STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
SOUTHERN OREGON COLLEGE OF EDUCATION
ASHLAND, OREGON
August 9, 1949
10:10 A. M.

MEETING #186

In accordance with action taken by the State Board of Higher Education at its May 10, 1949 meeting, wherein the Board voted unanimously to suspend the rules and by-laws of the Board and to change the date of the regular meeting scheduled on July 26, 1949 to August 9, 1949, the State Board of Higher Education met in regular meeting at the Southern Oregon College of Education, Ashland, Oregon, on August 9, 1949.

ROLL CALL

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

Henry F. Cabell
George F. Chambers
A. S. Grant
R. E. Kleinsorge
Cheryl S. MacNaughton
Edgar W. Smith

Absent: Leif S. Finseth, Phil Motschan, Herman Oliver.

There were also present: Chancellor Paul C. Packer; Dr. Charles D. Byrne, Secretary of the Board; President Harry K. Newburn of the University of Oregon; President A. L. Strand of Oregon State College; President Henry M. Gunn of Oregon College of Education; President Elmo N. Stevenson of Southern Oregon College of Education; Dean J. F. Cramer of the General Extension Division; William A. Zimmerman representing the University of Oregon Medical School.

RE ABSENCE OF FINSETH, MOTSCHAN AND OLIVER

Dr. Byrne reported that he had received a letter from Mr. Finseth indicating that, due to press of business, he would be unable to attend this meeting of the Board. He also reported that Mr. Motschan had called the office and reported that his physician had advised against travelling to Ashland for the meeting. President Smith stated that Mr. Oliver had found it necessary to leave early that morning to return home.

MINUTES APPROVED

The Board voted to dispense with the reading of the minutes of the last regular meeting held on June 14, 1949 and approved the minutes of this meeting as they appeared in the docket.

APPOINTMENT OF WOLFF AND PHILLIPS TO DESIGN OCE AND EOCE LIBRARIES

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

"Immediately following the last meeting of the Board, President Maaske, President Gunn and Dr. Byrne conferred with the architectural firm of Wolff and Phillips of Portland in regard to having that
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firm handle the architectural work on the two library buildings at the Eastern Oregon College of Education and the Oregon College of Education. Because there is considerable similarity of purpose and functioning of these two buildings, it was agreed in conference with the architects that some savings could be made by having them both handled by the same firm. It will be recalled that this firm designed the remodelling of the old training school at Oregon College of Education in a satisfactory manner. An agreement was reached with the firm whereby they would take the two projects for a fee of 5% and absorb the engineering costs. This would represent a savings of about 3/4 of 1% under the customary fees.

"It was also arranged that the firm would make an advance study of similar library facilities at other institutions before preparing the plans. The Building Committee recommends that such an agreement with Wolff and Phillips be confirmed and that the usual Board officials be authorized to sign the contract."

The Board approved the report of the Committee and the recommendation contained therein.

Dr. Kleinsorge reported as follows on the selection of an architect for the designing of the Southern Oregon College of Education Library:

"President Stevenson has recommended the appointment of Mr. C. Howard Kable of Portland as architect for the proposed new library building for which money was included in the recent legislative appropriation. President Stevenson pointed out that Mr. Kable has already designed a number of buildings on the Southern Oregon College of Education campus in a satisfactory manner and that he was the coordinator and head draftsman on the State Library Building and was the architect for the Science Wing of the Oregon State College Library. In view of this recommendation and the evidence of the satisfactory work in the past, the Building Committee recommends the appointment of Mr. Kable subject to the negotiation of a satisfactory contract by Dr. Byrne."

The Board approved the appointment of C. Howard Kable as architect for the Southern Oregon College of Education Library Building, subject to satisfactory contract negotiations by Dr. Byrne.

Dr. Kleinsorge made the following report on the campus plan and contour maps prepared by Chester Corry for Southern Oregon College of Education:

"Within the past few weeks detailed contour maps and a plan for future expansion of Southern Oregon College of Education have been completed by Chester Corry, a local landscape architect. Following the completion of the surveys and the development of the functional landscaping pattern, the plans were carefully considered by Professor Fred Cuthbert of the University."
of Oregon. In general, he approved the plans and made some minor suggestions in connection therewith. These plans call for the location of the new Southern Oregon College of Education Library on Ashland Street on a site somewhat further west than was originally contemplated in an earlier campus plan. It was pointed out that the future expansion of the campus will inevitably be to the west which would place the new Library near the center of the ultimate development. Since the proposed location of the Library has been carefully studied and approved, both by local and consulting officials, the Building Committee recommends that the site outlined be approved thus clearing the way for construction as early as plans can be prepared."

The Board approved the report of the Committee and locating the proposed Library Building on the site recommended.

HEATING SURVEY - SCOE

Dr. Kleinsorge presented the following report on the heating problem at Southern Oregon College of Education:

"Secretary Byrne reported to the Board that a decision must be reached soon with respect to future expansion of heating facilities on the Southern Oregon College of Education campus. He pointed out that with the early erection of the Library Building, it will be necessary to decide whether it is to have an individual heating plant or whether it would be more economical to construct a central heating plant to care for the entire campus.

"Professor W. J. Baker, Superintendent of Heating at Oregon State College, visited the campus recently and indicated that a suitable site is available for a central heating plant which might prove to be more economical than to install additional facilities. Much would depend upon the continued availability of ample hogged fuel at a much lower price than it is now costing to heat the buildings with oil. It was recommended by Secretary Byrne and President Stevenson that a detailed survey be made covering the estimated capital costs and comparative operating expense. This is to be done by Professor Baker before the next meeting of the Board. The Building Committee believes that such a survey is highly desirable and recommends that it be approved with the understanding that Professor Baker will be reimbursed for his expenses and the State College for his time if it is necessary to provide substitute assistance there."

The Board approved the report of the Committee and the recommendation contained therein.

ACCEPTANCE OF WAREHOUSE SHOP BUILDING AT EOCE

Dr. Kleinsorge concluded the report of the Building Committee as follows:

"The Warehouse-Shop Building on the Eastern Oregon College of Education campus which has been under construction for some months has now been completed and is ready for acceptance by the Board. Architect Kable has inspected the project carefully and reports that only the general filling and landscaping around the outside remains to be done at the end of July. The Building
has been completed within the allocation of $16,800. Because it is a relatively small project, which has been inspected by both the Architect and President Maaske, the Building Committee recommends the acceptance of the building without the usual inspection by our committee."

The Board approved the report of the Committee and the acceptance of the Warehouse-Shop Building at Eastern Oregon College of Education.

PURCHASE OF MILLER PROPERTY BY U OF O

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

"President Newburn recommended to the Committee the purchase of the property known as the Miller Property, comprising Lots 14 and 15 in Block 1 of the Amended Plat, University Addition, Eugene, Lane County, Oregon, to round out the site for the new Science Classroom and Laboratory Building at the University. Negotiations by University officials established a price of $22,556 for this property, the funds to be provided from the Board's Land Purchase Reserve. The necessity of acquiring this property for the new building is apparent to the Committee, which recommends the purchase of the property previously described."

The Board approved the purchase of the Miller Property at a price not to exceed $22,556.

PURCHASE OF PROPERTY FROM U OF O ALUMNI HOLDING COMPANY BY U OF O

Mr. Cabell reported as follows on the purchase of property required for landscaping the Women's Dormitory at the University of Oregon:

"Further purchase of property at the University of Oregon to clear the Women's Dormitory area was proposed by University officials. The property is that which had previously been purchased by the University of Oregon Alumni Holding Company, and encompasses two lots including four houses on 14th Street directly south of the dormitory. The original purchase price was $26,000 and at the time of purchase it was understood that the Board would take over the unpaid indebtedness at the time the property was needed for development of the dormitory site. Approximately $11,000 of the indebtedness has been retired and President Newburn requested that the $15,000 still owing on the property be provided from the following sources:

$7,000 from the University Rental Income Account and not to exceed $8,000 from Board's Land Purchase Reserve.

"The Committee recommends an allocation of not to exceed $8,000 to retire the present indebtedness on the property so that it may be used for the landscaping and development of the dormitory."

The Board approved the report of the Committee and the purchase of the above described property at a price of $15,000, with not to exceed $8,000 to be provided from the Board's Land Purchase Reserve.
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Mr. Cabell made the following report on the addition to the present operating level at the University to release Miner Gift funds for purpose intended in the Miner Trust:

"The Miner gift, as contemplated in the original trust agreement, provided for the use of the endowment income in the support of work in real estate and related fields. Henceforth the funds from this endowment have been used for the payment of salaries in the school of Business Administration. It was proposed to the Committee that an addition of $6,129 to the present operating level at the University would release the funds for the purposes contemplated in the establishment of the endowment. President Newburn explained that it was the University's desire to develop a research professorship to be held by an outstanding authority in the field. The Committee recommends that $6,129 be added to the regular operating budget of the University to make possible carrying out the original provisions of the endowment and building up the program in business administration along the lines recommended by the University."

The Board approved the report of the Committee and the recommendation contained therein.

Mr. Cabell reported as follows on the addition to the University budget to cover increases in the artisans' pay rates:

"Increases in the artisans' pay rates at the University of Oregon which became increasingly apparent last year were carried by funds from the President's Operating Reserve with the understanding that at such time as a stable level in these costs was reached they would be incorporated in the regular operating budget. President Newburn reported to the Board that the sum necessary to cover these rates last year was $10,400 and prospects were that the same level would prevail during the coming year. The Committee recommends supplemental budget additions to the University's 1949-50 operating budget to cover this additional expense."

The Board approved the report of the Committee and an addition of $10,400 to cover the increased artisans' pay rates.

