STATE BOARD OF HIGHER EDUCATION
Minutes of Meeting January 10th and 11th, 1930.

Pursuant to call of the President, the State Board of Higher Education met at the University Club in Portland on January 10th, 1930, at 9:30 A.M. All members of the Board were present at the opening of the meeting except Mr. B. F. Irvine, who arrived at 10:45.

At the request of President Starr, Mr. Burch presided at the morning session and Mr. Watzek acted as Secretary.

As the minutes of the meeting of the Board held on November 22, 1929, had been mailed to all members of the Board, the reading of these minutes was dispensed with and on motion duly seconded they were unanimously approved.

As the minutes of all meetings of the Executive Committee subsequent to the meeting of the Board on November 22, 1929, had been mailed to members, except the meeting of the Executive Committee held January 7, 1930, the Board dispensed with the reading of all minutes of the meetings of the Executive Committee except those of the meeting on January 7, 1930, which were read.

On motion of Mr. Colt, seconded by Mr. Pease, it was unanimously

Resolved that the minutes of all meetings of the Executive Committee subsequent to November 22, 1929, be approved, and that the acts of the Executive Committee, as disclosed by the minutes of said meetings, be ratified and confirmed.

At the suggestion of the chairman, which met with the unanimous approval of the Board, Mr. Colt then telephoned to Governor A. W. Norblad, at Salem, to extend to him an invitation to attend the meeting of the Board on the following day if he should find it possible to do so.

Mr. Burch, chairman of the Building Committee, then made a report for his committee. He first presented the matter of an exchange between University of Oregon and Multnomah County of certain tracts of land on Marquam Hill in the city of Portland, adjacent to the Medical School and Multnomah County Hospital. Action was deferred until later in the meeting so that the committee might have an opportunity to confer with the University architects and with Dean Dillehunt of the Medical School.

Mr. Burch then reported that he had written Mrs. Irene H. Gerlinger regarding an appropriate method of recognizing gifts to the Museum of Fine Arts at the University but he had not yet received from her a definite suggestion. There was a discussion of how far the obligation of the Board in the recognition of such gifts would extend. Mr. Burch stated that the committee felt that the Board had obligated itself to recognize by proper tablets all gifts of $1,000 or more, the total number of these being fifty-five, and that it did not seem feasible to recognize in the same manner gifts of lesser amounts. At Mr. Burch's suggestion, the matter was left in the hands of the Building Committee with the understanding that it would confer at an early date with Mrs. Gerlinger and the architects.

Mr. Burch then submitted for the Board's consideration the conflicting claims of the Commercial Casualty Insurance Company and American National Bank of Portland, against Eastern Oregon Normal School. He stated that the claimants had not yet been able to reach an amicable settlement, and that it was the Committee's recommendation that the Board adopt the Attorney-General's suggestion that a bill of interpleader be filed by the Board to settle the rights.
of the claimants.

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

Resolved that the Attorney-General be requested to file a bill of
interpleader.

Mr. Burch then submitted to the Board a letter from President Inlow
of Eastern Oregon Normal School, dated Jan. 9, 1930, regarding the offer of
Oregon-Washington Railroad and Navigation Company and the City of La Grande to
donate to Eastern Oregon Normal School certain lots in the City of La Grande for
the use of the school. Attached to the letter was a letter from Oregon-Washington
Railroad and Navigation Co., dated January 8, 1930, in which that company offered
to deed to the State of Oregon for the use of the Eastern Oregon Normal School for
a nominal consideration of $1.00, plus the assumption of an assessment for the
construction of sidewalks in the sum of $371.80, the following described property
in the City of La Grande:

Lots 7, 8, 9, 10, and 11, in Block 47, Chaplin's Addition
to La Grande.

There was also attached to the letter, a letter from the City of La Grande, dated
January 8, 1930, in which the City of La Grande offered to deed to the State of
Oregon for the use of Eastern Oregon Normal School for the nominal consideration
of $1.00 the following property in the city of La Grande:

Lots 4, 5 and 6, in Block 47, Chaplin's Addition to
La Grande.

At this time, 10:45 A.M., Mr. Irvine arrived.

Mr. Starr, who was familiar with the property which had been offer-
ed to the Eastern Oregon Normal School, described the situation there and
expressed the opinion that these lots would make a valuable addition to the
school property and ownership by the state would prevent some use of the property
which might be objectionable. He felt that the assessment for sidewalks might
be bonded but that, if the state accepts this property, it might soon be faced
with the question of street improvements. A decision on this could be deferred,
however, until after the Board had had an opportunity to view the property, and
a decision on the acceptance of gifts of the property therefore need not be
postponed until the Board's visit to La Grande.

