OREGON STATE BOARD OF HIGHER EDUCATION

Minutes of Meeting, July 15th, 1929

Pursuant to call by the President, the State Board of Higher Education met in the Directors' Room of the United States National Bank at Portland, Oregon, on July 15, 1929, at 10 A.M. The following members were present:

Mr. Burch  Mr. Oliver
Mr. Callister  Mr. Fease
Mr. Colt  Mr. Sammons
Mr. Irvine  Mr. Starr

Mr. Watzek

President Starr presided. Mr. Watzek acted as Secretary.

The minutes of the meeting of June 26th were read and upon motion by Mr. Callister, seconded by Mr. Sammons, they were approved as read.

Mr. Starr stated that he had not yet appointed the committee on the selection of an executive secretary which was authorized at the preceding meeting. There then followed a discussion of the desirability of the immediate appointment of such a committee. It was the sense of the meeting that the committee should be appointed and Mr. Starr announced that it would be appointed later in the day.

Mr. Colt then read a letter from Mr. W. R. Boyd, chairman of the Finance Committee of the Iowa State Board of Education, which contained some suggestions regarding the selection of an executive secretary and also with reference to a survey.

Mr. Irvine suggested that the committee on the selection of an executive secretary be authorized to also make recommendations regarding a survey of the institutions of higher learning. After a thorough discussion of this subject, upon motion by Mr. Colt, seconded by Mr. Burch, it was unanimously

Resolved that the President appoint a committee to make a thorough investigation of the question of a survey and to make recommendations to the Board regarding it.

Upon motion of Mr. Colt, seconded by Mr. Burch, it was unanimously

Resolved that the committees on survey and executive secretary give to each other the benefit of any correspondence and information one committee might have which would be of value to the other.

With the approval of the Board, Mr. Starr stated that the Committee on Audits would hereafter be called the Finance Committee.

The inventory submitted by the Southern Oregon Normal School was referred to the Finance Committee.

A communication from the Commercial Casualty Co., with reference to a plumbing bill at the Eastern Oregon Normal School, was referred to the Building Committee.

A letter from Mr. B. Walter King, of Morgantown, West Virginia, regarding the per capita cost of instruction in the Oregon institutions of higher learning and requesting copies of reports, forms and questionnaires, was referred to the Secretary with the suggestion that the Presidents of the University and College be requested to answer Mr. King's letter.
The Secretary read a letter from Mr. Frank Meredith requesting that he be relieved as trustee of a student fund for a building on the campus at Monmouth, which fund is on deposit at Ladd and Bush Bank at Salem.

Upon motion of Mr. Sammons, seconded by Mr. Burch, it was unanimously Resolved that Mr. Watzek serve as trustee of this fund.

Upon motion of Mr. Colt, seconded by Mr. Callister, it was unanimously Resolved that Mr. Irvine be continued as Treasurer of Oregon State Agricultural College and that he be required to furnish a surety bond of the same amount as the bond furnished by him as Treasurer under the Board of Regents.

Upon motion of Mr. Burch, seconded by Mr. Callister, it was unanimously Resolved that a check of the Treasurer of the United States for $22,500 payable to the Treasurer of Oregon State Agricultural College, be delivered to Mr. Irvine as soon as he may have qualified as Treasurer.

Mr. David S. Stearns appeared before the Board on behalf of the Industrial Committee of the Portland Chamber of Commerce to present a tentative plan for the development of certain property in the Guild's Lake District in Portland in which is located certain land held by the Security Savings & Trust Co. in trust for the University of Oregon. Mr. Stearns stated that later this month a group of Eastern capitalists would visit Portland purposely for inspecting certain areas suitable for industrial development and that it is the desire of the Portland Chamber of Commerce to be able to offer on behalf of several owners one or more large tracts. The prospective buyers, if they should find suitable acreage, would offer stock in the development company to the owners in payment of their lands. Mr. Stearns stated that the University is in the same position with respect to its holdings as Reed Institute which owns certain lands in the same district, because in all probability it would not be able to accept stock in payment for the land. However, it might be able to offer a long term lease or to exchange its property in the district for nearby acreage outside of the district. He then read a letter written by Mr. James B. Kerr, on behalf of Reed Institute, in which Mr. Kerr stated that Reed Institute would be glad to cooperate with the other owners in so far as it might lawfully do so, either by granting a lease for a long term of years or possibly by an exchange of property, and suggested that the Chamber of Commerce would be glad to receive a similar letter from the Board.