Mr. Cabell presented the following report on financing of student union activities:

"The Chancellor recommended to the Committee a general program for financing student union activities in which it would be recognized that such building actually served general educational purposes and recommended that all general physical plant services be provided from the institutional physical plant budget except in those areas of the student union building used for commercial or revenue-producing purposes, such as restaurants, retail stores, barbershops, or other concessions. In these areas the Chancellor recommended that the physical plant costs be paid from the receipts of the respective commercial activities or from the student union
activity fees. In actual operation this will mean that the general institutional physical plant budget will provide the same amount of service for the areas in general use in the student union buildings that are provided on the average for the other general educational buildings of equal area. On this basis the 84,557 sq. ft. of general area in the student union at the University will require $40,914 annually from the Board's reserve for maintenance of new buildings.

"At Oregon State College the 79,496 sq. ft. of general area will necessitate an expenditure of $35,420. Board members will remember that many of the expenditures envisioned under this general policy are now being undertaken at the College student union, $22,700 now being provided in the regular physical plant budget. A transfer of unrestricted funds within the present State College budget from Union Management to Physical Plant budget increases this sum by $1,750. Under the proposed plan of treating such buildings as general educational buildings the total cost necessary will require that $10,970 be added from the Board's general funds to effect the policy at the State College.

"The three Colleges of Education at present use temporary buildings or parts of other buildings for student union activities, with these areas being maintained at present from the general institutional physical plant budget. It is proposed that the following student union costs be met from the direct income of student union activities or from the student union fees:

1. All physical plant operating and maintenance costs in areas occupied by commercial activities or concessions.

2. All excess physical plant operation and maintenance costs in the general areas of the student unions above that required in the average educational building, whether the excess cost be due to intensive use of the buildings, to a higher standard of maintenance, or to the special nature of activities carried on in the building.

3. All costs of furniture repair and replacement in the student union, including an adequate annual reserve to cover future repairs and replacements.

4. All costs of student union activities, including salary of director, other personnel and all other costs of student union activities.

"The Committee concurs in the proposal that the educational functions of a student union be recognized by the assumption of the physical plant costs as proposed by the Chancellor and recommends an immediate budget addition of $10,970 to the State College physical plant for this purpose."

The Board approved the report of the Committee and the recommendations included therein.
Mr. Cabell made the following report on the increased water rates at Oregon State College.

"Since the budget for 1949-50 was planned the City of Corvallis has increased the water rates to provide for a sewer construction and maintenance program in that city. This increase in rates will, it is estimated, increase the annual water charge to be paid by the State College by approximately $6,000. The Committee recommends an addition to the physical plant budget from the Board's unappropriated reserve to meet the increase."

The Board approved the addition of $6,000 to the Oregon State College Physical Plant budget from the Board's unappropriated fund to cover the increased water rates.

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

"The sewer project in Corvallis originally called for $43,500 as the Board's share of the new construction but after investigation and conferences between Board and College officials and Corvallis City officials, during which it was possible to arrange for alterations in the original plans, $36,500 is the amount necessary to carry out the Board's part of the new program.

"Secretary Byrne reported that the new plan will provide storm sewer services to the East campus as well as a sanitary sewer on the West campus. The Board had previously approved financial participation in the sewer project and the Committee now recommends that $36,500 be allotted to cover the Board's share of this project."

The Board approved the appropriation of $36,500 to cover the cost of the sewer construction program.

Mr. Cabell reported as follows on the establishment of seismograph stations:

"For several years the departments of Physics and Geology in the School of Science at Oregon State College have been considering in cooperation with officials of the University of California, the desirability of establishing a first-class seismograph station on or near the Oregon State College campus. President Strand reported to the Committee that all of the necessary preliminary studies as to site and equipment have been completed with careful estimates made as to cost of installation and operation.

"It was explained that, after exhaustive geological tests, specialists of the U.S. Coast and Geodetic Survey had recommended a site on the hill pasture tract of the Oregon State College Experiment Station farm. Dr. Perry Byerly of the University of California, who has been negotiating with the State College officials, has strongly recommended this site where he has agreed to install the necessary basic instruments on loan to the College in return for the loan of station records for his use."
"It was further explained by President Strand that there is both a scientific and practical value for the records to be obtained by a first-rate station. These will be used as a part of a Coastwide system in charting earth faults and in providing data to engineers, architects, and insurance companies for use in areas where earthquakes are a possibility. Under the plan proposed by the State College officials, a capital outlay of $7,971 is required. This would be used to construct a building and to purchase some supplementary equipment and fencing at the State College estimated to cost $6,582. The plan also calls for moving a small seismograph already in operation at Oregon State College to Eastern Oregon College of Education where it would be installed at a cost of $1,589. It was explained that the smaller installation in La Grande would increase the value of the main station at Corvallis and that both would be a valuable addition to the instructional and research program of the State System.

"The Finance Committee is convinced of the scientific and practical value of the proposed installation and recommends that $7,971 be allocated from the Board's unappropriated funds for this project for use as outlined in detail by President Strand. It is understood that annual operating costs, approximating $1,000 above that provided for by other means, will be met from the reserves of the respective institutions."

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

INCREASE IN MEDICAL SCHOOL BUDGET FOR RESIDENCY PROGRAM

Mr. Cabell made the following report on the residency program at the Medical School:

"When the biennial budget requests were made up for the Medical School, Dean Baird included a sum of $9,000 a year to cover the transfer of the salaries of 10 resident physicians to the permanent budget from the graduate residency program. While this was omitted from the budget as submitted to the legislature, it was contemplated by the Chancellor's Office that such an allocation could be made from savings in other funds. It appears, however, that an appropriation of this amount will be necessary in order to permit the Medical School to maintain an adequate staff of resident physicians in view of the reduction in the estimated income from the graduate residency program. It has been pointed out by Dean Baird that balances accumulated in postgraduate student fees during the past two years have been turned back to the Board's unappropriated funds in the amount of some $22,700.

"It is therefore the recommendation of Dean Baird, approved by the Chancellor, that the annual budget of the Medical School be increased by $9,000 to cover the salaries of 10 resident physicians, with a corresponding reduction in the student fee income previously estimated for the graduate residency program. The Finance Committee recommends approval of this allocation."
The Board approved the report of the Committee and the recommendations contained therein.

Mr. Cabell presented the following report on the new location for the General Extension Division on the University campus:

"Because of the new location of the proposed Science Building on the University of Oregon campus, it is necessary to remove the building now used by the Extension Division and by the School of Journalism. President Newburn reported that the only feasible place for the Extension Division for the next few years is in the building now used by the campus YMCA. As the "Y" activities are to be moved to the new Union Building when it is ready, agreements have been reached to place the "Y" in temporary quarters, thereby making the YMCA building available immediately. President Newburn submitted estimates showing a total cost of $6,500 to make necessary alterations in the building, and for moving costs. While, as President Newburn pointed out, it is unfortunate that this amount must be used for temporary arrangements, there seems to be no alternative. Therefore the Committee recommends approval of this allocation of $6,500 from the Board's unappropriated fund."

The Board approved the allocation of $6,500 from its unappropriated fund to cover the cost of making alterations to and moving the General Extension Offices to the YMCA building on the University campus.

Mr. Cabell reported as follows on the distribution of the Board's Equipment Reserve:

"Chancellor Packer submitted a report to the Finance Committee covering distribution of the Board's Equipment Reserve for the biennium 1949-1951. He said the same pattern has been followed in his recommendation as in the biennial budget requests for equipment funds. The total allocation made by the legislature is $343,200 for the two years. Following are the recommended allocations among the several institutions and divisions:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Recommended Allocation For the Biennium</th>
<th>To Be Available Each Year of Biennium</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Oregon</td>
<td>$ 79,062</td>
<td>$ 39,531</td>
</tr>
<tr>
<td>University of Oregon Medical School</td>
<td>56,160</td>
<td>28,080</td>
</tr>
<tr>
<td>Oregon State College School of Engineering</td>
<td>178,838</td>
<td>89,419</td>
</tr>
<tr>
<td>General Allocation</td>
<td>(50,000) (128,838)</td>
<td>(25,000) (69,419)</td>
</tr>
<tr>
<td>Oregon College of Education</td>
<td>6,614</td>
<td>3,307</td>
</tr>
<tr>
<td>Southern Oregon College of Education</td>
<td>8,736</td>
<td>4,368</td>
</tr>
<tr>
<td>Eastern Oregon College of Education</td>
<td>6,614</td>
<td>3,307</td>
</tr>
<tr>
<td>Centralized Activities</td>
<td>7,176</td>
<td>3,588</td>
</tr>
<tr>
<td>TOTALS</td>
<td>$ 343,200</td>
<td>$ 171,600</td>
</tr>
</tbody>
</table>
"It was explained by the Chancellor that the individual designation for the School of Engineering is in accordance with Board action taken in 1945 to make an annual allocation of at least $25,000 annually to the School of Engineering for five years. President Strand indicated that part of the general allocation would probably also go to the School of Engineering to meet increased costs of equipment since the original engineering allocation was made. It was also explained that the amount designated for Centralized Activities represents a transfer of a previous allocation for livestock herd improvement which is no longer needed.

"The Finance Committee recommends that these allocations as submitted by the Chancellor be approved."

The Board approved the report of the Committee and the allocation of funds as recommended.

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

"Mr. William Zimmerman reported to the Finance Committee for Dean Baird that the Medical School is facing an emergency situation in regard to heating. In the past the Medical School has bought steam for its regular heating needs from the Multnomah County Hospital heating plant and has maintained only two small boilers in addition for emergency standby service. He reported that the Multnomah County Hospital is now being expanded by an additional wing, the heating of which would reduce the amount available to the Medical School from present facilities so that the two auxiliary boilers would have to be used regularly leaving no standby for emergency.

"He also reported that the Medical School authorities have negotiated with Multnomah County Commissioners whereby the latter will build an addition to its heating plant at County expense if the Medical School will buy an additional boiler to be installed at a cost of $22,550. The arrangement calls for an agreed rate of depreciation on this new boiler over a period of 11 years. When the proposed new central heating plant for the Medical School is installed within the 11 year period, the County Commissioners agree to purchase the boiler at the price then shown by the depreciation schedule.