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

Resolved that, subject to the approval by the Attorney-General of
the title to the property to be transferred, the Board accept the offer of the
Oregon-Washington Railroad & Navigation Co. to convey to the State of Oregon by
quitclaim deed, for the consideration of $1.00 and the assumption of sidewalk
assessments, totaling $371.80 plus delinquent taxes of approximately $30.00,
the following described property in the City of La Grande:

Lots 7, 8, 9, 10 and 11, Block 47, Chaplin's Addition
to La Grande;

and also, the offer of the City of La Grande to transfer by quitclaim deed to the
State of Oregon, for the consideration of $1.00, the following described property
in the City of La Grande, Oregon:
Lots 4, 5, and 6, Block 47, Chaplin's Addition to La Grande;

and that after approval of title by the Attorney-General the Building Committee be authorized to acquire the property on the terms stated.

Mr. Hector Macpherson, chairman of the Interim Commission on Administrative Reorganization, created by the 1939 legislature, together with State Senator Ed Schulmerich, and Dr. E. O. Sisson of Reed College, then appeared before the Board in order to submit and discuss with the Board a plan for the unification of all educational boards and state educational officers under a single board of education. There was a thorough discussion of the entire question but no action was taken.

At 12:20 o'clock the Board recessed until 2 o'clock.

At two o'clock the meeting was resumed with all members present.

At the request of President Starr, Mr. Watzek presided during the afternoon session.

Mr. Burch, chairman of the Building Committee, presented for the consideration of the Board a proposed exchange of property between the University of Oregon Medical School and Multnomah County. There was a thorough discussion of the whole situation, and, as it developed that negotiations with the County had not been finally concluded, no action was taken by the Board and the question was left in the hands of the Building Committee to get into final shape and then submit to the Executive Committee for action.

Mr. Watzek, chairman of the Committee on Insurance, then reported for the Committee that it had carefully considered the question of a survey of all property belonging to the several institutions to determine the fire hazards and to recommend such measures as might be taken to reduce the fire risk, and that the Committee had requested Chas. W. Sexton Co., insurance brokers in Portland, to submit a proposal for the making of such a survey. He then read a letter from Chas. W. Sexton Co., dated January 3, 1930, in which that company offered to make an initial inspection of all the properties belonging to the institutions under the jurisdiction of the Board at a cost of five hundred dollars, and to make subsequent semi-annual inspections at a cost of two hundred and fifty dollars each. Mr. Watzek stated that the Committee unanimously recommended that Chas. W. Sexton Co. be employed to make such a survey.

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

Resolved that Chas. W. Sexton Co. be employed at a cost of five hundred dollars to make an initial insurance survey of all properties of the University of Oregon, Oregon State Agricultural College, and the three Normal Schools, and to make two semi-annual inspections thereafter at a cost of two hundred and fifty dollars each.

Mr. Watzek further reported that the Committee had not been able to reduce the amount of insurance carried on West House at Oregon Normal School, at Monmouth, because the amount of the insurance now on the property just equaled the mortgage indebtedness on the property and that the Equitable Savings & Loan Assn. would not consent to a reduction in the amount of insurance carried.

He further stated that the Committee was not yet prepared to make a report on the question of automobile insurance.

The Board then devoted the remainder of the afternoon session to a conference with Dr. Arthur J. Klein, of the United States Office of Education, on
the question of a survey to be made for the Board by the Office of Education. The chairman asked Dr. Klein to outline his proposal for the survey to be made. In presenting the matter, Dr. Klein discussed the following four main points in connection with the survey:

1. The financing of the survey.
2. The plan of procedure.
3. The scope of the survey.
4. The form of agreement in regard to cooperation by the Board and the institutions.

There was a free and thorough discussion of all of Dr. Klein's proposals and after some minor modifications they were tentatively approved by the Board. It was agreed that Dr. Klein should incorporate his proposals in a form of agreement which should be submitted within a few days to the Executive Committee of the Board for its approval, with the understanding that the Executive Committee, after approving the contract, should authorize its execution by the officers of the Board.

Dr. Klein suggested a list of prominent educators who might be selected to serve on the survey commission. The suggestions all met with the approval of the Board and it was left to Dr. Klein to select from the suggested list two men to serve with him on the survey commission, with the definite understanding that no one should be selected until all of the presidents of the institutions have approved the selections.

Dr. Klein then outlined a trip which he proposed to make to Salem to confer with state officials, and to Monmouth, Corvallis, Eugene, Ashland and La Grande to discuss the survey with the presidents of the institutions, and he asked for the Board's approval of this trip.

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

Resolved that the Board approve a visit by Dr. Klein to Salem to confer with state officials and to each of the institutions for preliminary conferences with the presidents regarding the survey.

At 5:30 P.M. the meeting recessed until the following morning, January 11, at 10 o'clock.

SATURDAY MORNING

The meeting was resumed Saturday morning January 11, 1930, at 10 o'clock. All members were present except Mr. Irvine, who came in later. Mr. Burch acted as chairman for the entire day.

President W. J. Kerr, Oregon State Agricultural College, presented a number of subjects for the Board's consideration and action.

He first stated that at the College it has been the practice to have annual reports submitted by the Experiment Stations, the Extension Service and the various schools, and that biennially a general report is printed which contains summarized statements of the different activities of all divisions of the College. It was agreed that these forms of reports should be continued and that copies should be sent to the members of the Board.

