fall operation.

"It is further recommended that the proposed loan arrangement involving approximately $65,000 from the endowment fund at 4 per cent interest be approved, with the details to be worked out with the Comptroller."

The Board approved the report of the Committee and the several recommendations contained therein.

Mr. Cabell concluded the report of the Finance Committee as follows:

"President Strand reported to the Committee that two research projects involving investigations of chemical and biological processes through the use of radio-active tracer elements have been awarded Dr. Joseph H. Butts and Dr. B. E. Christensen by the Atomic Energy Commission. To carry on this research with proper safety measures requires the remodelling of two small laboratories to equip them with special arrangements, including certain safety devices. The estimated cost is $7,356 of which amount $3,209 is to be paid from the project grants. In order to proceed with the work, $4,150 will be required from Board funds. As this field of research is now considered among the most important from both practical and theoretical results, the Committee recommends that the amount requested be appropriated from the Board's Reserve for Plant Rehabilitation."

The Board approved the report of the Committee and the appropriation of $4,150 from the Board's Reserve for Plant Rehabilitation for the remodelling and equipping of the two small laboratories, as recommended.

President Edgar W. Smith presented the following Executive Committee report:

"The Executive Committee of the Board held a meeting in Portland on February 15 to consider an emergency matter presented by Chancellor Packer and President Newburn in connection with the planning of a heating plant at the University of Oregon. All
members of the Executive Committee and Mr. Cabell, Chairman of the Finance Committee, were present.

"Mr. Kroeker, the Heating Engineer, who had previously been employed to make a survey of the heating problem, presented a report in which he indicated that it would be poor economy to attempt to remodel and increase the capacity of the present plant. He stated that to meet the heating requirements projected to 1970 would require an expenditure of approximately $605,000 on the present plant, whereas a new heating plant could be constructed for $297,000. For an additional sum of approximately $240,000, a generating plant for producing necessary electricity for the University could be constructed. There was a thorough discussion of the heating problem and the report and the Executive Committee came to the conclusion that if funds were made available by the Legislature the new heating plant should be constructed as soon as possible.

"President Newburn recommended that a contract be entered into with Mr. Kroeker to design and prepare the necessary plans and specifications for the heating plant and power generating unit at a total fee for all professional services of 3 3/4 per cent of the cost of the work. This fee would be payable - 20 per cent on completion of preliminary plans, 55 per cent upon completion of final plans and the final 25 per cent upon completion and acceptance of the construction work. The Committee asked what this would amount to and Dr. Byrne indicated that it would be approximately $9,000 for preliminary plans.

"The Executive Committee voted unanimously to employ Mr. Kroeker under these conditions, with the following understandings:

(1) That the President and Secretary of the Board be authorized to sign a contract.

(2) That President Newburn furnish the Secretary of the Board with a total budget for the project with the best estimate of construction costs so that Dr. Byrne can notify Mr. Kroeker of the estimated cost of the work on which his preliminary fee would be based.

(3) That funds to cover this preliminary fee be provided from the project funds when they are made available but that temporarily an overdraft be allowed in the project account to the extent necessary to cover the architectural fees.

(4) That the fee of $950, or the actual cost not to exceed $950, for Mr. Kroeker in making the preliminary survey will be outside of and in addition to the above stipulated fee for designing and preparing the plans for the new plant.
"This action of the Executive Committee should be confirmed by the Board as a matter of official record."

The Board confirmed the action taken by the Executive Committee in connection with the heating survey at the University.

President Smith called the attention of the Board to the Condon Lectures being held in Portland at the Public Library on March 15 and March 17. These lectures are being conducted by Dr. K. S. Latourette of the Department of Religion at Yale. The first lecture of the series is titled "The China That Was" and the second is "The China That Is To Be." Mr. Smith stated that reports from Eugene and Corvallis indicated that they were a splendid contribution to the Condon series.

Dr. Byrne presented a communication from Milton Gabrielson, Student President of Roosevelt High School, in which he indicated that the Student Council of the High School supported the establishment of a permanent junior college in Portland. The Board received the letter and directed that it be filed.