"Since it is obviously necessary to provide additional heating facilities immediately, the Finance Committee recommends the allocation of $22,550 from the Board's unappropriated funds for this purpose, with authorization to the Medical School and Board officials to complete negotiations with the County on the most favorable terms possible."

The Board approved the report of the Committee and the recommendations contained therein.
Mrs. Cheryl S. MacNaughton, Chairman of the Committee on Rules and By-Laws, presented the following report:

"Dean Cramer reported to the Committee that a proposed revision in the Administrative Code sections governing the High School Relations Committee had received the approval of that Committee. He proposed that the entire section governing the High School Relations Committee be eliminated from the present code and that the following be substituted including a change of name, the committee to be known in the future as the Committee on High School-College Relations. Dean Cramer further reported that the revisions in the code have been made in study with executives, representatives of the high school principals and superintendents associations and have their complete approval. The proposed revision follows:

1. Since the state institutions of higher learning are largely for the benefit of the youth of Oregon who are prepared for these institutions by the high schools of the state, a Committee on High School-College Relations has been created and charged with the responsibility of maintaining relationships between these two groups of institutions on a high plane of mutual cooperation.

2. The High School-College Relations Committee shall be composed of four representatives of higher education, including the Dean of the General Extension Division who shall be chairman, one representative each of the University of Oregon, Oregon State College, and the Colleges of Education, all three being appointed by the Chancellor; the State Superintendent of Public Instruction; the presidents of the High School Principals' Association, the High School Activities Association, and the City Superintendents' Association; and one representative each from the High School Principals' Association and the City Superintendents' Association appointed by the presidents of the respective associations for terms of three years.

3. The High School-College Relations Committee is authorized to recommend the employment of an Executive Secretary whose duties shall be determined by the committee.

4. The functions of the Committee on High School-College Relations in the following areas are recognized:

(a) To convey to high school students information of a dignified and inspirational nature intended to present a clear and unprejudiced view of the offering and opportunities at all of the state-supported institutions of higher learning. This may be done through (1) personal visitations to high schools by authorized representatives, (2) written communications, (3) group conferences, (4) approved publications.
(b) To cooperate with high school administrators in encouraging the operation of an efficient guidance and testing service intended to be helpful to high school students in their decisions with reference to college and programs they may pursue.

(c) To cooperate with appropriate high school authorities in staging educational and competitive events on a regional or state-wide basis.

(d) To approve or reject all plans proposed to bring delegations of high school students to any campus within the State System of Higher Education.

(e) To administer the state scholarship program authorized by act of the State Legislature of 1935, as amended at the legislative sessions of 1945 and 1949.

(f) To collect and distribute to designated institutions names of high school seniors signing official cards expressing interest in higher education.

5. All contacts with high schools and sponsored events involving high schools shall be scheduled in conformity with the following procedures:

(a) All visitations to high schools involving contacts with students by representatives of the institutions in the Oregon State System of Higher Education must be approved by and schedule through the High School-College Relations Committee; except that visitations made upon invitation of the local school authorities shall be reported to and recorded by the committee under the provisions of paragraph 5 (c).

(b) All competitive and other events bringing students to a campus of any institution within the State System of Higher Education must be approved by the High School-College Relations Committee, and they must be scheduled through the High School Activities Association.

(c) Representatives of higher educational institutions are free to accept invitations to speak before high school assemblies or confer with groups of students, provided any such invitation is extended in writing by the high school principal or his authorized representative, a copy of such invitation to be forwarded to the chairman of the High School-College Relations Committee. It shall be the responsibility
of the one accepting such invitation to make sure that this procedure is followed. The Secretary of the State Board of Higher Education shall issue each year a leaflet listing names of faculty members of the several institutions available for high school commencement addresses and shall mail the same to all Oregon high schools. Each institution is free to fill requests from high schools for commencement speakers. Not later than July 1 of each year each institution's registrar shall file with the Chairman of the High School-College Relations Committee a report of all commencement engagements filled by members of his faculty, setting forth the name of the speaker, the high school served, and the date of the program.

(d) Higher education institutions may extend the use of campus facilities to high school organizations or groups which wish to hold meetings on a campus provided such events are approved and scheduled by the High School Activities Association.

(e) By action of the High School-College Relations Committee or the High School Activities Association or by joint agreement of these two groups, events in which high school students participate may be specifically allocated to institutions. A list of such approved allocations shall be published annually by the High School-College Relations Committee. Annually, on a weekend date to be agreed upon between the High School-College Relations Committee and the High School Activities Association, high school seniors may be invited to visit the campus of their choice. On no other occasion will a general invitation be extended to high school students to visit any campus.

6. The Executive Secretary shall prepare an annual report of the activities of the High School-College Relations Committee which shall set forth clearly a record of all contacts each institution of the State System has made with Oregon high schools and high school organizations. Copies of this report shall be furnished each member of the committee, the Secretary of the High School Activities Association, and the Secretary of the State Board of Higher Education.

"The Committee strongly approves the proposed plan for conducting the high school-college relations of the State System and recommends adoption of the new sections to replace the present sections of the Administrative Code."

The Board approved the proposed plan for conducting the high school-college relations of the State System and adopted the new sections to replace the present sections of the Administrative Code.
Mrs. MacNaughton completed the report of the Committee on Rules and By-Laws as follows:

"Chancellor Packer proposed revisions in the Administrative Code sections governing the policy on sabbatical leave. The modifications submitted by the Chancellor are as follows:

1. The elimination of one term sabbatical leaves except in unusual cases when it is impossible for a faculty member to be away for a full academic year and except for members of the administrative staff.

Page 76, (b)

(2) Add following sentence in parentheses:

'(Except in unusual circumstances, this type of leave will be limited to administrative officers and others who find it difficult, because of their professional assignment, to be away from their work over a longer period.)'

Page 76, (c)

(1) Add following sentence in parentheses:

'(Except in unusual circumstances, this type of leave will be limited to administrative officers and others who find it difficult, because of their professional assignment, to be away from their work over a longer period.)'

2. The requirements that sabbatical leave requests be filed at the time budgets are submitted and that only in emergency situations will they be filed during the year.

Page 77, (e) Add: 'Such applications should then be filed at the time the formal budget is submitted for the ensuing fiscal year, and such requests submitted later than the beginning of the fiscal year in which they are to be granted will not be considered except in unusual circumstances.'

3. The elimination of the provision of utilization of sabbatical leave for purposes of rest and recuperation or for undergoing treatment for physical disability.

Page 77, (f) Delete the last sentence, 'Upon the recommendation of responsible medical authority, sabbatical leave may be allowed in special cases for such period as may be deemed necessary, not to exceed one year, for purposes of rest and recuperation or for the undergoing of treatment for physical disability.'
"The Committee concurs in the proposals governing sabbatical leave and recommends adoption of the modifications."

The Board approved the report of the Committee and adopted the modifications to the Administrative Code governing sabbatical leaves.

Dr. R. E. Kleinsorge, Chairman of the special committee appointed to study the matter of relocating the central administrative offices, reported as follows:

"Your special committee appointed on the matter of relocating the central administrative offices has held two meetings. The three locations which have been given consideration are Portland, Salem and Albany. In the preliminary thinking of the Committee, Portland, because of its distant location from the major institutions, presents disadvantages that are not inherent in the location at Albany or Salem. However, because of the importance of making a sound recommendation on the matter from the long-time point of view, the Committee is proceeding carefully to weigh the pros and cons of all three of these locations and will report later to the Board on its progress."

The report was presented merely for the information of the Board. No action was necessary.

President Smith expressed to President Stevenson, the staff of Southern Oregon College of Education and the citizens of Ashland the appreciation of the Board for the splendid arrangements made for the Board's stay in Ashland, for the picnic and for the complimentary tickets to the delightful performance of Romeo and Juliet.

Dr. Byrne reported that notice had been received from the Bureau of Community Facilities of the General Service Administration indicating the extension of the permit for one year on the Oregon Shipbuilding Corporation for use by the Vanport Extension Center.

Chancellor Packer reported that he had been instructed by the Board to appoint a committee, with Dean Cramer as Chairman, to act in an advisory capacity in carrying out the provisions of the Dunn bill. This bill provides for the offering of lower division collegiate work through contracts negotiated between local school districts and the General Extension Division of the State System of Higher Education. To this advisory committee, Chancellor Packer appointed Dean Eldon Johnson of the University, Dean F. A. Gilfillan of the State College and President Henry M. Gunn to represent the colleges of education. Contracts are being negotiated with Bend and Klamath Falls for one-year collegiate programs, which will open in September with courses in English, social studies, science, mathematics and business administration. It is expected that there will be more of these units in the second year and that some will be expanded to offer a second year program.
Dean Cramer reported that Klamath Falls intends to call its school the "Klamath Falls Community College" while Bend proposed to use the name "Central Oregon College", because it believed this name would attract students from Ontario, Prineville and other neighboring towns. Board members were fearful that the name "Central Oregon College" would be confused with Eastern Oregon College of Education and Southern Oregon College of Education and after considerable discussion it was moved and seconded that the Board instruct the General Extension Division to refrain from entering into a contract under the terms of the Dunn bill with school districts unless and until a mutually agreeable and satisfactory name for the enterprise can be reached or agreed upon, and further that the words "community college" be incorporated in the name thereof.

MEETING OF
STATE DEPT.
HEADS WITH
GOVERNOR

Chancellor Packer reported briefly on a meeting he had attended at the Governor's Office on July 20 along with approximately 25 other state department heads. He quoted Governor McKay as saying he wanted economy in the state government but he wanted economy with sense.

