STATE BOARD OF HIGHER EDUCATION
Minutes of Meeting at Ashland April 25 and 26, 1930

Pursuant to call by the President, the State Board of Higher Education met at the Southern Oregon Normal School at Ashland, on April 25, 1930 at 1:30 P.M. The following members were present:

Mr. Burch
Mr. Callister
Mr. Irvine
Mr. Oliver
Mr. Sammons
Mr. Starr
Mr. Watzek

Mr. Starr presided at the meeting and Mr. Watzek acted as secretary.

The Board made a thorough inspection of the Normal School and Training School before commencing its business session.

President Churchill submitted for the Board's consideration a complete report dealing with the curricula of the Normal School, the methods employed in the Normal School and the Training School, building needs and faculty reappointments and changes. President Churchill read the report and it was discussed in detail as he proceeded. The Board discussed at length the salary schedules for the coming year and their bearing on the budget to be adopted. President Churchill stated that with few exceptions the salary scale for all teachers is uniform, namely, a beginning twelve months salary of $2800 for men, and $2400 for women, and that it had been the practice to increase the salary $100 a year. He further stated that no maximum had been set but he felt that this should be done after the survey has been completed, and that the salary scales should be the same in all Normal Schools.

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

Resolved that the report of President Churchill be approved, together with the recommendations contained therein for faculty changes, leaves of absence, and for the reappointment and salaries of the faculty of the Normal School for the year October 1, 1930 to October 1, 1931, of the Training School for the school year September 1, 1930 to June 1, 1931, and for the 1930 Summer School of six weeks; that June 8th and 9th, 1930, be set for the baccalaureate sermon and for Commencement exercises, and that the expenditure of not to exceed one hundred and fifty dollars for speakers and music for Commencement be authorized.

The Board then proceeded to the consideration of the budget of Southern Oregon Normal School for the fiscal year commencing July 1, 1930. The budget was explained in detail by President Churchill.

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

Resolved that the budget of Southern Oregon Normal School for the fiscal year July 1, 1930 to June 30, 1931, calling for a total expenditure of $92,045.82 be approved.

President Churchill then stated that his term would expire May 31, 1930, and that it would be in order for the Board to consider the election of a president. He then withdrew and, on motion of Mr. Callister, seconded by Mr. Irvine, it was unanimously

Resolved that the Board proceed to elect a president for Southern Oregon Normal School.
On motion of Mr. Irvine, seconded by Mr. Callister, it was unanimously

Resolved that J. A. Churchill be reelected president of Southern Oregon Normal School, with indefinite tenure, at a salary of $5,000 a year commencing June 1, 1930.

Having disposed of all matters relating to Southern Oregon Normal School, the Board then proceeded to other business to come before the meeting.

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

Resolved that, as copies of the minutes of the Board meeting of Feb. 28, 1930, had been mailed to all members, the reading of those minutes be disposed with.

The Temporary Secretary then stated that minutes of all meetings of the Executive Committee since the meeting of the Board on February 28, 1930, namely, meetings No. 62 to 83, inclusive, had been mailed to all members of the Board except those of meeting No. 83. He then read the minutes of meeting No. 83 held on April 24th.

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

Resolved that the minutes of the meetings of the Executive Committee since the meeting of the Board on February 28, 1930, namely, meetings Nos. 62 to 83, inclusive, be approved, and the acts of the Committee as disclosed by those minutes be ratified.

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

Resolved that whenever a request is received for a duplicate diploma to replace a lost diploma, the institution which issued the original shall prepare an exact duplicate of the original with copies of the signatures of those who signed the original, and that there should be added a statement signed by the President or the Secretary of the Board that the diploma is a true copy of the original.

Mr. Callister, chairman of the Committee on Purchasing, then reported on a conference between members of the Committee and Mr. Carle Abrams, State Purchasing Agent, regarding some plan which will permit the superintendents of the Experiment Stations of the College to make emergency purchases without requisition.