In connection with the legislative bill to provide a building for day and night classes of the General Extension Division, Dean Cramer reported that he had appeared before the Education Sub-Committee on Ways and Means. The question was raised as to how much would have to be paid for Lincoln High School if the State were to buy it for the General Extension Division. Mr. Engdahl, Chairman of the Sub-Committee, indicated that if his committee could get a firm commitment from the Portland School Board as to the price, it would amend the bill to include that amount, plus necessary funds for rehabilitation of the building. Dean Cramer suggested that someone be appointed to meet with the Portland School Board to see if a commitment could be obtained. Mr. Smith indicated that he would discuss the matter further with Dean Cramer and would meet with the School Board.

Dr. Byrne presented a communication from Thomas G. Moore, Executive Director of the Progressive Party of Oregon, relative to the non-renewal of the contracts of Dr. Ralph Spitzer and Mr. L. R. La Vallee by Oregon State College. Mr. Moore indicated that the party felt that the principal of academic freedom and the spirit of the Oregon law has been violated through the action of President Strand. The Board discussed the matter and directed that the following reply be made by the Secretary of the Board to the Progressive Party of Oregon:

"Your communication of March 1 was presented to the State Board of Higher Education at its regular meeting on March 8.

"The Board has directed me to inform you that it has given consideration to the matter and confirms the action of President Strand in not renewing the yearly contracts of Dr. Ralph Spitzer and Mr. L. R. La Vallee."
The Board officially accepted the following gifts and bequests and authorized the Secretary of the Board to sign the necessary receipts and make suitable acknowledgment to the donors:

### University

- **Ore. State Bd. of Dental Ex.**
  - Gift of $2,500 from the Oregon State Board of Dental Examiners to the Dental School, to be used for dental research.

- **Celia V. Hager**
  - Gift to the Library of 97 albums of records, 182 individual records and 2 pieces of music, valued at $900, from Miss Celia V. Hager, Eugene.

- **Navy Department**
  - Grant of $8,420 from the Navy Department to extend the mathematical research project being conducted under the direction of Dr. W. J. Dixon.

- **Navy Department**
  - Grant of $18,841.50 from the Navy Department to finance a research project in radioactive isotopes, to be conducted under the direction of Dr. P. L. Risley, Professor of Biology, and Dr. A. L. Soderwall, Assistant Professor of Zoology.

- **Viking Fund, Incorporated**
  - Gift of $1,000 from the Viking Fund, Incorporated, New York, for continuation of archaeological research on the Klamath Indian Reservation, under the direction of Dr. L. S. Cressman, Department of Anthropology.

- **Kerr Manufacturing Co.**
  - Gift of $600 from the Kerr Manufacturing Company of Chicago, to finance a research project on dental cement, to be conducted by Dr. Robert B. Dean of the Department of Chemistry at the University.

- **Anonymous Donor**
  - Gift of $1,000 from an anonymous donor to establish a scholarship in chemistry known as "The Orin Fletcher Stafford Scholarship in Chemistry". The grant is to be divided between the student's junior and senior years, $400 the first year and $600 the second year.

- **Estate of Lois Zimmerman**
  - Bequest of approximately $20,000 from the Estate of Lois Zimmerman, Silverton, to establish a scholarship fund for worthy seniors and post-graduate students, the fund to be known and designated as the "Joseph H. Zimmerman and Eva Zimmerman Scholarship Fund".

### State College

- **Rosalind Wulzen**
  - Gift of $200 from Dr. Rosalind Wulzen, Professor Emeritus of Zoology, to continue her research project, "Biological Studies on the Anti-Stiffness Factor".

- **Navy Department**
  - Grant of $3,320 from the Navy Department to finance a research project in the Chemistry Department on magnetic study of color centers in alkali halides.
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Navy Department

Grant of $11,500 from the Navy Department to cover research studies on 2,4-Di-chlorophenoxyacetic acid and radioactive isotope carbon.

Navy Department

Grant of $14,000 from the Navy Department to finance a Vitamin-Amino Acid research project, under the direction of Dr. Vernon Cheldelin, Associate Professor of Chemistry.

Refrigeration Res. Foundation

Gift of $500 from the Refrigeration Research Foundation, Incorporated, of Berkeley, California, to the Experiment Station Department of Horticulture, for use in connection with pear storage experimental work.

Medical School

National Institute of Health, U. S. Pub. Health Service

Grant of $5,200 from the National Institute of Health, U. S. Public Health Service, to support a research project on prevention of post-operative ulcers. This project is to be conducted under the direction of Dr. Moses E. Steinberg, Clinical Research Associate in Physiology.