WELCOME TO
H. DORMAN
AND W. TUGMAN

President Smith introduced Harry Dorman, the new State Budget Director, and William Tugman, Editor of the Eugene Register Guard, and welcomed them to the meeting on behalf of the Board.

ELECTION OF
OFFICERS FOR
1949-50

On motion by Mr. Chambers and second by Mr. Cabell, the Board voted unanimously to reelect for the year 1949-50 the present officers, namely, Edgar W. Smith, President; R. E. Kleinsorge, Vice President; and Leif S. Finstch, the third member of the Executive Committee; and instructed the Secretary to cast a unanimous ballot for these officers.

MEETING OF
EXECUTIVES
WITH BUDGET
DIRECTOR
DORMAN

President Smith indicated that the central office officials and the institutional officials were scheduled to have a meeting with State Budget Director Dorman and inasmuch as many of those in attendance wanted to leave Ashland as soon as possible to get an early start home, that all those scheduled to meet with Mr. Dorman would be excused from the Board meeting.

GIFTS

The Board accepted the following gifts and authorized the Secretary of the Board to make suitable acknowledgment to the donors:

University

U. S. Air Force
Grant of $15,000 from the United States Air Force to cover research in the measurement of Beta and Gamma Radiation in the atmosphere by means of Scintillation Counters, under the direction of Dr. A. E. Caswell, Professor and Head of the Department of Physics.

J. K. Gill Company
Gift of $750 from the J. K. Gill Company, Portland, for a fellowship in the School of Architecture and Allied Arts in 1949-50.

St. Fed. of Women's Clubs
Gift of $150 from the State Federation of Women's Clubs to be used for a scholarship award in the painting division of the School of Architecture and Allied Arts in 1949-50.
Meeting #186 - 17
August 9, 1949

Marshfield Elks Lodge
Gift of $100 from the Marshfield Elks Lodge No. 1160, of Coos Bay, for a scholarship for a designated student.

Am. Legion Auxiliary
Gift of $100 from the Coos Bay Unit No. 17 of the American Legion Auxiliary, for a scholarship for a designated student.

Bonneville Power Ad.
Grant of $1,000 from the Bonneville Power Administration to study the problem of estimating the future growth, characteristics and locations of electric power loads in the Columbia River Basin.

Bonneville Power Ad.
Grant of $2,500 from the Bonneville Power Administration to make a study of electrical operations and management of municipal corporations engaged in public distribution of Columbia River power.

Oral Radiological Res.
Gift of $100 to the Dental School from the Oral Radiological Research Society, to be used for research or equipment.

U. S. Public Health Service
Gift of not to exceed $4,973 to the Dental School from the National Cancer Institute, United States Public Health Service, as an extension of the cancer training program through June 14, 1950. Payment has been received for half of this amount, or $2,487. It is expected that any unexpended funds from the 1948-49 grant will also be applied on the $4,973, and as soon as the amount of such unexpended funds is determined, the National Cancer Institute will then send a check for the balance.

W. K. Kellogg Foundation
Grant of $10,438.38 to the Dental School from the W. K. Kellogg Foundation to provide funds for a program of instruction for dental hygienists. Of this amount, $7,630.45 is to be budgeted in 1949-50 and $2,807.93 in 1950-51.

Oregon State College

Buchanan C.ellers Grain Co.
Gift of $750 from the Buchanan Cellers Grain Company of McMinnville to provide scholarships for two students from Yamhill County interested in agriculture.

L. A. Courtemanche
Gift of $250 from L. A. Courtemanche of McMinnville, to provide a scholarship in 1949-50 for a freshman from Yamhill County interested in agriculture.

Lane Cty. War Finance Cmt.
Gift of $500 from the Lane County War Finance Committee to be added to the John R. Snellstrom Forestry Award.

War Department
Grant of $20,000 from the War Department to extend the Army Air Force research project contract on Millimeter Waves, covering the period September 1, 1949 to August 31, 1950.

Bonneville Power Ad.
Grant of $2,500 from the Bonneville Power Administration to continue studies by the Oregon Forest Products Laboratory on sawdust as a source of charcoal for industrial carbon.

Bonneville Power Ad.
Grant of $2,500 from the Bonneville Power Administration to continue studies by the Food Technology Department on blanching, defrosting and sterilization of foods with high-frequency electricity.
### Meeting #186 - 18

**August 9, 1949**

**OSC Dads Club**
- Gift of $600 from the Oregon State College Dads Club to cover four scholarships of $150 each for the year 1949-50.

**Nat. Council of Stream Improvement**
- Gift of $5,625 from the National Council of Stream Improvement to continue research conducted jointly by the department of Fish and Game Management and the Engineering Experiment Station on stream pollution.

### Medical School

**Washington-Columbia Cty. Voiture 1267 "40 et 8"**
- Gift of $200 from the Washington-Columbia County Voiture 1267 "40 et 8" to the Doernbecher Hospital, to be added to the special fund established by this organization, which is utilized for the purchase of orthopedic appliances for patients of the hospital.

**Soroptimist Club of K. Falls**
- Gift of $200 from the Soroptimist Club of Klamath Falls, to be utilized for a scholarship for a designated student in nursing education entering training in the June 1949 class.

**U. S. Public Health Service**
- Grant of $11,023 from the Cancer Research Branch of the United States Public Health Service in support of a research project on cancer being conducted by Dr. Edwin E. Osgood, Professor and Head of the Division of Experimental Medicine. This is a continuation of a grant of a similar sum for the current year. The new grant covers the period from October 1, 1949 to October 1, 1950.

**Atomic Energy Commission**
- Grant of $10,250 from the Atomic Energy Commission, to cover research studies on the Metabolism of Cholesterol and Ketone Bodies, during the period July 1, 1949 to June 30, 1950, under the direction of Dr. Edward S. West, Professor and Head of the Department of Biochemistry.

**American Cancer Society, Inc.**
- Grant of $2,000 from the American Cancer Society, Inc., New York to be utilized for a research project entitled "Avian osteopetrosis as induced with blood from patients with leukemia", under the direction of Dr. Arthur W. Frisch, Associate Professor of Bacteriology.

**Ore. State Elks A$soc.**
- Gift of $17,500 from the Oregon State Elks Association, representing the first installment of a minimum grant of $22,000, for the establishment of a program of care, education and research for visually handicapped children. An eye clinic for children is being established in the Outpatient Clinic.

**Ore. Heart Association Inc.**
- Gift of $1,200 from the Oregon Heart Association, Inc., to be utilized for the purchase of equipment for the Cardiovascular Research Laboratory at the Medical School.

### Eastern Oregon College of Education

**1949 Grad. Class**
- Gift of a decorative hallway clock, valued at $115, from the 1949 graduating class.

**Dr. and Mrs. Richardson**
- Gift of $100 from Dr. and Mrs. A. L. Richardson, La Grande, to be used at the discretion of the president of the institution.
August 9, 1949

Eddy's Associated Bakeries

Gift of $89 from Eddy's Associated Bakeries, La Grande, to provide an all-tuition freshman scholarship.

Mr. and Mrs. Henry Hess

Gift of $89 from Mr. and Mrs. Henry L. Hess, Portland, to provide an all-tuition freshman scholarship.

Mr. and Mrs. H. I. Watts

Gift of $89 from Mr. and Mrs. Homer I. Watts, Athena, to provide an all-tuition freshman scholarship.

Southern Oregon College of Education

John and Louise Nosler

Gift of a parcel of land 150 feet by 187½ feet, valued at $1,000, from John and Louise Nosler of Ashland. This land lies within the Southern Oregon College of Education athletic area.

The Board requested a report at the next meeting on the nature of the two research projects to be carried on by the University in cooperation with the Bonneville Power Administration.

APPROVING CANDIDATES FOR DEGREES AND DIPLOMAS

The Board voted to confirm the action of the following members in approving candidates for degrees and diplomas:

Leif S. Finseth
Cheryl S. MacNaughton
Cheryl S. MacNaughton
Henry F. Cabell
R. E. Kleinsorge
George F. Chambers
Edgar W. Smith

University of Oregon
Medical School
Dental School
Oregon State College
Oregon College of Education
Souther Oregon College of Education
Eastern Oregon College of Education

Signed copies of the lists of approved candidates are on file in the Board's Office.

MEMORANDUM OF UNDERSTANDING BETWEEN BONNEVILLE POWER AD. AND U OF O

A program of cooperative research has been negotiated between the University of Oregon and the Bonneville Power Administration, representing the United States Department of Interior, wherein the Bonneville Power Administration supplies funds for specific research projects and the University contributes supervision, laboratory space, equipment and other facilities. A general "Memorandum of Understanding" has been worked out by President Newburn with the Bonneville Power Administration for the conduct of the research. The Board approved the general "Memorandum of Understanding" and authorized the proper Board officials to sign the necessary documents. The supplemental agreements on each project will be executed as minor contracts in accordance with the Board's Code regulations and will be reported to the Board as grants from the Bonneville Power Administration.

DEEDING STRIP OF LAND TO BENTON COUNTY BY OSC

Benton County requested Oregon State College to deed to the County a strip of land 60 feet wide and 1.67 miles long running through the McDonald Forest for road purposes. This is an old road which was improved during the time of the Civilian Conservation Program. It has been maintained by Benton County for the last ten years and the County wants to make it a permanent part of the County system. The Board approved deeding this property to the County for the purpose mentioned and authorized the proper Board officials to sign the necessary documents.
An easement for a right-of-way for a power line across a portion of the
McDonald Forest was requested by the Benton-Lincoln Electric Cooperative.
The line to service a residence in the McDonald Forest. This residence
is occupied by an employee of the State College. The Board approved
the easement and authorized proper Board officials to sign the neces-
sary documents.

The Board approved the addition of $7,000 to the 1948-49 requisition
budget of the Experiment Station Department of Poultry Husbandry,
funds to come from an increase in estimated income, fees and sales.