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

Resolved that the Board express its approval of the plan now in effect which requires all institutions to make all purchases by requisition on the State Purchasing Agent, but that it is the opinion of the Board that, in order to avoid delay and inconvenience, which may result in unnecessary expense to the State, in the case of emergency purchases by the Experiment Stations of Oregon State Agricultural College, an exception may well be made in the case of such emergency purchases; that therefore the State Purchasing Agent be requested to authorize the superintendents of the Experiment Stations of Oregon State Agricultural College to make emergency purchases without requisition, provided that no single purchase shall exceed $25.00, and that the emergency purchases of any superintendent shall not exceed a total of $100 in any one month, or $500 in any one fiscal year.
In the absence of Mr. Colt, chairman of the Committee on Insurance, Mr. Watzek reported that Charles W. Sexton Co. had made surveys of the properties of the University of Oregon, both in Eugene and Portland, Oregon State Agricultural College, Southern Oregon Experiment Station, Oregon Normal School and Southern Oregon Normal School, and had submitted reports covering their findings and recommendations to decrease the fire hazard, and that reports would soon be made on Eastern Oregon Normal School and other experiment stations. He further stated that the Committee is not yet prepared to make any recommendation for insurance on property loaned to the several institutions. He then presented the request from the Committee for instructions on how to proceed to secure the information which it would be necessary to use as a basis for some plan for adequate insurance on the property of the institutions.

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

Resolved that the Committee on Insurance be instructed to deal directly with the institutions in securing such information as it may need in preparing a plan for adequate insurance coverage on the properties of the several institutions.

There then followed a long discussion of the question of adequate insurance protection. Several members urged prompt action by the Committee so that the Board would be prepared to ask the next legislature for some form of proper protection.

The Temporary Secretary then read a portion of a letter from Dr. Arthur J. Klein, dated March 24, 1930, in which he requested that he be permitted to spend an additional $3,000 on the survey, if, in his opinion, it would prove advisable to exceed the original appropriation of $10,000 in order to make a complete survey.

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

Resolved that, if in the opinion of Dr. Arthur J. Klein it should prove advisable to exceed the original appropriation of $10,000 in order to make a complete survey, the Office of Education be authorized to expend on the survey such additional amounts as might be advisable, but not to exceed $3,000 in all, or a total of $13,000 as the entire cost of the survey.

Mr. Burch then reported for the special committee which was appointed to work out with Oregon State Agricultural College some plan to charge cooperative marketing associations a fee which would recompense the College in whole or in part for the services rendered by it in the formation of the associations. He stated that the Committee had tentatively agreed that a cooperative association, after it has been formed, should be charged for all the preliminary work incident to the formation of that association, but that any other work done by the Extension Service should be at College expense. In response to Mr. Burch's request that figures be prepared to show the cost of the organization of typical associations, Dr. Kerr had submitted a letter from Mr. Gatlin, of the Extension Service, which Mr. Burch read. Mr. Burch stated that Mr. Gatlin's letter did not contain the sort of information he desired and that he had made a second request to Dr. Kerr. He further stated that in his opinion the marketing specialists should not be started into the field without being instructed to tell prospective organizations that if organization is effected there will be some charge for their services. There then followed some discussion of the propriety of such a charge, but the President ruled that as the Board had passed a resolution at its meeting on February 28, 1930, that such a charge should be made, such discussion was out of order unless a motion to rescind should be made.
The meeting then recessed until 9 P.M.

The meeting was resumed at 9 P.M. with the same Board members present as were present at the afternoon session. President Hall of the University and President Kerr of the College were also present at the invitation of the Board.

The Board first considered the organization of the School of Health and Physical Education at the College to which President Hall of the University had made an objection. President Starr made a brief statement of the situation and explained that the Executive Committee had considered the question and had come to the conclusion that the organization of the School was properly authorized and that the College should not be required to change either the form of organization or the name. Dr. Hall was then asked to explain the reasons for his objections, which were briefly:

1. That the action of the Executive Committee was contrary to the policy of the Board as previously applied in declining to authorize a four year Teacher Training course for grade teachers at the University.

2. That the College was not authorized to offer major courses in this department which would lead to a degree, and that the use of the word "School" was misleading in that it conveyed the impression that the department offered something more than merely service courses.