Mrs. Nelsen Reed

Gift of $250 from Mrs. Nelsen Reed, Klamath Falls, to the Doernbecher Memorial Hospital for Children.

Ciba Pharmaceutical Products, Inc.

Gift of $1,800 from Ciba Pharmaceutical Products, Inc., Summit, New Jersey. These funds are to be used for a research fellowship in the Department of Bacteriology under the direction of Dr. Arthur W. Frisch for a study entitled, "The Effect of Enzyme Inhibitors on the Multiplication of Viruses".

G. C. Widmer Estate

Bequest of $430.15 from the Estate of George C. Widmer, to be used for the benefit, addition to, or maintenance of the Medical Department.

Ayerst, McKenna and Harrison, Limited

Gift of $5,000 from Ayerst, McKenna and Harrison, Limited, New York, to be utilized for research in endocrinology under the direction of Dr. Carl G. Heller, Associate Professor of Medicine. The grant will be paid in four equal installments of $1,250, the first of which has already been received.

Quota Club of Portland

Gift of $140 from the Quota Club of Portland, to be utilized for scholarships to student nurses enrolled at the Medical School.

OVERDRAFT IN CAFE FOUNTAIN INSTALLATION AT EOCE

At the time funds were requested for the cafe fountain installation at Eastern Oregon College of Education, it was assumed that a considerable amount of the equipment could be obtained from war surplus and from the former officers' club equipment at Pendleton. This did not materialize and there accordingly exists an overdraft of $1,553.35 in the Cafe Fountain Installation account. The Board approved the transfer of $1,553.35 from dormitory balances to cover this overdraft.

TRANSFER FROM U OF O REGISTRAR'S OFFICE TO INST. RESERVE

The volume of transcript work has increased considerably during 1948 at the University of Oregon resulting in an increase in transcript income in the Registrar's Office. The increase in income from July 1 to December 31, 1948 amounts to $765 and the Board approved the transfer of this amount to the President's Institutional Reserve.
ADDITION TO U OF O REG. OFF. BUD.
In order to cover increased costs in the University Registrar's Office, the Board approved the addition of $5,000 to wages and $1,000 to materials and expense, funds to be provided from the Institutional Reserve.

ADDDN TO U OF O REGISTRAR'S OFFICE BUD.
To care for operating costs in the wage budget of the University Registrar's Office, the Board approved the transfer of $4,137.50 from the unallocated salary budget to the wage budget of that office.

BUDGETING GIFT IN EXP. ST. DEPT. OF HORTICULTURE
The Board approved budgeting as follows in the Experiment Station Department of Horticulture the $500 gift received from the Refrigeration Research Foundation, Inc. as reported in the gift section:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>$165</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>170</td>
</tr>
<tr>
<td>Travel</td>
<td>165</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$500</strong></td>
</tr>
</tbody>
</table>

BUDGETING NAVY RES. GRANT AT OSC
The Board approved budgeting as follows at Oregon State College the $14,000 Navy Research grant covering research on Vitamin-Amino Acids, as reported in the gift section:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>$8,000</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>3,125</td>
</tr>
<tr>
<td>Travel</td>
<td>500</td>
</tr>
<tr>
<td>Equipment</td>
<td>500</td>
</tr>
<tr>
<td>Overhead</td>
<td>1,875</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$14,000</strong></td>
</tr>
</tbody>
</table>

ADDDN FOR MAINTENANCE OF NEW ADDN TO TRNG. SCH. AT OCE
The new addition to the Monmouth Training School will be ready for operation on March 11, 1949. The Board approved an addition of $735 to the Physical Plant operating budget at Oregon College of Education from the Board's Reserve for Maintenance of New Buildings to care for the operation of this addition. The cost for a full fiscal year will be $2,810.

ADDDN TO MED. SCHOOL BUD. FOR FIRE LINES AND HYDRANT INSTALLATION
During the course of the work covering the installation of fire hydrants and fire lines at the Medical School, the contractor discovered that a portion of the city water main was located directly underneath a sewer line. The existence of this sewer line was not known at the time the plans and specifications for the job were prepared. In order to make the necessary connections for the fire hydrants, it was necessary to relocate the sewer line. The cost of this additional work was $410 and the Board approved the appropriation of this added amount from the Board's Reserve for Physical Plant Rehabilitation. This brings the total cost of the project to $10,355.