The Board approved budgeting $9,842.38 to the 1948-49 requisition budget
of the Hood River Branch Experiment Station, funds to be provided from
an unallocated state appropriation.

The Board approved budgeting as follows an additional $1,569.58 to the
Naval Research Lactose budget in the Department of Chemistry at the
University, covering the period April 1, 1949 to June 30, 1949:

Salaries:
Transfer of 10 per cent of the time of Dr. F. J.
Reithel, Assistant Professor of Chemistry, from
the Chemistry budget to the research budget, for
the period April to June 15, 1949. $119.58

Wages 1,175.00
Materials and expense 185.00
Equipment 90.00
$1,569.58

Salary savings of $119.58 in the Chemistry budget, due to transfer of
time of Dr. Reithel, to be transferred to the Institutional Reserve.
Funds for this addition are available from the $6,600 Naval Research
grant accepted at the May 10, 1949 Board meeting.

The Board, at its meeting on May 10, 1949, approved the establish-
ment of a graduate program in social work through which the University
can offer courses in this field through the General Extension Division
in Portland. The Board approved the following budget addition to the
Department of Sociology at the University to handle this work in
1949-50:

Salaries:
Assistant or Associate Professor Sociology,
University, 67 per cent time $3,000
Portland Extension Center, 33 per cent time (1,500)
Total (4,500)
Wages, including special lectures 1,000
Materials and expense 900
Travel 300
Equipment 300
$5,500

Requires $5,500 in 1949-50 to be provided from the Board's unappropriat-
ed fund. The $1,500 required from the Portland Extension Center for
salaries is available in the budget of the Extension Division.
The Board approved budgeting as follows an additional $14,004.01 to the United States Air Force research project, Upper Atmosphere, being conducted under the direction of Dr. A. E. Caswell of the University Physics Department, for the fiscal year ending June 30, 1949:

Wages $1,600.00
Materials and expense 5,408.01
Equipment 7,000.00
Total $14,004.01

Funds for this addition are available from the Grant of $60,000 accepted at the June 3, 1947 Board meeting from the United States Air Force.

The Board approved budgeting as follows an additional $3,928.08 to the Navy research project on corrosion being conducted under the direction of Dr. Pierre J. Van Ryselbergh, Professor of Chemistry at the University, covering the period April 1 to June 30, 1949:

Salaries
John M. McGee, Research Associate, full-time, at $420 per month $1,260.00
Paul Delahay, Research Associate, full-time, $325 per month 975.00
Total 2,235.00

Wages 1,298.08
Materials and expense 175.00
Travel 150.00
Equipment 70.00
Total $3,928.08

Funds for this increase are available from the $8,750 Naval Research grant accepted at the November 1946 Board meeting.

The Board approved transfers as follows in the Eastern Oregon College institutional budgets for the fiscal year 1948-49:

<table>
<thead>
<tr>
<th>From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>President's Office</td>
<td>Business Office</td>
</tr>
<tr>
<td>Publications</td>
<td>$356.80</td>
</tr>
<tr>
<td>Registrar's Office</td>
<td>Training School</td>
</tr>
<tr>
<td>General Instruction</td>
<td>$120.26</td>
</tr>
<tr>
<td>Janitorial</td>
<td>Building Repair</td>
</tr>
<tr>
<td>Light and Power</td>
<td>$3,099.87</td>
</tr>
<tr>
<td>Water</td>
<td>General Equipment</td>
</tr>
<tr>
<td>Institutional Reserve</td>
<td>Heating</td>
</tr>
<tr>
<td></td>
<td>$745.21</td>
</tr>
<tr>
<td></td>
<td>1,264.97</td>
</tr>
<tr>
<td></td>
<td>Campus &amp; Grounds</td>
</tr>
<tr>
<td></td>
<td>$1,510.19</td>
</tr>
<tr>
<td></td>
<td>Industrial Accident</td>
</tr>
<tr>
<td></td>
<td>43.92</td>
</tr>
<tr>
<td></td>
<td>Total</td>
</tr>
<tr>
<td></td>
<td>$7,052.31</td>
</tr>
</tbody>
</table>
August 9, 1949

BUDGETING
ADDN. FUNDS RECEIVED UNDER BANKHEAD FLANNAGAN BY OSC

Notice has been received from the Federal Extension Office of an allotment of $8,265.08 for the fiscal year 1949-50 from the final increase in Bankhead-Flannagan funds which was appropriated by Congress.

Congressional action contemplated the use of these funds for expanding 4-H Club work in the State. Pending appointment of suitable 4-H Club personnel, the Board approved the addition of this amount to the Director's Reserve.

TRANSFERRING OF BALANCES IN CENTRALIZED ACTIVITIES BUDGETS TO CHANCELLOR'S BUDGET

The Board approved transferring the following balances in Centralized Activities budgets in 1948-49 to the Chancellor's Office budget to be reappropriated in 1949-50, the use of this money to be restricted to defray the expense of moving the central administrative offices:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board's Office</td>
<td>$1,500</td>
</tr>
<tr>
<td>Comptroller's Office</td>
<td>1,200</td>
</tr>
<tr>
<td>Budget Office</td>
<td>700</td>
</tr>
<tr>
<td></td>
<td><strong>$3,400</strong></td>
</tr>
</tbody>
</table>

TRANSFER FROM BUS. OFF. TO REGISTRAR'S OFFICE AT U OF O

In order that the Registrar's Office at the University may take over the responsibility of assessing registration fees, which at present is handled by the Business Office, the Board approved the transfer of $1,110 in wages to the Registrar's Office from the Business Office, for the fiscal year 1949-50.

TRANSFERS TO OSC INSTITUTIONAL RESERVE IN 1948-49

The Board approved transfers as follows to the Oregon State College Institutional Reserve from 1948-49 institutional budgets:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics, requisition</td>
<td>$4,350.00</td>
</tr>
<tr>
<td>Science Surveys, requisition</td>
<td>278.00</td>
</tr>
<tr>
<td>Dean of Science, requisition</td>
<td>740.00</td>
</tr>
<tr>
<td>Science Technical Advisory Service, req.</td>
<td>850.00</td>
</tr>
<tr>
<td>Foods and Nutrition (unfilled graduate assistantship)</td>
<td>750.00</td>
</tr>
<tr>
<td>Teacher Placement, requisition</td>
<td>95.00</td>
</tr>
<tr>
<td>Education, requisition</td>
<td>747.20</td>
</tr>
<tr>
<td>Business Office, requisition</td>
<td>1,423.96</td>
</tr>
<tr>
<td>Student Loan Funds, requisition</td>
<td>469.88</td>
</tr>
<tr>
<td>Registrar's Office, requisition</td>
<td>1,100.00</td>
</tr>
<tr>
<td>Personnel Coordinator, requisition</td>
<td>700.00</td>
</tr>
<tr>
<td>Diplomas and Certificates, requisition</td>
<td>1,380.00</td>
</tr>
<tr>
<td>Business Administration (unallocated salary items)</td>
<td>3,185.00</td>
</tr>
<tr>
<td>Graduate School, requisition</td>
<td>750.00</td>
</tr>
<tr>
<td>Chemical and Metallurgical Engineering, req.</td>
<td>400.00</td>
</tr>
<tr>
<td></td>
<td><strong>$17,219.04</strong></td>
</tr>
</tbody>
</table>

The Board also approved transferring $550 from wages in General Engineering to wages in the Dean of Engineering budget.

ADDN TO EXP. ST. DEPT. OF POULTRY HUSBANDRY

The Board approved the addition of $2,000 to the 1948-49 requisition budget of the Experiment Station Department of Poultry Husbandry, funds to be provided from unbudgeted fees and sales.
To offset overdrafts in two physical plant accounts in the 1948-49 budget at Oregon State College, the Board approved transfers as follows:

| Fire and Boiler Insurance | $3,362.41 |
| State Industrial Accident Commission | $2,762.52 |
| **Total** | **$9,125.00** |

The Board approved transfers as follows from the 1948-49 University Physical Plant accounts to the Institutional Reserve:

| Janitorial | $3,500.00 |
| Watchmen and Police | $1,000.00 |
| Restoration Fund | $1,300.00 |
| Delivery Service | $1,800.00 |
| State Industrial Accident Insurance | $1,000.00 |
| **Total** | **$8,600.00** |

The Board approved the purchase by Oregon State College of 3 1/2 acres of land, owned by Mrs. Eva Conner, at a purchase price of $15,000, funds to be provided from the 1949-50 Board’s Land Purchase Reserve. The purchase of this land, which lies within the area required for the new athletic site, was included in the land purchase program authorized at the June meeting of the Board.

The Board approved transfers as follows in the Southern Oregon College of Education institutional budgets in 1948-49:

| Reserve for Equipment | $125.11 |
| Publications | 25.00 |
| Alumni Records | 287.90 |
| Commencement and Convocation | 112.98 |
| Teacher Placement | 159.16 |
| Secretarial Science | 158.00 |
| Institute for Teachers | 400.00 |
| Teacher Extension Service | 84.52 |
| Janitorial | 300.00 |
| Building Repair | 530.00 |
| Campus & Grounds | 75.00 |
| Water | 45.00 |
| Restoration Fund | 8.48 |
| Boiler & Fire Insurance | 31.27 |
| Building Repair | 70.00 | **$2,412.42** |

From:

| To: |
| Industrial Accident | **$100.00** |
| Commencement & Convocation | 45.00 |
| General Instruction | 400.00 |
| Training School | 142.50 |
| Student Welfare | 1,411.38 |
| Institutional Reserve | 243.54 |
| Light and Power | 70.00 | **$2,412.42** |
The Board approved the transfer of $800 from General Instruction to the Library budget at Southern Oregon College of Education to cover rental of films, materials for audio-visual use, repair on machines, etc. in the 1949-50 budget.