Dr. Kerr then explained in detail the reasons for the organization of the School by the former Board of Regents and contended that the use of the word "School" was entirely proper as it had previously been used by the College for a department offering only service courses and that there was no intention on the part of the College that this School should ever offer more than service courses.

The Board deferred action on this question until the next day.

Dr. Kerr was then excused until the following morning and Dr. Hall remained to discuss the University budget for the next fiscal year and to present other University matters requiring Board attention.

Dr. Hall made a brief statement of the progress he had made on the plan for the retiring allowances for the members of the faculty. He stated that the Carnegie Foundation would take care of the accrued liabilities in the cases of the seven oldest members of the faculty, and that salaries of the remainder would be increased and the increase assigned to the Teachers Annuity Society to purchase annuities. He explained that he had not been able to get his proposal in final shape but that he was anxious that the Board should be informed of the progress which he had made.

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

Resolved that the Executive Committee be empowered to act on the matter of retiring allowances for members of the faculty of the University whenever President Hall shall be able to submit a final proposal with definite figures.

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

Resolved that Dr. John Straub, Dean of Men, be appointed Dean Emeritus at a salary of $2400 a year, effective October 1, 1930, his duties to be such as may be designated by the President.
Dr. Hall then presented a plan for refinancing the indebtedness of the Associated Students which is now approximately $145,000. He stated that a Portland financial firm would underwrite a new bond issue of $150,000 which would net the Associated Students $142,500, and which would be retired by the annual contributions by students to the Building Fund of the Associated Students. President Hall stated that this would not require action by the Board but that he would appreciate the Board's approval of the general plan.

Upon motion of Mr. Sammons, seconded by Mr. Callister, the Board gave its unanimous approval.

Dr. Hall then presented his recommendations for budget allowances to be granted in addition to allowances approved by the Board on January 11, 1930, covering the six months period, January 1, to June 30, 1930, these additional allowances being covered by a margin set aside for such purposes in the budget for this period, the total remaining margin now being $58,950.

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

Resolved that $48,550 of the remaining marginal balance be set aside for building improvements, land improvements and land purchases, and that the Building Committee be empowered to authorize specific disbursements up to that amount.

Thereupon, Mr. Burch, chairman of the Building Committee, stated that his Committee had already thoroughly investigated some of Dr. Hall's recommendations and it was prepared to recommend approval of the following:

**Building Improvements:**
- Path and library in President's House  $1,500.
- Replacing Library Roof  2,500.
- Administration Building changes  5,500.
  Total: 9,500.00

**Land Improvements:**
- Landscaping and walks-Museum of Art  4,350.00

**Land Purchases:**
- Driverton Addition refund  15,000.00
- Total: 28,850.00

Therefore, upon motion of Mr. Watzek, seconded by Mr. Oliver, it was unanimously

Resolved that the above recommendations of the Building Committee for disbursements, totaling $28,850, to be made out of the marginal balance, be approved and the expenditures authorized.

The Board then considered Dr. Hall's recommendations for disbursements out of the marginal balance for new equipment, and on motion of Mr. Callister, seconded by Mr. Sammons, it was unanimously

Resolved that the University be permitted to purchase out of its marginal balance the following new equipment:
New 2-Ton Truck (Replacement)  $2,000.
Library books and binding  1,500.
Research books  2,000.
Carnegie Art Collection  2,500.
\[ \text{Total: } 8,000. \]

Upon the recommendation of Dr. Hall and with the approval of the Building Committee, the Board unanimously authorized the enlargement of the basement of the Out-Patient Clinics of the University of Oregon Medical School at a cost of $5,000.

On the recommendations of President Hall and the Building Committee the Board adopted the name "Museum of Art" as the official name for the new art building being constructed on the University Campus.

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

Resolved that the Building Committee be authorized to adopt a design for a suitable dedicatory tablet in the Museum of Art.

The meeting was resumed at 9 A.M. on April 26th, the same members of the Board being present as were present the preceding day. Dr. Kerr, President of the College, was also present.

President Kerr reported the death of Professor M. C. Jamison, specialist in dairy husbandry in the Extension Service, on April 20, 1930. He spoke of the great value of Mr. Jamison's service to the College and said that his death would be a great loss to the Extension Service.