REDUCTION IN DEFICIT IN FED. COOP. EXT. BUD.
By applying budget savings in the current year, the deficit in the Federal Cooperative Extension budget has been reduced from $25,489.48 to $15,489.48. The Board approved the further reduction of $1,000 in the Director's Reserve, thereby reducing the current deficit to $14,489.48.
The Board approved budgeting as follows an additional $3,500 at the Medical School from the Damon Runyon Cancer Research fund accepted at the January Board meeting:

<table>
<thead>
<tr>
<th>Wages</th>
<th>$1,500</th>
</tr>
</thead>
<tbody>
<tr>
<td>Materials and expense</td>
<td>$1,000</td>
</tr>
<tr>
<td>Equipment</td>
<td>$1,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3,500</strong></td>
</tr>
</tbody>
</table>

The Board approved a revision as follows in the Biochemical Genetics Navy Research budget at the University:

**Salaries**

<table>
<thead>
<tr>
<th>Present Budget</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. C. W. Clancy, Associate Professor</td>
<td>$924.00</td>
</tr>
<tr>
<td>Dr. Hans Heymann, Assistant Professor</td>
<td>$861.00</td>
</tr>
<tr>
<td>Evelyn I. Shirck, Research Assistant</td>
<td>$1,250.00</td>
</tr>
<tr>
<td>Research Assistant Position</td>
<td>$1,250.00</td>
</tr>
<tr>
<td>Appointment of Dr. Frank L. Chan as Research Associate, at an annual salary rate of $4,500, 12-months basis, yearly tenure, effective February 1, 1949</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Wages</th>
<th>$945.66</th>
<th>$2,109.04</th>
</tr>
</thead>
<tbody>
<tr>
<td>Materials and expense</td>
<td>$544.34</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Equipment</td>
<td>$300.00</td>
<td>$600.00</td>
</tr>
<tr>
<td>Travel</td>
<td>$200.00</td>
<td>$200.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$6,275.00</td>
<td>$9,119.04</td>
</tr>
</tbody>
</table>

The funds for this increase of $2,844.04 are available from the original Navy grant.

In June 1948 the State Emergency Board made available to all state departments sufficient funds to increase the monthly salary rate of each civil service employee by $20, the increase to be effective from June 1, 1948 to December 31, 1948. The Legislature has now made available to all state departments sufficient funds to maintain this increase for the remaining 6 months of the biennium. The following table shows the number of civil service employees affected and the amounts made available by the Legislature for each institutional unit of the State System:

<table>
<thead>
<tr>
<th>Classified Employees</th>
<th>Funds Allotted for 6 Months</th>
<th>Wage Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Oregon</td>
<td>$22,680.00</td>
<td></td>
</tr>
<tr>
<td>Dental School</td>
<td>$3,840.00</td>
<td></td>
</tr>
<tr>
<td>Medical School</td>
<td>$9,120.00</td>
<td></td>
</tr>
<tr>
<td>Outpatient Clinic and Doernbecher Hospital</td>
<td>$16,200.00</td>
<td></td>
</tr>
<tr>
<td>Oregon State College</td>
<td>$30,120.00</td>
<td></td>
</tr>
</tbody>
</table>
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Agricultural Research (Central Stations and Areas) 71 $ 8,520.00
Federal Cooperative Extension 118 14,160.00
Oregon College of Education 22 2,640.00
Southern Oregon College of Education 13 1,560.00
Eastern Oregon College of Education 8 960.00
General Extension Division 18 2,160.00
Centralized Activities 44 5,280.00

Total 977 $117,240.00

The Board approved budgeting the amounts listed to the respective budgets.

BUDGETING NAVY GRANT AT OSC

The Board approved budgeting as follows at Oregon State College the $3,320 Navy research grant on magnetic study of color centers in alkali halides reported in the gift section:

Wages $2,430.00
Materials and expense 182.75
Equipment 100.00
Overhead 607.25

$3,320.00

BUDGETING NAVY GRANT AT OSC

The Board approved budgeting as follows at Oregon State College the $11,500 Navy Department grant covering studies on 2-4-D reported in the gift section:

Wages $3,200.00
Materials and expense 1,360.00
Travel 1,300.00
Equipment 5,000.00
Overhead 640.00