The Board approved as follows funds from the $5,000 In-Service Teacher Training Fund set up in the 1949-50 budget:

- University of Oregon: $2,500
- Oregon State College: 2,200

The Board approved the purchase by Eastern Oregon College of Education of the following described property, owned by Oliver A. and Florence E. Hemman, at a purchase price of $3,100:

Lot 3, Block 27, Chaplin's Addition to the City of La Grande, Union County, Oregon.

Funds were provided in the 1948-49 Land Purchase Program for the purchase of this land.

In 1941 property known as the Stetson Property, located at 1433 University Street, was purchased at a price of $3,500 out of endowment funds. This house now needs to be removed for the development of walks and landscaping for the Student Union Building. There remains an amount of $2,552.53 due endowment funds on this property and the Board approved transferring this amount from the rental income at the University to liquidate this balance.

The Board approved the budgeting of $4,094, made available by the 1947 Legislature to correct fire and plumbing hazards, to cover the cost of fire escapes on the Pharmacy Building, Commerce Building and Benton Hall at Oregon State College. This project was delayed due to inability to obtain steel.

The Board provided $24,235 from the Board's Reserve for Maintenance of New Buildings to cover the Physical Plant operating costs of the new Laboratory and Administration Building at the Medical School (to be occupied not later than September 1, 1949) for the remainder of the fiscal year. The cost for a full fiscal year will be $29,085.

The Board approved budgeting as follows in 1949-50 the $4,973 grant to the Dental School from the National Cancer Institute, U. S. Public Health Service, reported in the gift section:

- Salaries
  - Pathologist, half-time, rank of Assistant Professor: $2,500
  - Pathology Assistant Technician, half-time: 1,020

- Materials and expense: 935
- Travel: 150
- Overhead: 368

Total: $4,973
The dormitory utility reserve provided in the 1948-49 budget was $60,000. The amount actually required to meet these costs was $71,924.64, or $11,924.64 more than was provided in the reserve. It is estimated that there will be an excess above requirements in the Board’s Reserve for State Retirement Assessments of approximately $45,000. The Board approved the transfer of $11,924.64 from the Board’s Reserve for State Retirement Assessments to the Board’s Reserve for Dormitory Utility Charges to avoid an overdraft in the latter reserve for the year 1948-49.

The Board approved the purchase, by Eastern Oregon College of Education, of the following described property, owned by Mr. and Mrs. Earl Spainhoward, at a purchase price of $4,050:

Lots 5 and 6, Block 38, Chaplin’s Addition to the City of La Grande, Union County Oregon, supplementary plat thereof.

Funds for this purchase are available in Eastern College of Education’s 1949-50 Land Purchase allocation.

To implement an act of the recent Legislature and a recommendation of the Advisory Council of the Dental School for the establishment of a curriculum for dental hygienists, a grant was received from the W. K. Kellogg Foundation and was reported in the gift section of the docket. The Board approved the following budget for the fiscal year 1949-50 for this work:

**Expenditures**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$4,500.00</td>
</tr>
<tr>
<td>Assistant Professor of Dentistry, at an annual salary rate of $4,500, 12-months basis, yearly tenure, effective July 1, 1949.</td>
<td></td>
</tr>
<tr>
<td>Wages</td>
<td>1,891.00</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>939.45</td>
</tr>
<tr>
<td>Equipment</td>
<td>3,350.00 $10,680.45</td>
</tr>
</tbody>
</table>

**Income**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kellogg grant for the first year</td>
<td>$7,630.45</td>
</tr>
<tr>
<td>Estimated tuition, and laboratory and course fee</td>
<td>3,050.00 $10,680.45</td>
</tr>
</tbody>
</table>

The regular Dental School budget will provide approximately $4,500 to the offering of this work through its salaried teaching staff, physical plant services and necessary remodelling.
Meeting #166 - 26

August 9, 1949

The Board also approved the following fee schedule for students entering this curriculum:

- Tuition: $60.00
- Laboratory and course fee: 46.00
- Incidental fee (health service, student body, Junior A.D.A.): 5.50
- Building fee: 5.00

Total: $116.50

The regular part-time fee of the Dental School applies for students carrying six hours or less per term.

PERSONNEL

The Board approved the following personnel adjustments at the University, the necessary funds being provided in the 1949-50 budget:

G. D. Hoyt, Appointment
Appointment of Gordon D. Hoyt as Assistant Professor of Physics, at an annual salary rate of $4,200, 10-months basis, yearly tenure, effective September 1, 1949. $4,300 was provided in the budget for this position. Salary savings of $100 in the 1949-50 budget to be transferred to the Institutional Reserve.

S. T. Ford, Appointment
Appointment of Saville T. Ford as Assistant Professor of Business Administration, at an annual salary rate of $3,900, 10-months basis, yearly tenure, effective September 1, 1949. $4,200 was provided in the 1949-50 budget for this position. Salary savings of $300 to be held pending further appointments.

H. R. Sebold, Appointment
Appointment of Howard R. Sebold as Assistant Professor of Architecture, at an annual salary rate of $4,500, 10-months basis, yearly tenure, effective September 1, 1949. Mr. Sebold's time will be divided 67 per cent to the School of Architecture and Allied Arts budget and 33 per cent to the Physical Plant Campus Surveying-Engineering budget. Requires $4,500 in 1949-50 to be provided as follows: $800 to be transferred from wages to salaries in the School of Architecture and Allied Arts, $2,200 to be transferred from the Institutional Reserve to the School of Architecture and Allied Arts, and $1,500 to be transferred from the Institutional Reserve to the Physical Plant Campus Surveying-Engineering budget.

I. G. Nagy, Appointment
Appointment of Ivan G. Nagy as Assistant Professor of Political Science, at an annual salary rate of $3,800, 10-months basis, yearly tenure effective September 1, 1949. Mr. Nagy's time will be divided 50 per cent to the University Department of Political Science and 50 per cent to Portland Extension Classes, General Extension Division. Requires $1,900 in 1949-50 in the University Department of Political Science to be provided from an unallocated item in the budget totalling $2,666.67. Remaining $766.67 to be transferred to the Institutional Reserve. Requires $1,900 in 1949-50 in the Portland Extension Classes budget, to be provided from an unallocated item of $2,666.67 in the budget. Remaining $766.67 to be transferred to the General Extension Institutional Reserve.

W. H. Myer, Appointment
Appointment of William H. Myer as Instructor in Romance Languages, at an annual salary rate of $2,300, 10-months basis, yearly tenure, effective September 1, 1949. Salary savings of $800, due to appointment at lesser rate than provided in the budget, to be transferred to the Institutional Reserve.
L. M. Wilson, Appointment
Appointment of Miss L. Mildred Wilson as Assistant Professor of Home Economics, at an annual salary rate of $4,000, 10-months basis yearly tenure, effective September 1, 1949. Funds are available in the budget for this position.

H. N. Wieman, Reappointment
Reappointment of Dr. Henry N. Wieman as Visiting Professor of Philosophy, for the academic year 1949-50, at an annual salary rate of $3,200, for 50 per cent time, 10-months basis, effective September 1, 1949. Requires $3,200 in 1949-50 to be provided from an unfilled $3,900 assistant professorship. Salary savings of $700 to be transferred to the Institutional Reserve.

Adjustments as follows in the Department of Economics:

P. B. Simpson, Appointment
Appointment of Dr. Paul B. Simpson as Associate Professor of Economics, at an annual salary rate of $5,000, 10-months basis, yearly tenure, effective September 1, 1949.

C. L. Criswell, Appointment
Appointment of Charles L. Criswell as Graduate Assistant, at an annual salary rate of $900, 30 per cent time, 10-months basis, yearly tenure, effective September 1, 1949.

G. W. Caps, Appointment
Appointment of George W. Caps as Graduate Assistant, at an annual salary rate of $750, 30 per cent time, 10-months basis, yearly tenure, effective September 1, 1949.

M. G. Massey, Appointment
Appointment of Mildred G. Massey as Graduate Assistant, at an annual salary rate of $750, 30 per cent time, 10-months basis, yearly tenure, effective September 1, 1949.

Salary savings of $400, due to appointment of Dr. Simpson at lesser rate than provided in budget, to be transferred to the Institutional Reserve.

H. Heymann, Leave of Absence
Leave of absence without pay for Dr. Hans Heymann, Assistant Professor of Chemistry, for the academic year 1949-50, in order to participate in a special project sponsored by the Research Corporation; and the appointment of Dr. Van R. Gaertner as Assistant Professor of Chemistry, at an annual salary rate of $3,900, 10-months basis, yearly tenure, effective September 1, 1949. Salary savings of $313.31, due to replacement at lesser rate, to be transferred to the Institutional Reserve.