President Kerr then spoke of plans which he had in mind to improve
the quality of instruction and to so modify the curriculum that instruction may meet changing requirements. He also briefly outlined the assistance which the light and power companies of the Northwest had given to the School of engineering by gifts of valuable equipment for experimental purposes, valued at approximately $15,000. He also spoke of U. S. Senate Bill #696 introduced by Senator McNary, which provides annual appropriations to states to carry on investigations and experiments bearing on the development of engineering in relation to agriculture, trades, industries, transportation, communication, utilization of wastes, production, sanitation and public safety, and he expressed the opinion that the Bill would pass at this session of Congress.

He also referred to other valuable loans of equipment to the various schools. In this connection the question was raised whether this loaned equipment should be covered by fire insurance to protect the owners, and Dr. Kerr expressed the opinion that, as State insurance would not protect the private owners, the College was under an obligation to have it properly insured. This question was deferred until the afternoon session at which time the Board took proper action.

Dr. Kerr requested that the Board make proper acknowledgment of a bequest of $5,000 by the late Joseph N. Teal to the Student Loan Fund. The secretary was instructed to write to Mrs. Joseph N. Teal to acknowledge the gift and to express the Board's appreciation.

Dr. Kerr then outlined plans for experiments in irrigation in the Willamette Valley under the leadership of Mr. J. C. Ainsworth, of Portland, funds being raised to conduct these experiments without cost to the College. The plans provide for the drilling of the first well for small fruits and vegetables on the farm of Senator Sam H. Brown of Gervais, and a second well on a dairy farm at some well-located place between Salem and Oregon City. The drilling of the first well would be covered by a contract by which the College would drill a well on the farm of Senator Sam H. Brown, to be paid for out of the revolving fund contributed for that purpose, and that Senator Brown would reimburse the revolving fund in an amount which would represent the commercial value of the well and irrigating plant. He submitted a proposed contract between the Board and Senator Brown and also a proposed contract between the Board and A. M. Jannsen Drilling Company, covering the drilling of the well, and requested that the Board authorize its officers to execute the contracts. On motion of Mr. Watzek, seconded by Mr. Pease, it was unanimously

Resolved that the action of President Kerr in securing and using a revolving fund for experimental work in irrigation in the Willamette Valley be approved; and that, subject to approval by the Attorney-General as to form, both the contracts between the Board and Sam. H. Brown and A. M. Jannsen Drilling Company be approved, and executed by the President and Secretary of the Board.

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

Resolved that the following staff salary increases and appointments at the Oregon State Agricultural College be approved.

1. **Salary Increases:**
   (a) **Faculty:**
   1. Dr. Earl Gilbert, Associate Professor of Chemistry, from $3,300 to $4,000, effective July 1, 1930
   2. Fred Orville McMillan, Associate Professor of Electrical Engineering, from
$3,500 to $4,250 for 10 months service, effective September 1, 1930

(b) Extension Service:

1. Archie Lee Marble, County Agent, Hood River, from $2,700 to $3,000, effective January 1, 1930.

2. Jay Clark Leedy, County Agent, Douglas County, from $2,800 to $3,000, effective January 1, 1930.

3. Wilbur Wray Lawrence, Assistant County Agent, from $2,500 to $2,700, effective January 1, 1930.

2. Faculty Appointments: (Summer School)

1. Miss Edna Geister, Physical Education, Salary $500.00.

2. Miss M. Maxwell Monroe, Commerce, Salary $300.00.

3. Dr. R. E. Rutledge, Counseling, Tests and Measurements, and Educational Statistics, Salary $650.00

Dr. Kerr then recommended that the contract with Paul J. Schissler, Athletic Instructor, be renewed for a period of five years at an annual salary of $8,000.

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

Resolved that the contract with Paul J. Schissler, Athletic Instructor, be renewed for a period of five years from September 1, 1930, at an annual salary of $8,000.

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

Resolved that the Oregon State Agricultural College be authorized to exchange a used 1½ ton Day-Elder truck for a new 1-3/4 ton Dodge truck and to exchange a used 1½ ton Federal truck for a used 3/4 ton Dodge truck, at a total cost for the two trucks of $1650.50; and to replace the present lighting fixtures in the reading room of the library with new fixtures of aluminum, to be cast in the College Foundry at a total cost of $450.00.

Dr. Kerr then submitted the Branch Station budgets for the calendar year 1930, and upon motion of Mr. Sammons, seconded by Mr. Callister, it was unanimously

Resolved that the budgets for the Branch Experiment Stations for the Calendar year 1930 be approved.

Dr. Kerr then requested instructions for securing authority to publish certain bulletins and circulars, and as Mr. Sammons, Secretary of the Committee stated it, had not yet worked out a general policy for all institutions,
Mr. Burch requested Dr. Kerr to submit his requests direct to the Committee.