On motion by Mr. Irvine, seconded by Mr. Callister, it was unanimously Resolved that the President of the Board write Mr. Stearns a letter of the same tenor as Mr. Kerr's letter with the addition that the Board reserves the right to sell the property in case it should receive an acceptable cash offer prior to the time of making a definite agreement with the other property owners in the district.

Upon motion of Mr. Colt, seconded by Mr. Irvine, it was unanimously Resolved that the President appoint a committee to represent the Board in this matter. The President appointed Mr. Colt.

Mr. Sammons, chairman of the Finance Committee, reported that the Committee unanimously recommended Wm. Whitfield & Co. to make an audit of the five institutions of higher learning and also to assist in the preparation of a standardized system of accounts and records, as required by Senate Bill No. 192. The Committee further recommended that the Board itself make no check of the inventories submitted by the institutions, but that in the case of each institution a check of the inventory be made by some other official than the heads of the departments who prepare the in-
ventory, and that this official, together with the President of the institution, certify as to the correctness of the inventory.

Upon motion of Mr. Irvine, seconded by Mr. Callister, it was unanimously

Resolved that the report of the Finance Committee with its recommendations be adopted and that it be authorized to proceed in accordance with them.

Mr. Colt, chairman of the Committee on Rules and By-laws, reported that the Committee had made some investigation regarding rules and by-laws of similar boards in other states and it found that no similar boards seem to have any rules or by-laws. He further stated that the Committee felt no need for the adoption of any rules or by-laws at the present time. There then followed a discussion of the question and it was the feeling of the Board that it should adopt an organization plan rather than a set of by-laws. The Committee was instructed to submit at the next meeting an organization plan, and also to make a suggestion regarding the dates of the quarterly meetings to be held by the Board.

At noon the Board adjourned until 2 o'clock.

Dr. W. J. Kerr, President of the Oregon State Agricultural College, appeared before the Board at its request to submit any matters requiring immediate attention. Dr. Kerr submitted several recommendations for filling vacancies in the faculty and the Board authorized the following:

1. To fill the vacancy in Interior Decorating and Costume Designing in the School of Home Economics by the employment of Miss Price for the first and second terms at $1700, and Mr. Patterson for the third term at $1300, making a total of $3000 for the year which is available for this position.

2. To employ Wm. H. Kirkham as instructor in Mathematics at $2400.

3. To fill the vacancy in the Professorship of Industrial Journalism by the selection of someone suitable to President Kerr and at the salary fixed in the budget.

There then followed a discussion of the best method of handling emergency matters arising between meetings of the Board and it was the feeling of the Board that it would be advisable to have an Executive Committee of three, rather than to authorize the President to act alone in such matters as he might not always be available.

Therefore upon motion of Mr. Callister, seconded by Mr. Pease, it was unanimously

Resolved that an Executive Committee consisting of the President and two members, to be appointed by him, act for the Board upon all emergency matters requiring attention between meetings of the Board.

On motion of Mr. Burch, seconded by Mr. Callister, it was unanimously

Resolved that Mr. E. M. Smith, manager of the business office of the Oregon State Agricultural College, be authorized to sign on behalf of the State Board of Higher Education all vouchers for disbursements for the College out of state funds.

Dr. Arnold Bennett Hall, President of the University, then appeared before the Board at its request to present matters requiring attention. He recommended that the University purchase out of its emergency fund, for the sum of $5000, plus street improvements amounting to $1,297.10, the following property situated in Eugene:

Lots 7, 8 and 9, and the South 50 ft. of Lot 6, in Block 15, Fairmount addition to Eugene.
Upon motion of Mr. Burch, seconded by Mr. Irvine, it was unanimously

Resolved that President Hall be authorized to purchase this property for the University at the price mentioned.

The following faculty changes were authorized:

1. The appointment of Estella Grace Smith for one year as part time graduate assistant in Philosophy.

2. The acceptance of the resignation of H. R. Douglass, professor in the School of Education, and the employment of a suitable person to fill the vacancy at a salary not to exceed $4,000.