Van R. Gaertner, Appointment

D. G. Starlin, Leave of Absence
Leave of absence without pay for D. Glenn Starlin, Assistant Professor of Speech, on an annual salary rate of $3,800, for the academic year 1949-50, to study for his Ph.D. degree at the State University of Iowa; and the appointment of Dr. William H. Ewing as Visiting Associate Professor of Speech and Production Director of the University Radio Studios, at an annual salary rate of $5,000, 10-months basis, yearly tenure, effective September 1, 1949. Dr. Ewing's time will be divided 75 per cent to the Department of Speech and 25 per cent to the General Extension Division. Requires $1,200 in 1949-50, due to increased rate, to be provided as follows: $900 in Department of Speech to be provided from a $900 unfilled graduate assistantship; $300 in General Extension Division KOAC - Programs, to be transferred from the General Extension Division Institutional Reserve.
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>H. G. Barnett</td>
<td>Discontinuance of the position of Assistant Curator of Anthropology and elimination of the title &quot;Assistant Curator of Anthropology&quot; for Dr. Homer G. Barnett, Associate Professor of Anthropology, effective July 1, 1949. No change in budget.</td>
<td></td>
</tr>
<tr>
<td>J. W. Burkhart</td>
<td>Resignation of Dr. James W. Burkhart, Assistant Professor of Dentistry, effective July 16, 1949.</td>
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<tr>
<td>M. Johnson</td>
<td>Resignation of Dr. Milton Johnson, Instructor in Dentistry, 50 per cent time, effective July 1, 1949.</td>
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<tr>
<td>K. P. Austin</td>
<td>Resignation of Dr. Kenneth P. Austin, Associate Professor of Dentistry, effective August 31, 1949.</td>
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<tr>
<td>M. H. Stansbury</td>
<td>Resignation of Dr. Morris H. Stansbury, Instructor in Dentistry, effective June 30, 1949.</td>
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<tr>
<td>R. F. Watkins</td>
<td>Appointment of Dr. Robert Fox Watkins as Instructor in Dentistry, at an annual salary rate of $2,100 for 50 per cent time, 12-months basis, yearly tenure, effective July 5, 1949.</td>
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</tr>
<tr>
<td>W. C. Froman</td>
<td>Appointment of Dr. Walter C. Froman, Jr., as Instructor in Dentistry, at an annual salary rate of $2,100 for 50 per cent time, 12-months basis, yearly tenure, effective July 5, 1949.</td>
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<tr>
<td>B. C. Bybee</td>
<td>Appointment of Dr. Barney Campbell Bybee as Instructor in Dentistry, at an annual salary rate of $4,200, 12-months basis, yearly tenure, effective July 8, 1949.</td>
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<tr>
<td>J. F. Gearin</td>
<td>Appointment of Dr. John Francis Gearin as Instructor in Dentistry, at an annual salary rate of $2,250, for 60 per cent time, 12-months basis, yearly tenure, effective July 5, 1949.</td>
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</tr>
<tr>
<td>R. K. Miner</td>
<td>Appointment of Dr. Richard Keith Miner as Instructor in Dentistry, at an annual salary rate of $2,520 for 60 per cent time, 12-months basis, yearly tenure, effective July 5, 1949.</td>
<td></td>
</tr>
<tr>
<td>A. L. Lundgreen</td>
<td>Appointment of Dr. Arthur Lynn Lundgreen as Instructor in Dentistry, at an annual salary rate of $2,520 for 60 per cent time, 12-months basis, yearly tenure, effective July 1, 1949.</td>
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</tr>
<tr>
<td>R. D. Morris</td>
<td>Appointment of Dr. Robert DeWar Morris as Instructor in Dentistry, at an annual salary rate of $2,400, for 50 per cent time, 12-months basis, yearly tenure, effective July 5, 1949.</td>
<td></td>
</tr>
<tr>
<td>R. Keller</td>
<td>Appointment of Dr. Richard Keller as Instructor in Dentistry, at an annual salary rate of $2,400, for 50 per cent time, 12-months basis, yearly tenure, effective July 1, 1949.</td>
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</tbody>
</table>
August 9, 1949

V. K. Davis, Appointment
Appointment of Vincent Keen Davis as Instructor in Dentistry, at an annual salary rate of $3,780, for 90 per cent time, 12-months basis, yearly tenure, effective July 1, 1949.

Salary adjustment for Dr. Vinson M. Weber, Assistant Professor of Dentistry, from $4,950 to $5,200, effective July 1, 1949.

Unallocated amount of $5,655.70 remaining in the Instruction and Clinic Salaries budget to be retained pending future adjustments.

The Board approved the following personnel adjustments at the State College, the necessary funds being provided in the 1949-50 budget:

T. H. Jensen, Appointment
Appointment of Thorkel H. Jensen as Assistant Circulation Librarian, at an annual salary rate of $3,400, rank of Instructor, 12-months basis, yearly tenure, effective August 1, 1949. $2,800 was provided in the budget for this position. Requires additional $316.67 in 1949-50. Funds are available in the Library budget.

B. J. Paterson, Appointment
Appointment of Miss Betty Jane Paterson as Acting County Extension Agent in Home Economics, Columbia County, at an annual salary rate of $3,540, rank of Instructor, 12-months basis, yearly tenure, effective July 1, 1949, to serve during the period of Maud C. Caswell's sabbatical leave. Requires $3,540 in 1949-50 to be transferred from the Director's Reserve.

Y. Goodmonson, Appointment
Appointment of Paul Nelson Goodmonson as Extension Farm Woodlot Products Marketing Specialist, at an annual salary rate of $4,500, rank of Instructor, 12-months basis, yearly tenure, effective July 5, 1949. Requires $4,451.61 in 1949-50 to be transferred from the Director's Reserve.

A. I. Hartman, Appointment
Appointment of Miss Alma I. Hartman as County Extension Agent in Home Economics, Yamhill County, at an annual salary rate of $3,660, rank of Assistant Professor, 12-months basis, yearly tenure, effective August 1, 1949. Requires $3,355 in 1949-50 to be transferred from the Director's Reserve.

W. J. Barclay, Appointment
Appointment of William John Barclay as Assistant Professor of Electrical Engineering, at an annual salary rate of $4,500, 10-months basis, yearly tenure, effective September 1, 1949. Funds are provided in the 1949-50 budget for this position.

Appointments as follows in the School of Business and Technology, 10-months basis, yearly tenure, effective September 1, 1949:

B. L. Newton, Appointment
Byron L. Newton as Associate Professor of Business Administration, at an annual salary rate of $5,400. $5,000 was provided in the budget for this position.

W. Ulrich, Appointment
William M. Ulrich as Assistant Professor of Business Administration, at an annual salary rate of $4,000. Funds were provided in the budget for this position.
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T. B. Graham, Appointment
Thomas Bruce Graham as Assistant Professor of Business Administration, at an annual salary rate of $4,000. $5,000 was provided in the budget for this position.

J. R. Dellenback, Appointment
John R. Dellenback as Instructor of Business Administration, at an annual salary rate of $3,600. $4,000 was provided in the budget for this position.

J. R. Snitzler, Appointment
James R. Snitzler as Instructor of Business Administration, at an annual salary rate of $3,600. $3,400 was provided in the budget for this position.

Salary savings of $800 to be transferred to the Institutional Reserve.

J. F. Goldsmith, Appointment
Appointment of Johnathan P. Goldsmith as Instructor of Psychology at an annual salary rate of $3,500, 10-months basis, yearly tenure, effective September 1, 1949. $3,600 was provided in the budget for this position. Salary savings of $100 to be transferred to the Institutional Reserve.

R. N. Lehrer, Appointment
Appointment of Dr. Robert N. Lehrer as Assistant Professor of Industrial Engineering and Industrial Arts, at an annual salary rate of $4,000 10-months basis, yearly tenure, effective September 1, 1949. Salary savings of $100 to be transferred to the Institutional Reserve.

N. R. Gish, Appointment
Appointment of Norville R. Gish as Instructor in Journalism and Assistant Experiment Station Editor, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective September 1, 1949. Mr. Gish's salary will be divided $2,700 in Journalism and $900 in the Experiment Station. $2,050 was provided in the Journalism budget for this position. Salary savings of $150 to be transferred to the Institutional Reserve. Requires $900 in the Experiment Station to be transferred from wages.

G. Tilgner, Appointment
Appointment of Miss Glenn Tilgner as City Extension Agent (4-H Club) in Portland, at an annual salary rate of $3,000, rank of Instructor, 12-months basis, yearly tenure, effective July 11, 1949. Requires $2,919.35 in 1949-50 to be transferred from the Director's Reserve.

M. D. Sather, Appointment
Appointment of Merrill D. Sather as Certification Specialist in the Experiment Station Department of Seed and Plant Certification, at an annual salary rate of $3,420, rank of Instructor, 12-months basis, yearly tenure, effective July 1, 1949. Requires $3,420 in 1949-50 to be transferred from wages in the Seed and Plant Certification budget.

M. Kimel, Appointment
Appointment of Miss Maurine Kimel as Research Assistant in the Experiment Station Department of Home Economics, at an annual salary rate of $3,600, rank of Instructor, 12-months basis, yearly tenure, effective July 1, 1949. This is a new position and requires $3,600 in 1949-50 to be furnished from Regional Research Rural Housing funds.
Adjustments as follows in the Department of Music:

D. R. Moore, Resignation
Resignation of Delbert R. Moore, Professor of Music and Conductor of Bands and Orchestra, effective June 30, 1949.

T. Mesang, Appointment
Appointment of Theodore Mesang as Assistant Professor of Music, at an annual salary rate of $4,300, 10-months basis, yearly tenure, effective September 1, 1949.

J. O'Connor, Appointment
Appointment of John O'Connor as Instructor in Music, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective September 1, 1949.

Requires $2,700 in 1949-50 to be provided from the Institutional Reserve.

O. B. Hardy, Continuation of Appointment
Continuation of appointment of O. B. Hardy as Extension Livestock Marketing Specialist, at an annual salary rate of $4,500, rank of Assistant Professor, 12-months basis, yearly tenure, effective July 1, 1949. Requires $4,500 in 1949-50 to be transferred from the Director's Reserve.

H. F. Hollands, Leave of Absence
Leave of absence without pay for Dr. Harold F. Hollands, Professor in the Experiment Station Department of Agricultural Economics for the period August 1, 1949 to June 30, 1950, to serve with the Economic Cooperative Administration in Paris. Salary savings of $3,460 in 1949-50 to be transferred to the Director's Reserve. $2,040 salary savings in Agricultural Economics Instruction to be held pending reassignment of work carried by Dr. Hollands.

M. G. Cropsey, Leave of Absence
Leave of absence without pay for M. G. Cropsey, Associate Professor in the Experiment Station Department of Agricultural Engineering, for the period August 24 to September 24, 1949, to accept an assignment from the agricultural division of the Economic Cooperative Administration to go to Portugal to work on potato storage problems. Salary savings of $456 in 1949-50 to be transferred to the requisition budget.