Mr. Irvine arrived at 11:30 A.M.

Dr. Kerr then submitted for the Board's consideration, the advisability of making an application to the State Emergency Board for an emergency appropriation of $25,000, to meet the following needs:

Emergency Appropriations:

a.- Extension Service -
   Two Marketing Specialists

   Salaries
   Traveling Expenses
   Incidental Equipment
   Clerical Service, etc.
   $14,000.00

b.- Agricultural Experiment Station

   Ground Water Survey
   Cherry Fruit Fly
   Weevil
   Strawberry and Iris Pest
   Emergency
   2,500.00   2,580.00   3,700.00   1,500.00   720.00

   Grand Total...   $25,000.00

Dr. Kerr explained in considerable detail the urgency of these needs and then requested Dr. P. V. Maris, Director of Extension Service, and Dr. G. O. Gatlin, Extension Specialist in Marketing, to supplement his statements. They were followed by Mr. Schoenfeld, representative of the Federal Farm Board in the Pacific Northwest. These gentlemen expressed the importance of immediate employment of specialists - not of the promoter type - to educate farmers of the State on the possibilities of the act creating the Farm Board and on how the farmers can organize to take advantage of this legislation. Dr. Maris also stressed the importance of additional appropriations for the experiment stations for the ground water survey and for the eradication of pests which are threatening important crops.

Mr. Burch questioned Mr. Schoenfeld regarding the possibility of securing the appointment by the Federal Farm Board of specialists to work in Oregon. Mr. Schoenfeld explained that he had made such a request of the Board and that it had been declined on the ground that the Board had no funds available for that purpose. There was also a discussion of the possibility of having associations or groups of farmers pay for the cost of such assistance as might be rendered to them by the College, either under the Farm Act or in the eradication of pests, but all the representatives of the College felt that such a plan would not be feasible.

Action on the request for an emergency appropriation was deferred until the afternoon session.

At 12:45 a recess was taken until two o'clock.

The meeting was resumed at two P.M. with all the members present.

President Hall of the University then appeared before the Board to present such matters relating to the University as would require Board action.

He first discussed the adoption of a resolution requesting the Attorney-General to draft an enabling act to permit the University to provide for
the accrued liabilities contemplated by the annuity plan authorized by the Board of Regents on June 8, 1929, which would enable the University to take advantage of the assistance offered by the Carnegie Endowment for the Advancement of Teaching. Dr. Hall was asked whether the Oregon State Agricultural College and the Normal Schools should also be included in the resolution, and he suggested that it might be proper to include them, as they might desire to adopt a similar annuity plan. Upon motion of Mr. Irvine, seconded by Mr. Sammons, the following resolution was unanimously adopted:

Whereas, the Board of Regents of the University of Oregon has authorized the setting aside of a reserve fund of $12,000 a year to be applied on a system of accrued liabilities outlined in a resolution adopted by the Board of Regents of the University of Oregon, on June 8, 1929, and

Whereas the Attorney-General of the State of Oregon has ruled that an enabling act will be required to enable the governing board of the University to expend the money in the providing of the accrued liabilities contemplated by the annuity plan authorized by the Board of Regents of the University of Oregon, and,

Whereas the generous gift of the Carnegie Endowment for the advancement of Teaching to take care of the accrued liabilities of eight members of our faculty is upon condition that the University put into effect the plan of accrued liabilities outlined in the aforementioned resolution of the Board of Regents of the University of Oregon, of June 8, 1929; therefore

Be It Resolved that the Attorney-General be requested to draft an enabling act that will enable the University to put into effect the aforementioned plan for accrued liabilities for the members of the faculty of the University of Oregon to meet the conditions for the acceptance of the offer of the Carnegie Endowment for the Advancement of Teaching to take care of the accrued liabilities of eight designated members of the faculty of the University of Oregon, and that such act be made sufficiently broad to enable the Oregon State Agricultural College and each of the Normal Schools to adopt a similar annuity plan at some future date, if either or all of them should see fit to do so.

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

Resolved that the Secretary make proper acknowledgement to Mrs. Joseph N. Teal of the bequest of $5,000.00 from the estate of the late Joseph N. Teal to the University of Oregon for its Student Loan Fund.

Dr. Hall then presented a six months budget of the University for the period of from January 1, 1930 to June 30, 1930, and requested that the Board confirm the action taken by the Executive Committee on December 11, 1929, adopting the general budget of the University for the period January 1, 1930 to June 30, 1930. Upon motion of Mr. Sammons, seconded by Mr. Oliver, it was unanimously

Resolved that the Board ratify and confirm the action taken by the Executive Committee at its meeting on December 11, 1929, authorizing the President of the University to establish a budget for the period January 1, 1930 to June 30, 1930, based on a continuation of the present budget and the present going rate and limiting the expenditure to less than one-half of the estimated income to be received from all sources during the calendar year 1930.