$11,500.00

BUDGETING ADDITIONAL FUNDS TO AAF RES. GRANT AT OSC

The Board approved budgeting as follows at Oregon State College $12,000 additional funds to the AAF Research on Millimeter Waves budget, extending the contract from February 28 to August 31, 1949:

Salaries $5,711.00
Continuation of appointments from March 1 through June 30, 1949 of the following:

J. W. Griffith, Instructor, 75 per cent time  $ 990.00
J. I. Hagen, Instructor, 50 per cent time  495.00
G. H. Hare, Instructor, full time  1,400.00
R. W. Prather, Instructor, 50 per cent time  660.00
J. A. Riley, Instructor, 75 per cent time  990.00
E. A. Yunker, Professor, 50 per cent time  1,176.00

$5,711.00
Wages $3,000.00
Materials and expense $1,547.00
Overhead $1,742.00

Salary savings of $1,176 in the Physics Department budget, due to continuation of Professor Yunker in the Research budget to be transferred to wages. This additional $12,000 was made available by an Army Air Force grant accepted at the November 1948 meeting of the Board.

The Board approved budgeting as follows an additional $3,461.98 to the U. S. Navy research project budget for 1948-49 in the University Mathematics Department:

Salaries $379.15

Transfer of 10 per cent of time of Dr. W. J. Dixon, Associate Professor of Mathematics, to the Navy Research project, for the period December 1, 1948 to June 15, 1949. Salary savings of $379.15 in the Mathematics budget to be transferred to wages.

Wages $3,035.90
Materials and expense $49.77
Reduce previously approved travel budget $2.84

$3,002.12 had previously been budgeted for 1948-49. This revision brings the budget to $6,464.10. Funds for this revision are available from a previously accepted Navy grant.

The Board approved the purchase by the University of the following described property, owned by Mrs. Edna Prescott Davis, at a price of $11,400, funds to be provided from the Board’s Land Purchase Reserve:

Lot 12, Block 1, University Addition, Eugene, Lane County, Oregon.

This property is located across the street from the Journalism Building on University Street and constitutes a serious fire hazard.

The Board approved the transfer of $1,000 from the General Extension Division, State Wide Classes wage budget, to the President’s Reserve at Southern Oregon College of Education to provide payment for John Schulz, Assistant Professor of Psychology, for teaching extension classes in Coos and Curry Counties during the winter term.
The Board approved the transfer of $1,100 from the Veterans Books Handling Reserve to the Business Office requisition budget at Oregon College of Education as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>$600</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>350</td>
</tr>
<tr>
<td>Travel</td>
<td>50</td>
</tr>
<tr>
<td>Equipment</td>
<td>100</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,100</strong></td>
</tr>
</tbody>
</table>

The Board approved the following personnel adjustments at the University, the necessary funds being provided in the 1948-49 budget:

**Adjustments as follows at the University of Oregon Dental School:**

**Guy Woods, Jr.,**
Appointment of Guy Woods, Jr. as Instructor in Dentistry, at an annual salary rate of $2,100, 50 per cent time, 12-months basis, yearly tenure, effective January 1, 1949. Requires $1,050 in 1948-49 to be provided, $525 from the Institutional Reserve and $525 from an unallocated amount in Post-Graduate Work.

**D. Passmore,**
Increase in time for Donald Passmore, Instructor in Dentistry, from 50 to 67 per cent, with a corresponding increase in salary from $1,800 to $2,400, effective January 1, 1949. Requires $300 in 1948-49 to be transferred from the Institutional Reserve.

**H. M. Hackettorn,**
Leave of absence without pay for Howard M. Hackettorn, Associate Professor of Chemistry for the months of September, October and November 1948. Salary savings of $750 in 1948-49 to be transferred to the Institutional Reserve.

**T. Suher,**
Leave of absence without pay for Theodore Suher, Assistant Professor of Dentistry, for the month of July 1948. Salary savings of $350 in 1948-49 to be transferred to the Dental School Institutional Reserve.

**J. G. Woodruff,**
Sabbatical leave for Miss Janet G. Woodruff, Associate Professor of Physical Education, for the period March 20 through June 30, 1949, for travel and study. No change in budget.

**L. O. Wright,**
Sabbatical leave for Leavitt O. Wright, Professor of Romance Languages, for the spring term, in order to complete several research articles for publication. No change in budget.