Dr. Kerr then called the Board's attention to the proposed budget of the College for the fiscal year commencing July 1, 1930, in which the faculty reappointments, together with salaries, were set out in full. He said that, if the Board should approve the budget, that would automatically approve all of the faculty reappointments and salaries. He stated that certain faculty changes have become necessary since the preparation of the proposed budget and that they would therefore have to be acted upon separately. He then presented each in detail and on motion of Mr. Watzek, seconded by Mr. Sammons, the following faculty changes were approved:

Resignations:

1. Gertrude Yunker, Assistant in Library, resignation effective July 1, 1930.
3. Allegra McGreal, Hostess and Bookkeeper, Memorial Union Building, resignation effective April 1, 1930.
4. Dr. F. B. Smith, of the Health Service.

Sabbatical Leave:

1. Sabbatical leave to Professor W. L. Pories, effective September 15, 1930, instead of July 1, 1930, terminating June 30, 1931.

Appointments to Fill Existing Vacancies:

1. Fred B. Morgan as Associate Professor of Physics, at $2,800 for ten months beginning September 1, 1930.
2. Walter B. Jones, as Assistant Professor of Aeronautical Engineering, at a salary of $3,400 for ten months, beginning September 1, 1930.

3. Delbert R. French, as Assistant Professor of Economics and Sociology, at $3,000 for ten months, beginning September 1, 1930.

4. L. C. Britt, as Assistant Professor of Pharmaceutical Analysis, two-thirds time for $1,800; one-third time as Chemist for the Oregon State Board of Pharmacy, which Board pays $900; total salary $2,700 for twelve months, beginning July 1, 1930.

5. Eleanor Spike, Instructor in Home Economics Education, at $1,500 for ten months beginning September 1, 1930.

6. Josephine Helen Halverson, as Assistant in Catalog Department of Library, at $1,600 for twelve months, beginning July 1, 1930.

7. Ada E. Bleikink, as Assistant in Reference Department of Library, $1,400 for twelve months beginning July 1, 1930.

8. A. R. Marquardt, as Research Fellow in Soils, at $675 for nine months, beginning September 15, 1930.

9. Mrs. Harriet King Sinnard, as Fellow in Clothing and Textiles, at $675 for nine months beginning September 15, 1930.

10. Ruth Douglass, Fellow in Foods and Nutrition, at $675 for nine months, beginning September 15, 1930.

11. Thelma Geylors, as Home Demonstration Agent in Clackamas County, at a salary of $2,100 a year, effective June 1, 1930.

12. O. T. McWhorter, transfer from County Agriculturist of Washington County to Extension Specialist in Horticulture; salary $4,000 for twelve months beginning May 1, 1930.

Dr. Kerr then requested authority to employ a competent man to direct graduate work in all schools, his salary to be charged to the marginal balance in the budget for the next fiscal year.

On motion of Mr. Burch, seconded by Mr. Watzek, the Board gave its unanimous approval.

Dr. Kerr then called the Board's attention to the budget recapitulation on Page 2 of the proposed budget which showed a marginal balance of $42,022, and to the statement on Pages 199 and 200 of the proposed budget of laboratory, shop and class fee fund in which the estimated beginning balance on July 1, 1930 is $33,000, and the estimated balance July 1, 1931, the same amount. Dr. Kerr stated that he would not recommend at this time any expenditures not included in the proposed budget which would reduce the combined balance in these two funds to less than $25,000.

The reference to the balance in the fee fund produced a discussion of the proper use of the balances, which compose the total in the fee fund and of what limits should be placed upon the sizes of the several balances composing the fund. There was also a discussion of the advisability of periodically transferring all balances in the fee fund to the general fund and setting up a permanent revolving fund to provide current funds for all College needs so that the fee fund would not have to be used as a revolving fund.

Attention was called to the fact that before making any disposition of the marginal and fee fund balances, it might be advisable to first determine the cost of complying with the recommendations of the fire insurance survey.