Dr. Hall then explained the usual method of handling the cost of improvements on streets adjacent to the University property in the City of Eugene, and in accordance with his recommendation and upon motion of Mr. Colt, seconded by Mr. Starr, the following resolution was unanimously adopted:

Whereas the City Council of the City of Eugene is willing to assume the
responsibility for securing from the state legislature the appropriation to pay the cost of street paving and improvement on streets adjacent to University property, provided the University sign what is known as an "Application Under Bonding Act", which enables the City of Eugene to issue bonds to cover the cost of such improvement and which does not obligate the University to pay for such improvement; therefore

Be It Resolved by the State Board of Higher Education that the secretary be authorized to sign for the State Board of Higher Education the applications for the issuing of bonds authorized by the act of the legislature, a copy of which is attached hereto, in the case of the paving and improving of all streets and sidewalks adjacent to University property as occasion may arise. The application reads as follows:

"In accordance with the provision of the Act of the Legislature of the State of Oregon, entitled 'An Act to Provide for the issuance of Bonds for the Improvement of streets and Laying of Sewers in Incorporated Cities, and for the payment of the costs of such improvements and laying of sewers by installments as the same has been amended', I hereby make application for proportion of the cost of the same as has been determined and assessed by the Common Council of the City of Eugene under Ordinance No. hereinafter given, and Docket of the City Liens of said city, in ten annual installments with interest thereon at the same rate per annum on all unpaid assessments as that expressed in the bonds issued to pay for said improvement or sewer. Said interest to be paid annually at the time each installment is paid, as required by the provisions of said Act.

"In consideration thereof and in pursuance of the provisions of said Act aforesaid, I hereby expressly waive all or any irregularity or defect, jurisdictional or otherwise in the proceedings to improve said street, or lay said sewer, and in the apportionment and assessment of the cost thereof on the property affected thereby, being the following described property for the improvement hereinafter set forth."

Dr. Hall then reported on a settlement which had been reached between the Associated Students and Captain John J. McEwan, former head football coach, by which Captain McEwan had agreed to accept the sum of $6,250.00 in full settlement of any claims which he might have under his contract. Since the University had been paying 41% of Captain McEwan's salary, it should bear the same percentage of the amount paid in settlement. Since it would not be possible to pay cash, Dr. Hall suggested that it be taken care of by assuming obligations of the Associated Students in a sum equal to $2552.50 in payment of salaries of persons rendering services to the University.

Upon motion of Mr. Sammons, seconded by Mr. Watzek, it was unanimously Resolved that the President of the University be authorized to assume obligations of the Associated Students in the sum of $2552.50 in the payment of salaries of persons rendering services to the University.

Dr. Hall then submitted a list of degrees voted by the Faculty of the University, with the request that they be granted.

Upon motion of Mr. Watzek, seconded by Mr. Colt, the following resolution was unanimously adopted:
Whereas the following students have fulfilled all academic and scholastic requirements for the degrees listed opposite their names and such degrees have been voted by the Faculty of the University of Oregon,

Be it Resolved that the following degrees be granted:

<table>
<thead>
<tr>
<th>Name</th>
<th>Degree Type</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph S. Bally</td>
<td>Bachelor of Arts</td>
<td>Josephine Howard</td>
</tr>
<tr>
<td>Emerson Edward Bolz</td>
<td>&quot;</td>
<td>Donald C. Kingsley</td>
</tr>
<tr>
<td>Edythe Evelyn Chambers</td>
<td>&quot;</td>
<td>Billie V. Martland</td>
</tr>
<tr>
<td>Louise Leila Clark</td>
<td>&quot;</td>
<td>Arnold H. Nieveen</td>
</tr>
<tr>
<td>Grace E. Coey</td>
<td>&quot;</td>
<td>Shirley E. Rew</td>
</tr>
<tr>
<td>Gertrude Eberly</td>
<td>&quot;</td>
<td>Thomas Duncan Robertson</td>
</tr>
<tr>
<td>Marian Field</td>
<td>&quot;</td>
<td>Mabel A. Simpson</td>
</tr>
<tr>
<td>Laura M. Frantz</td>
<td>&quot;</td>
<td>Marjorie Ruth Stearns</td>
</tr>
<tr>
<td>Fred W. Gerke</td>
<td>&quot;</td>
<td>Edward D. Taylor</td>
</tr>
<tr>
<td>Grace Margaret Griggs</td>
<td>&quot;</td>
<td>Ruth B. Woodward</td>
</tr>
<tr>
<td>Margaret Maryan Hensley</td>
<td>&quot;</td>
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</tr>
<tr>
<td>Nettie Mae Rankin Bolland</td>
<td>Bachelor of Science</td>
<td>May Ona Moore</td>
</tr>
<tr>
<td>Claud A. Eldridge</td>
<td>&quot;</td>
<td>Fay Patricia Murphy</td>
</tr>
<tr>
<td>Robert E. Fleming</td>
<td>&quot;</td>
<td>Ellsworth Harvey Flank</td>
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<tr>
<td>Ben Gilbert Franlin, Jr.</td>
<td>&quot;</td>
<td>Richard Nelson Pugh</td>
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<tr>
<td>Arnold E. Friiborg</td>
<td>&quot;</td>
<td>Harvey W. Robertson</td>
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<tr>
<td>W. Winona Hood</td>
<td>&quot;</td>
<td>Robert E. Smith</td>
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<tr>
<td>Vesta B. Kimbro</td>
<td>&quot;</td>
<td>Bonnie Bales Waugh</td>
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<tr>
<td>Pearl Etta McMullin</td>
<td>&quot;</td>
<td>Ira C. Woodie</td>
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<tr>
<td>Gordon Williams Miller</td>
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<tr>
<td>Clifford Stalsberg</td>
<td>&quot;</td>
<td>Bachelor of Business</td>
</tr>
<tr>
<td></td>
<td>Administration</td>
<td></td>
</tr>
<tr>
<td>Lawrence J. Boyle</td>
<td>Master of Arts</td>
<td>Henry Curtis Patey</td>
</tr>
<tr>
<td>Elisabeth Harpenstein</td>
<td>&quot;</td>
<td>Wayne Woodmansee</td>
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<td>Carl Landerholm</td>
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<tr>
<td>George Robert Suckow</td>
<td>&quot;</td>
<td>Master of Science</td>
</tr>
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</table>