**V. E. Runte,**
Resignation of Violet E. Runte, Assistant to the Registrar at the Dental School, effective February 12, 1949. Salary savings of $1,028.57 in 1948-49 to be transferred to the Institutional Reserve.
The Board approved the following personnel adjustments at the State College, the necessary funds being provided in the 1948-49 budget:

K. C. Lu, Appointment
Appointment of Kuo C. Lu as Experiment Station Fellow in the Department of Bacteriology, at an annual salary rate of $1,000, for 50 per cent time, 9-months basis, yearly tenure, effective January 1, 1949. Requires $666.66 in 1948-49 to be transferred from the requisition budget of the Publications account. The Board also approved the transfer of $2,093.34 from the requisition account of the Publications budget as follows:

| Farm Management | $1,200.00 |
| Soils           | 250.00    |
| Horticulture    | 500.00    |
| Bacteriology    | 143.34    |
| **Total**       | **$2,093.34** |

C. E. Poulton, Appointment
Appointment of Charles E. Poulton as Associate Professor of Range Management in the Experiment Station Departments of Farm Crops and Animal Husbandry, at an annual salary rate of $5,000, 12-months basis, yearly tenure, effective March 7, 1949; with leave of absence without pay for the period June 16 to July 1, 1949, to attend to personal business. Mr. Poulton's salary is to be paid entirely from the Animal Husbandry budget during the remainder of this fiscal year. After July 1 his salary will be paid by both departments. Requires $1,081.68 in 1948-49, which is available in the budget.

T. Miller, Appointment
Appointment of Mrs. Thelma Miller as Acting Home Agent in Polk County, at an annual salary rate of $3,684, rank of Assistant Professor, 12-months basis, yearly tenure, effective February 1, 1949. Requires $1,535 in 1948-49 to be transferred from the Director's Reserve.

J. Waite, Continuation of appt.
Continuation of appointment of Mrs. Jerre Waite, Acting Instructor in Bacteriology for the winter and spring terms, at a rate of $1,800 for the two terms. Requires $1,800 in 1948-49 to be transferred from the Institutional Reserve.

Estab. of position of, Fellow in Exp. St. Dept. of Plant Path.
Establishment of the position of Fellow in the Experiment Station Department of Plant Pathology, at an annual salary rate of $1,000, for 50 per cent time, 9-months basis, yearly tenure, effective February 1, 1949. Requires $555.55 in 1948-49 to be transferred from materials and expense.

F. H. Dahl, Salary adj.
Salary adjustment for Frederick H. Dahl, Assistant Extension Statistician, from $3,300 to $3,600, effective January 1, 1949. Requires $150 in 1948-49 to be transferred from the Director's Reserve.

M. Hagood, Salary adj.
Salary adjustment for Melvin Hagood, Jefferson County Extension Agent, from $3,300 to $3,600, effective January 1, 1949. Requires $150 to be provided from the Director's Reserve. The Federal Reclamation Bureau reimburses the budget in full for salary paid Mr. Hagood.
D. H. Sherwood, Salary adj.  
Salary adjustment for Donald H. Sherwood, Research Assistant at the Umatilla Branch Experiment Station, from $3,400 to $3,652, to replace perquisites of $252 per year, effective January 1, 1949. Requires $126 in 1948-49 to be transferred from wages in the Station budget.

J. R. Haag, Transfer of time  
Transfer of 15 per cent of the time and salary of J. R. Haag, Professor of Agricultural Chemistry, to Animal Husbandry, Instruction, effective January 1, 1949. Requires $800 in 1948-49 in Animal Husbandry which is available in the budget. Salary savings of $800 in Agricultural Chemistry to be transferred to the requisition budget.

N. J. Hansen, Transfer  
Transfer of N. J. Hansen from Linn County 4-H Club Agent to Polk County Farm Agent, with promotion from Assistant to Associate Professor, and a corresponding increase in salary from $3,720 to $4,008, 12-months basis, indefinite tenure, effective February 1, 1949. Requires $1,670 in 1948-49 to be transferred: $1,550 from the Linn County Club Agent budget and $120 from the Director's Reserve.

H. J. Myers, Transfer  
Transfer of H. Joe Myers from Linn County Farm Agent to Linn County 4-H Club Agent, with an increase in salary from $3,060 to $3,300, with no change in rank or tenure, effective February 1, 1949. Requires $1,375 in 1948-49 to be transferred from the Linn County Farm Agent budget.