Dr. Kerr outlined the projects which he felt should be authorized providing the funds would be available, and on motion of Mr. Irvine, seconded by Mr. Callister, it was unanimously
Resolved that the Building Committee be authorized to approve after careful investigation any or all of the following projects:

1. The purchase of the Kent property,
2. The construction of four new greenhouse units,
3. The conversion of the old heating plant into a laboratory for industrial chemistry,
4. The purchase from Ladd & Bush of approximately eight acres north of the College barns,
5. Improvements in the gymnasium.

provided that the aggregate amount of the expenditures approved shall not reduce the net marginal balance in both the emergency fund and fee fund below $25,000.

The Board expressed its approval of the practice in vogue at the College of advising each faculty member of his reappointment and salary for the coming year and requesting him to signify his acceptance.

Upon the request of Dr. Kerr, and upon motion by Mr. Irvine, seconded by Mr. Sammons, it was unanimously

Resolved that the following inactive accounts of Oregon State Agricultural College be closed:

1. The balance of $1100 in Men's Dormitory Account (Old Poling Hall), to be closed into Men's Dormitory Account.
2. The balance of $1655.06 in Unclaimed Checks Account to be closed into Miscellaneous Fund.
3. The balance of $96.24 in Alumni Committee Fund to be closed into Memorial Building Fund.
4. The balance of $878.21 in Household Equipment Fund to be closed into Miscellaneous Fund.
5. The balance of $517 in Military Loss and Damage Account to be closed into Miscellaneous Fund.

The Board approved the College's request for out of state travel allowance to Dean Adolph Ziefle, of the School of Pharmacy, to Baltimore, not exceeding $281.49.

President Kerr spoke at length on the necessity of increasing salaries, particularly those of heads of departments, and key men in the Extension Service and the Agricultural Experiment Stations, but did not request the Board to take any definite action at this meeting.

President Kerr also said that there is urgent need for some plan to provide retiring allowances for members of the faculty, but that he was not yet prepared to make any definite recommendations.

The Board then proceeded to a consideration of the College budget for the fiscal year July 1, 1930 to June 30, 1931.

Mr. Sammons, chairman of the Finance Committee, pointed out that the total salary schedule for resident instruction in the new budget would be $98,000 greater than the same schedule for the year ended June 30, 1929, and he asked the Board to consider whether it should approve the increases requested for the coming year. He also called the Board's attention to the allowance of $16,000 for travel. Dr. Kerr gave his reasons for asking for the salary increases and showed the necessity for adequate travel allowance. Mr. Burch questioned the appropriation
of $21,000 for farm maintenance and Dr. Kerr explained that the operation of a farm is naturally more expensive when it is used for student instruction. Mr. Burch also questioned Dr. Kerr about the appropriation of $4600 for illustrated booklets, particularly regarding that portion of it which might be considered advertising.

Dr. Kerr was also asked to explain the work of the Faculty Committees, the operation of the Clerical Exchange, and the item of advertising. Mr. Starr stated that the Committee on Advertising and Publicity would soon formulate a policy applicable to all institutions which would serve as a guide in fixing budget appropriations.

Dr. Kerr was also questioned about outside earnings of faculty members and he stated that no member receives any fee or honorarium for service rendered in the state during that portion of the year for which he receives his salary. Regarding the employment of athletes, Dr. Kerr stated that they are paid at a regular hourly rate for the time they work. He also explained the item covering the cost and operation of seventy-one automobiles and trucks, and stated that this included a car provided for the President.

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

Resolved that the budget of Oregon State Agricultural College for the fiscal year July 1, 1930 to June 30, 1931, be approved, together with all faculty reappointments, resignations, promotions, leaves of absence and sabbatical leaves listed in the budget.

At one o'clock the Board recessed for lunch.

The meeting was resumed at 2 P.M., the same Board members being present and also Dr. Hall, President of the University.

Upon the recommendation of Dr. Kerr, the Board approved a salary increase for W. N. Nelson, Professor of Economics and Sociology at the College, from $4500 to $4800 commencing with the next College year.

The Board approved the recommendation of the Building Committee for the use of cork tile in the Museum of Art.