3. An increase in the salary of A. L. Lomax, professor of Business Administration in the Extension Division, from $3400 to $3600, beginning Oct. 1, 1929.

4. The acceptance of the resignation of Dr. John N. Coughlan and Dr. Joseph L. McCool from the faculty of the Medical School.

Dr. Hall then spoke of the great value to be derived by sending faculty members to attend meetings out of the state, and that he would like to be authorized to grant the necessary leaves of absence and travel pay whenever it might seem to him desirable to send a faculty member out of the state. He called the Board's attention to the fact that the Governor of the State is required by statute to approve all expenditures for out of state travel.

Upon motion of Mr. Burch, seconded by Mr. Fease, it was unanimously

Resolved that Dr. Hall be given authority to grant such leaves of absence with out of state travel pay as he may deem desirable, provided the total expenditures do not exceed the budget appropriation.

Upon motion by Mr. Callister, seconded by Mr. Irvine, it was unanimously

Resolved that the Board approve Dr. Hall's recommendation that the President of the University and the President of the Board approve the recommendations of the faculty for the granting of degrees at the end of the summer session, and that they also sign the diplomas.

Dr. Hall then presented a proposed contract with the Pacific Telephone and Telegraph Co. for the installation of a semi-mechanical private branch exchange on the University campus.

Upon motion by Mr. Callister, seconded by Mr. Fease, it was unanimously

Resolved that the recommendation of Dr. Hall with reference to the installation of the private branch exchange be approved and that the President and Secretary of the Board be authorized to sign the contract.

On motion of Mr. Irvine, seconded by Mr. Sammons, it was unanimously

Resolved that Mr. L. H. Johnson, Comptroller of the University of Oregon, be authorized to sign on behalf of the State Board of Higher Education all vouchers for disbursements for the University out of state funds.

Dr. Hall then presented for the consideration of the Board the question of letting the contract for the construction of the Fine Arts Building at Eugene in memory of the late Dr. P. L. Campbell, former president of the University. He outlined the plan which had been adopted for raising money for the construction of the
building and reported that there was available, or shortly would be available, in the hands of the Alumni Holding Company the sum of $203,000. He further reported the action taken by the former Board of Regents in calling for bids for construction of the building and recommended that the Building Committee be authorized to enter into contracts for the construction of the building at a total cost not to exceed $200,000.

Upon motion by Mr. Pease, seconded by Mr. Sammons, it was unanimously

Resolved that the Building Committee be authorized to enter into contracts for the erection of a Fine Arts Building on the campus of the University of Oregon at a total cost not to exceed $200,000.

On motion of Mr. Irvine, seconded by Mr. Callister, it was unanimously

Resolved that the Executive Committee audit and authorize the payment of all expenses incurred by members of the Board, including their per diem allowances and personal expenditures, and that the vouchers for such expenses be signed by the President or Temporary Secretary of the Board.

Upon motion of Mr. Sammons, seconded by Mr. Callister, it was unanimously

Resolved that vouchers for disbursements for the Normal Schools out of state funds be approved by the Executive Committee and be signed by the President or Temporary Secretary of the Board.

Upon motion of Mr. Irvine, seconded by Mr. Oliver, it was unanimously

Resolved that the Building Committee be authorized to act for the Board on the claim of the Commercial Casualty Company in connection with the plumbing bill at the Eastern Oregon Normal School, and also on the change in the heating system at the Oregon Normal School.

At 4:30 P.M. the meeting adjourned until 7 P.M., when the Board met for dinner at the Arlington Club where it had as its guests the presidents of the five institutions of higher learning.

Upon motion of Mr. Sammons, seconded by Mr. Colt, it was unanimously

Resolved that the legality of awarding to Ross B. Hammond, Inc., and others, contracts for the construction of the Fine Arts Building at the University be referred to the Attorney General.

The President announced the following committee appointments:

Executive Committee:
Mr. Starr, Chairman
Mr. Sammons
Mr. Watzek

Committee on Survey:
Mr. Watzek, Chairman
Mr. Burch
Mr. Colt

Committee on Selection of Executive Secretary:
Mr. Pease, Chairman
Mr. Callister
Mr. Oliver
There being no further business to come before the meeting, on motion of Mr. Gallister, seconded by Mr. Sammons, the meeting adjourned.

C. L. STARR, President.

Temporary Secretary.