C. L. Anderson, Delay in appointment  
Transfer as follows the salary savings of $3,600 released by delay in appointment of Carl L. Anderson, Professor of Physical Education for Men, who will be unable to report for work until the next academic year, instead of January 3, 1949:

To:  
Physical Education for Men  
Wages  
$1,900.00  
Materials and expense  
950.00

Physical Education for Women  
Wages  
200.00  
Materials and expense  
400.00

Institutional Reserve  
150.00

$3,600.00

C. E. Samuels, Transfer of time  
Transfer of 50 per cent time of C. E. Samuels, Assistant Professor in the Experiment Station Department of Food Technology, to the School of Agriculture Department of Food Technology, for the period January 1 through June 30, 1949. Requires $1,000 in the School of Agriculture to be transferred from the Institutional Reserve. Salary savings of $1,000 in the Experiment Station to be transferred to wages.
Delay in appointment of Alfred R. Halvorsen, Assistant Superintendent of the Klamath Experimental Area, from January 16 to February 5, 1949. Salary savings of $247.12 in 1948-49 to be transferred to wages.

Sabbatical leave on full salary for Miss Harriet Warner, Assistant Reference Librarian, for the period March 1 through June 30, 1949, for rest and travel. No change in budget.

Sabbatical leave on full salary for Herbert E. Childs, Professor of English, for the period March 19 through June 30, 1949, for research and advanced study. No change in budget.

Leave of absence without pay for H. E. Finnell, Certification Specialist, for the period February 15 to April 15, 1949, in order to assist in a United States Department of Agriculture research project. Salary savings of $733.57 in 1948-49 to be transferred to the Director's Reserve.

Resignation of W. A. Hedlin, Assistant Horticulturist in the Experiment Station, effective December 31, 1948. Salary savings of $2,100 in 1948-49 to be retained in the budget pending appointment of a successor.

The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1948-49 budget:

Appointment of Miss Essene Joseph as Instructor in Clinical Psychology, at an annual salary rate of $4,000, 12-months basis, yearly tenure, effective February 15, 1949. Requires $1,500 in 1948-49 to be transferred from materials and expense to salaries in Child Guidance Extension.

Appointment of Dr. Anthony J. Graffeo as Research Associate in the Department of Surgery, at an annual salary rate of $3,000, 12-months basis, yearly tenure, effective January 1, 1949. Requires $1,500 in 1948-49 to be provided from the Damon Runyan Cancer Research Account.

Appointment of Mrs. Ruth Moore Graham as Research Associate in Surgery, at an annual salary rate of $5,000, 12-months basis, yearly tenure, effective January 1, 1949. Mrs. Graham's time will be divided 40 per cent on the Damon Runyan Cancer Research budget and 60 per cent on the Public Health Service grant. Requires $2,133.93 in 1948-49 to be provided: $1,000 from the Damon Runyan Cancer Research budget and $1,133.93 from the Public Health Service grant.

Promotion in rank for Dr. Augustus B. Dykman, from Associate Clinical Professor to Clinical Professor of Ophthalmology, effective March 1, 1949. Dr. Dykman is on a volunteer basis. No change in budget.
A. S. Rosenfeld, Resignation of Dr. Arthur S. Rosenfeld, Assistant Clinical Professor of Medicine, effective January 1, 1949. Dr. Rosenfeld has been on a volunteer basis. No change in budget.

The Board approved the following personnel adjustments at Southern Oregon College of Education, the necessary funds being provided in the 1948-49 budget:

C. Williams, Resignation
Resignation of Clifford Williams, Principal of Lincoln Training School and Director of Teacher Training, effective February 12, 1949; and the transfer of Miss Florence Allen, Assistant Professor of Education, to the position of Principal of Lincoln Training School and Director of Teacher Training, with an increase in salary from $1,770 to $1,895, effective February 12, 1949. Miss Allen is paid an equal amount by the City of Ashland. Salary savings of $960.66 in 1948-49 to be transferred: $555 to wages to employ a replacement for Miss Allen for the balance of the fiscal year, and $405.66 to the Institutional Reserve.

F. Allen, Transfer
President Smith appointed Mr. Finseth to represent the Board at the dedication of the five-room training school addition at Oregon College of Education.

Dedication of Trng. School Addn. at OCE

ADJOURNMENT The Board adjourned at 11:00 A.M.

Edgar W. Smith, President

Charles D. Byrne, Secretary