Dr. Hall was asked to give his opinion on the proper basis on which the University should extend its research facilities to municipalities, school districts of private organizations in the State, and he stated that he felt that the University should be so equipped that it could provide, without charge, managerial skill and technical supervision for surveys or other types of research, but that the cost of technical and clerical assistants should be paid for by the municipalities or organization for whom the work is done. He stressed the importance of additional funds for municipal research and said that he felt that such an additional expenditure could be justified as a sound business investment.

President J. S. Landers of the Oregon Normal School then appeared before the Board. He briefly discussed what he felt is the proper field for the Normal Schools in the State's system of higher education, and then proceeded to present a few matters on which he desired Board action.

President Landers described the system of water mains on the campus and the need for an additional main and fire hydrant. Upon motion of Mr. Irvine, seconded by Mr. Callister, the matter was referred to the Building Committee, with power to act.

President Landers again raised the question of the possibility of se-
occurring a reduction in the amount of insurance on West House. As it appeared that the Insurance Committee, when it acted on this question did not have a complete statement of the situation, the question was referred again to the Insurance Committee.

President Landers then made a report as chairman of the special committee on non-resident students. He outlined a schedule of non-resident tuition fees in effect at both the University and the College and their plan for determining the residence of students, and recommended that these be continued for the present. Upon motion of Mr. Starr, seconded by Mr. Oliver, it was unanimously

Resolved that the committee be continued and that it make a further report at the annual meeting of the Board in July.

President Landers then discussed the possibility of draining the athletic field at an estimated cost of $450.00. Upon motion of Mr. Watzek, seconded by Mr. Starr, the matter was referred to the Building Committee, with power to act.

President Landers stressed the urgent need of a new gymnasium and also of a class room building.

At the request of Mr. Landers, the following motion made by Mr. Irvine, seconded by Mr. Pease, was unanimously adopted:

Resolved that the student body be permitted to add $1.00 to their present fees for the purpose of assisting athletics at the Oregon Normal School.

Mr. Burch then called upon Mr. Sammons, chairman of the Finance Committee, for a report of that Committee. Mr. Sammons stated that the Committee did not have a written report but that he would make a rather complete verbal report.

Mr. Sammons first presented for the Board's consideration, the audits which had been made by Pace, Gore & McLaren of the College and the three Normal Schools, and by I. D. Wood & Company of the University. In accordance with the Board's wishes, Mr. Sammons did not read the audits in detail but discussed only matters of importance.

He stated that the auditors called attention to the fact that in some cases bonds furnished to protect funds on deposit and fidelity bonds of employees were not adequate and he recommended that changes be made in accordance with the suggestions of the auditors. Upon motion of Mr. Callister, seconded by Mr. Watzek, it was unanimously

Resolved that the Chairman of the Finance Committee be authorized to secure an adequate blanket fidelity bond to cover all officers and employees of all of the institutions to whom is entrusted the handling of funds, and also to procure sufficient surety bonds to adequately cover all deposits that are made by the institutions.

Mr. Sammons reported that his committee had instructed the auditors to place on the books of all institutions all assets which were not being properly carried on the books, so that all lands, buildings and equipment would be covered by book entries. He also called attention to the fact that the institutions had been in the habit of carrying too many separate bank accounts and that these were to be consolidated in accordance with the recommendations of the auditors.

In order that the members might have an opportunity to consider the
comments of the auditors at their leisure, Mr. Sammons offered to have made and sent to each member copies of the auditor's comments and that copies of the complete reports in final form would be sent to the Secretary of State and to the President of each of the institutions, with the suggestion that the Presidents take steps to make the corrections recommended by the auditors, if not already made.