E. Y. Baskam, Leave of Absence
Leave of absence without pay for Enis Y. Baskam, Instructor in the Department of Civil Engineering, for the academic year 1949-50, to return to Turkey; and the appointment of Ronald McReary as Instructor in Civil Engineering, at an annual salary rate of $3,300, 10-months basis, yearly tenure, effective September 1, 1949. Salary savings of $250 in 1949-50, due to replacement at lesser rate, to be transferred to the Institutional Reserve.

R. McReary, Appointment

W. L. Powers, Leave of Absence
Leave of absence without pay for Dr. W. L. Powers, Professor and Head of the Experiment Station Department of Soils, for the period September 1 to October 31, 1949, with the option to extend his leave for an additional two months if necessary. This leave is requested so that Dr. Powers will be able to serve as consultant on the Gedis River Reclamation project located east from Smyrna, Turkey. Salary savings of $1,100 to be retained in the budget.
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E. W. Harvey, Sabbatical Leave
Sabbatical leave on full salary for Dr. E. W. Harvey, Associate Professor in the Experiment Station Seafoods Laboratory, for the period July 15 to November 15, 1949, for travel and rest. No change in budget.

A. N. Aho, Resignation
Resignation of Aldene N. Aho, Curry County Extension Agent in Home Economics, effective June 30, 1949, to be married; and transfer of Miss Dorothy Newton, County Extension Agent in Home Economics in Washington County to Curry County, with a promotion in rank from Instructor to Assistant Professor, at an annual salary rate of $3,840, 12-months basis, yearly tenure, effective July 1, 1949. Salary savings of $120 in Curry County, due to replacement at lesser rate, to be transferred to the Director's Reserve. Salary savings of $3,840 in Washington County to be held pending appointment of a successor.

D. Newton, Transfer

W. A. Nall, Resignation
Resignation of William A. Nall, Instructor in Speech, effective June 30, 1949; and the appointment of Thurston E. Doler as Instructor in Speech, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective September 1, 1949. Salary savings of $300, due to appointment at lesser rate, to be transferred to the Institutional Reserve.

The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1949-50 budget:

P. J. Smith, Appointment
Appointment of Lt. Col. Philip J. Smith as Professor of Military Science and Tactics, effective July 1, 1949. His salary is paid entirely by the federal government. No change in budget.

F. Raley, Appointment
Appointment of Miss Frances Raley as Assistant Professor of Nursing Education, at an annual salary rate of $4,200, 12-months basis, yearly tenure, effective September 12, 1949. Two-thirds of Miss Raley's time will be budgeted to the Medical School and one-third to the Oregon State Board of Health. Funds for this position are available in the Kellogg Nursing budget.

W. Y. Burton, Promotion
Promotion of Dr. William Y. Burton, from Acting Head of the Division of Radiology to Head of the Division of Radiology, effective July 15, 1949. Dr. Burton is on volunteer status. No change in budget.

J. R. Sheehan, Change to Paid Basis
Change from a volunteer to a paid basis for Dr. J. R. Sheehan, Clinical Instructor in Medicine, at an annual salary rate of $2,700 for 40 per cent time, effective July 7, 1949. Requires $2,656.45 in 1949-50 to be provided from hospital and clinic fee balances carried forward from the year 1948-49. This change is necessary to care for an increased patient load in the Outpatient Clinic.

Ralph Olson, Change to Paid Basis
Change from a volunteer to a paid basis for Dr. Ralph Olson, Clinical Instructor in Medicine, at an annual salary rate of $2,700 for 40 per cent time, effective July 1, 1949. Requires $2,700 in 1949-50 to be provided from hospital and clinic fee balances carried forward from the year 1948-49. This change is necessary to care for an increased patient load in the Outpatient Clinic.
August 9, 1949

The Board approved the following personnel adjustments at Eastern Oregon College of Education, the necessary funds being provided in the 1949-50 budget:

G. Hammond, Appointment

Appointment of Dr. Geraldine Hammond as Associate Professor of English and Literature, at an annual salary rate of $4,300, 10-months basis, yearly tenure, effective September 1, 1949. Funds are provided in the 1949-50 budget for this position.

D. B. Cook, Resignation

Resignation of Dr. Dorothy B. Cook as Assistant Professor of Art Education, effective August 15, 1949, to accept a position at Washington State College; and the appointment of Dr. George Nightingale as Associate Professor of Art Education, at an annual salary rate of $4,800, 10-months basis, yearly tenure, effective September 1, 1949. Requires $600 in 1949-50, due to replacement at higher rate, to be provided from the Institutional Reserve.

The Board approved the following personnel adjustments at Southern Oregon College of Education, the necessary funds being provided in the 1949-50 budget:

H. Grilley, Appointment

Appointment of Mrs. Helen Grilley as Instructor in Education and Supervising Teacher in the Lincoln Training School, at an annual salary rate of $3,800, 10-months basis, yearly tenure, effective September 1, 1949. Half of Mrs. Grilley’s salary is paid by the School District. $1,800 was provided in the budget for the General Instruction portion of this position. Requires $100 in 1949-50 to be transferred from the Institutional Reserve.

D. MacDougall, Appointment

Appointment of Donald MacDougall as Instructor in Social Science, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective September 1, 1949. $4,000 was provided in the budget for this position. Salary savings of $400 in 1949-50 to be transferred to the Institutional Reserve.

J. Provart, Appointment

Appointment of John Provart as Instructor in English, at an annual salary rate of $3,200, 10-months basis, yearly tenure, effective September 1, 1949. $3,800 was provided in the budget for this position. Salary savings of $600 in 1949-50 to be transferred to the Institutional Reserve.

H. Harneberger, Appointment

Appointment of Miss Hazel Harneberger as Instructor in Geography for the fall quarter of 1949, at a salary rate of $1,200 for the period, replacing Roy McNeal on leave of absence. Salary savings of $433.33 in 1949-50, due to replacement at lesser rate, to be transferred to the Institutional Reserve.

D. Bushnell, Appointment

Appointment of Miss Dorothea Bushnell as Instructor in Education and Supervising Teacher, at an annual salary rate of $3,540, 10-months basis, yearly tenure, effective September 1, 1949. Half of Miss Bushnell’s salary is paid by the School District. $1,500 was provided in the General Instruction budget for this position. Salary savings of $30 in 1949-50 to be transferred to the Institutional Reserve.
E. Pukas, 
Resignation
Resignation of Miss Elizabeth Pukas, Instructor of Health Education and Dormitory Director, (50 per cent time in General Instruction and 50 per cent time in the Health Service), effective June 30, 1949; and the appointment of Mrs. Ruth Pafford as Instructor in English and Dormitory Director, at an annual salary rate of $3,300, plus perquisites valued at $400, 10-months basis, yearly tenure, effective September 1, 1949. Mrs. Pafford's time will be divided 45 per cent to General Instruction and 55 per cent to the Dormitory budget. Requires $1,800 in the Dormitory budget in 1949-50 to be transferred from materials and expense. Salary savings of $2,100 in the Health Service to be held pending appointment of a successor.

R. Briggs, 
Resignation
Resignation of Robert Briggs, Assistant Professor of Business Education, effective July 6, 1949, to accept a position at Eastern Washington College of Education. Salary savings of $4,000 in 1949-50 to be retained in the budget pending appointment of a successor.

M. Bishop, 
Resignation
Resignation of Miss Marie Bishop as Instructor in Education and Supervising Teacher in the Training School, effective July 6, 1949; and the appointment of Miss Phyllis McRae as Instructor in Education and Supervising Teacher, at an annual salary rate of $3,540, 10-months basis, yearly tenure, effective September 1, 1949. Half of Miss McRae's salary is paid by the School District. Salary savings of $30 in 1949-50, due to replacement at lesser rate, to be transferred to the Institutional Reserve.

The Board approved the following personnel adjustments in the General Extension Division, the necessary funds being provided in the 1949-50 budget:

H. E. Stevens, 
Sabbatical Leave
Sabbatical leave on half salary for Dr. H. E. Stevens, Assistant Director of the General Extension Division, for the period September 1, 1949 to June 1, 1950, for study and research in the field of adult education. Salary savings of $1,468 in State-Wide Classes to be transferred to wages. Salary savings of $782 to be transferred to the General Extension Division Institutional Reserve.

V. A. Moore, 
Designation
Designation of Viron A. Moore, Head of the Department of State-Wide Classes, as Acting Assistant Director of the General Extension Division during the leave of Dr. Stevens, with no change in salary. No change in budget.

J. C. Caughlan, 
Reallocation of salary
Reallocation of salary of Dr. James C. Caughlan, Associate Professor of Education, from 50 per cent time in State-Wide Classes and 50 per cent time in the Portland Extension Center, to 35 per cent time in State-Wide Classes, 50 per cent time in the Portland Extension Center and 15 per cent time in the University School of Education. No Change in total budget.
In the absence of Secretary Byrne from the meeting to attend the meeting with State Budget Director Dorman, Mr. Zimmerman presented for him the matter of handling fees for undertakers in connection with the obtaining of anatomical material for colleges and universities of the State. Under a new law passed by the recent Legislature, the State Board of Higher Education is to fix a fee to be paid licensed embalmers for handling unclaimed bodies to be used for educational and scientific purposes by University of Oregon Medical and Dental Schools and other properly qualified schools or colleges. Dr. Olof Larsell, Demonstrator of Anatomy, has negotiated with officials of the State Funeral Directors Association and the following handling fee is recommended to the Board for approval:

$50 for embalmed bodies
$30 for unembalmed bodies

The Board approved the fees recommended.

The Board instructed the Secretary to send a special vote of thanks to Professor Angus Bowmer and other festival participants for the fine performance of Romeo and Juliet witnessed Monday night, and for the complimentary tickets to the performance.

The Board adjourned at 11:50 A.M.