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

Resolved that the following bills of Pace, Gore & McLaren covering their audits of the several institutions be approved and ordered paid:

**Oregon State Agricultural College:**

| Services | $3,398.35 |
| Expenses | $728.62 |

**Oregon Normal School:**

| Services | $782.20 |
| Expenses | $111.34 |

**Eastern Oregon Normal School:**

| Services | $401.55 |
| Expenses | $47.37 |

**Southern Oregon Normal School:**

| Services | $562.90 |
| Expenses | $119.71 |

Mr. Sammons then stated that the Finance Committee had given careful consideration to the question of a uniform fiscal year for all institutions, and after discussing the matter with the presidents of the institutions and with the auditors, the Committee recommended that the fiscal year July 1 to June 30 be adopted for all institutions, effective July 1, 1930.

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

Resolved that commencing July 1, 1930, the fiscal year for all institutions will be July 1 to June 30th.

Mr. Sammons then read a letter from Mr. Hal E. Hoss, Secretary of State, dated January 9, 1930, in which he requested that the Board take proper action at this meeting to authorize the Secretary of State to distribute, in accordance with Section 8 of Chapter 251, Laws of 1929, the entire millage tax for all institutions which had been levied by the State Tax Commission for the State Board of Higher Education for the year 1930, and also that the Board authorize him to carry forward to the credit of each institution any unexpended balance from the year 1929. On motion of Mr. Sammons, seconded by Mr. Oliver, the following resolution was unanimously adopted:

Whereas the Secretary of State has advised the Board that there has been credited to the State Board of Higher Education, all of the millage tax levied by the State Tax Commission for the State Board of Higher Education for the
year 1930, and

Whereas it is necessary for the Board to apportion the funds to the various institutions under its control, and

Whereas Section 8 of Chapter 251, Laws of 1929, provided that the Millage Tax money for the institutions under the control of the State Board of Higher Education is to be apportioned on the basis of the Millage Tax levied for such institutions for the year 1929,

Be It Resolved that the Millage Tax money for the institutions under the control of the State Board of Higher Education be apportioned in accordance with the laws on Millage taxes levied prior to the time the State Board of Higher Education was created. Apportionment will be as follows:

OREGON AGRICULTURAL COLLEGE

Within 6% - 4/10 of 1 Mill $449,995.47
Outside 6% - 4/7 of 1.2 Mill 771,420.82

Total to Oregon Agricultural College... $1,221,416.29

UNIVERSITY OF OREGON

Within 6% - 3/10 of 1 Mill $337,496.61
Outside 6% - 3/7 of 1 Mill 575,565.61

Total to University of Oregon........ 916,062.22

OREGON NORMAL SCHOOL
Monmouth, Oregon.

Within 6% - 1/25 of 1 Mill $44,999.55
Outside 6% - 6/100 of 1 Mill 67,499.32

Total Oregon Normal School-Monmouth........ 112,498.87

SOUTHERN OREGON NORMAL SCHOOL

Within 6% 44,999.55

Total Southern Oregon Normal School........ 44,999.55

Total per 1930 tax levy...................$2,294,976.93

--from the above total, however to be deducted the sums of

$200,000.00 credited to Oregon State Agricultural College
$200,000.00 credited to the University of Oregon
$ 25,000.00 credited to Oregon Normal School
$ 15,000.00 credited to Southern Oregon Normal School

by authority of the Executive Committee of the State Board of Higher Education at a meeting held January 7, 1930.

Be It Further Resolved that the unexpended balances in the millage tax accounts of the various educational institutions under control of the State Board
of Higher Education as of January 9, 1930, be transferred from the 1929 account to the 1930 account for each institution having such balances in accordance with the following:

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Monmouth Normal School</td>
<td>3,862.97</td>
<td>3,862.97</td>
<td></td>
</tr>
<tr>
<td>Southern Oregon Normal School</td>
<td>6,069.12</td>
<td>--</td>
<td>6,069.12</td>
</tr>
<tr>
<td>University of Oregon</td>
<td>131,691.62</td>
<td>65,903.59</td>
<td>65,688.03</td>
</tr>
<tr>
<td><strong>Balance Dec. 31, 1929</strong></td>
<td><strong>$141,533.70</strong></td>
<td><strong>$69,766.56</strong></td>
<td><strong>$71,767.14</strong></td>
</tr>
<tr>
<td><strong>Warrant Issued Jan. 1 to 9, 1930</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Balance January 9, 1930</strong></td>
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</tbody>
</table>

Regarding the pro-rating of the expenses of the Board among the various institutions, Mr. Semmons stated that the Finance Committee, after discussing the situation with the auditors, had come to the conclusion that it would not be fair to pro-rate the expenses on the basis of the millage taxes since the Eastern Oregon Normal School has no millage tax and since the other institutions have receipts either from special state appropriations or federal funds. The Committee had, therefore, come to the conclusion that the expenses should be pro-rated on the basis of disbursements. Accordingly, he offered the following resolution, which was seconded by Mr. Oliver, and unanimously adopted:

Resolved that the disbursements of the State Board of Higher Education be pro-rated among the five institutions in accordance with the ratio of the disbursements of each institution to the total disbursements of all institutions.

Mr. Semmons further reported that Pace, Gore and McLaren will prepare and have ready for installation on July 1, 1930, a uniform system of accounts for all institutions. Mr. Semmons also read a letter from Pace, Gore and McLaren regarding resident and non-resident tuition fees at the University and the College. He was requested to refer the matter to the Survey Commission for its consideration during the process of the Survey.

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

Resolved that the report of the Finance Committee be accepted and approved and that a vote of thanks be extended to the Committee for its excellent work.

Mr. Pease, Chairman of the Committee on the selection of an executive secretary, stated that, with the approval of Mr. Watzek who is now acting as temporary secretary, the Committee would defer its report until a later meeting.

In accordance with a request of Mr. Watzek that, as long as he continues to hold the position of Temporary Secretary, he be relieved from his duties as member of the Committee on Survey and the Committee on Insurance, upon motion of Mr. Irvine, seconded by Mr. Semmons, it was unanimously

Resolved that the President be authorized to reorganize the committees so as to relieve Mr. Watzek of as much work as possible.
Upon motion of Mr. Watzek, seconded by Mr. Sammons, it was unanimously

Resolved that each institution place insurance on equipment or property
of any sort loaned to the Institution for its use, so as to adequately protect
the interest of the owner, unless such equipment or property is adequately insured
by the owner, or unless the institution secures from the owner a release of all
liability in case of damage by fire.

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

Resolved that all legal questions arising at any of the institutions
be referred to the Attorney-General and that all deeds, leases, contracts and
other legal documents, after preparation by the institutions, be referred by the
Board to the Attorney-General for his approval before they are executed.

The Board then discussed President Kerr’s request that an application
be made to the Emergency Board for an emergency appropriation for the Extension
Service and the Agricultural Experiment Stations. Most of the members expressed
the feeling that, because of its importance, they had not had sufficient time to
reach a decision. Therefore, upon motion of Mr. Sammons, seconded by Mr. Irvine,
it was unanimously

Resolved that a vote on the question of the application to the Emer-
gency Board be postponed until the February meeting of the Board.

Upon motion of Mr. Irvine, seconded by Mr. Colt, the following resolu-
tion was unanimously adopted:

Whereas Isaac Lee Patterson, Governor of the State of Oregon, has been
called to his last rest; and

Whereas his patriotism and high degree of citizenship to his State,
which he has served faithfully for years, won for him the highest regard of all
who knew him; and

Whereas one of his chief interests was in the education of the young
people of the commonwealth, to which he devoted much of his time and tireless
energy;

Be It Resolved that the State Board of Higher Education is deeply
conscious of the loss of a staunch supporter, whose interest in the work
of this Board was always sincere and helpful, and does hereby express its sense
of sorrow and loss at the passing of a consecrated advocate of enlarged opportu-
nities for knowledge, whom each of us knew as a friend and a thorough gentleman in
all of his relationships;

Be It Further Resolved that a copy of this resolution passed by the
Board of Higher Education be forwarded to the family of Governor Patterson.

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

Resolved that the Executive Committee be authorized to check with Dr.
Arthur J. Klein the final draft of the Survey contract between the Board and the
United States Office of Education and, after approval, to have it executed for
the Board by its President and Temporary Secretary.

Mr. Sammons, Secretary of the Committee on Advertising and Publicity,
then presented a request of the University of Oregon for authority to print cir-
culars and to advertise. Upon motion of Mr. Sammons, seconded by Mr. Colt, it was
Resolved that the University of Oregon be permitted to print 1,000 pamphlets on the financing of students at the University, and that the University be authorized to place a full page advertisement of the two summer cruises in the Oregon Educational Journal.

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

Resolved that the 1930 Correspondence Study Catalog and Visual Service Catalog, as submitted by the University of Oregon, be approved; that Dean Alfred Powers of the Extension Division be authorized to submit copy for summer school circularization and advertising direct to the Advertising and Publicity Committee, sending a copy to the President of the University at Eugene; that the Committee, be authorized to act on such requests and notify Dean Alfred Powers direct of its decisions, sending a copy of each decision to the President of the University at Eugene.

Mr. Watzek reported that in response to a request from the Board the Attorney-General had rendered an opinion that the State Board of Higher Education does not have authority to compel vaccination, but that the Oregon State Board of Health does have such authority, and in case of an emergency it can require vaccination at any of the institutions.

There then followed a thorough discussion of the disposition of gift funds. As the Board did not have complete information regarding such funds at the various institutions, the entire question was referred to the Finance Committee for a thorough investigation and report at a subsequent meeting, with the suggestion that this question might well be considered in connection with the unified system of accounting.

There being no further business, the meeting adjourned at six o'clock.

C. L. STARR, President

A. R. Watzek, Temporary Secretary.