The budget of the University of Oregon for the fiscal year, July 1, 1930 to June 30, 1931, was presented by Mr. Sammons, chairman of the Finance Committee. He called attention to an increase of $63,745.50 in the total payroll, but that this was offset by corresponding decreases so that the total budget is approximately the same as for the preceding fiscal year. He stated that President Hall had asked the privilege of submitting at a later date two other budgets for the University, one of which is to be based on the immediate pressing needs of the University, and the other on the amount necessary so build and maintain such a University as the state should have.

Mr. Burch asked Dr. Hall whether he had a sufficiently large reserve for the last half of the calendar year 1931, pointing out that he had used the same amount as for the second half of the calendar year 1930 and that an increase in expense might normally be expected. Dr. Hall said that the objection was well taken and answered it by saying that he had become accustomed to the necessity of accommodating himself to a budget which does not increase from year to year and felt that he could take care of the second half of the calendar year 1931 in the same manner that he has met a shortage of funds in other years.
Dr. Hall stated that the budget did not contain any salary schedules but that they would be submitted to the Board at its June meeting and that the schedules would be within the total provided for in the budget. He explained increases in the salary schedules in the School of Architecture and Allied Arts and the School of Music and emphasized the small appropriation for research, only 1.9% of the entire budget, which is the lowest of any state university, the average being 5%.

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

Resolved that the budget of the University of Oregon for the fiscal year July 1, 1930 to June 30, 1931, exclusive of the Medical School and Dorenbecher Memorial Hospital for Children, totaling $1,408,639.32, be approved.

Dr. Hall then presented the budget of Dorenbecher Memorial Hospital for Children. He stated that the budget had been prepared on the basis of capacity operation of the hospital and he strongly recommended the adoption of the budget so that the hospital may be of maximum service and so that the per capita cost may be decreased to a reasonable amount.

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

Resolved that the budget of the Dorenbecher Memorial Hospital for Children for the fiscal year July 1, 1930 to June 30, 1931, totaling $118,948.00, be approved.

Dr. Hall then presented the budget for the University of Oregon Medical School. He explained the increases made necessary by the operation of the new Clinics Building, which is now being constructed.

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

Resolved that the budget of the University of Oregon Medical School for the fiscal year July 1, 1930 to June 30, 1931, totaling $552,259.00 be approved.

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

Resolved that the University of Oregon be authorized to purchase, from the unexpended marginal balance for the current fiscal year, an automobile to be used under the direction of the President, at a cost not to exceed $2400.

A request from the United States National Bank of Eugene for authority to substitute commercial bonds for surety bonds was referred to the Finance Committee for its recommendation.

A request from the First National Bank of Corvallis to exchange bonds on deposit as security was referred to the Finance Committee for its recommendation.

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

Resolved that the Finance Committee be empowered to pass upon the deposit or substitution by any bank of commercial bonds or surety bonds as security for deposits, and to determine the depository and the amount and character of bonds required.
Upon the recommendation of the Building Committee, and upon the motion of Mr. Purch, seconded by Mr. Callister, it was unanimously

Resolved that where the firm of Lawrence, Holford, Allyn & Bean, architects for the University, render services in connection with repairs to, or alterations in any University buildings, they be paid for such services a fee of 10% of the total cost of the work if it is done by contract, and, if construction work is executed by force account or day labor, they shall be paid a fee of 10%, based on the construction cost, the cost to be determined by labor and material plus 20% for overhead.

Mr. Sammons then presented the budget of Oregon Normal School for the fiscal year July 1, 1930 to June 30, 1931, and it was discussed at length.

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

Resolved that the budget of Oregon Normal School for the fiscal year July 1, 1930 to June 30, 1931, totaling $237,814.90 be approved.

Mr. Sammons then presented the budget of Eastern Oregon Normal School. He pointed out that the School is entirely dependent on legislative appropriations for its revenues and that the amount appropriated at the last legislature was inadequate as the school was not yet in operation and there was no basis for computing its needs. He stated that this budget covers salaries for twelve months, whereas last year's operation included salaries for only nine months, and that also the new budget would provide $100 increases in the salaries of faculty members in accordance with the same plan which is followed at Southern Oregon Normal School. He called particular attention to a request for $150,000 for the construction of a training school building. This request caused a discussion of the promise of the City of LaGrande to furnish training school facilities if the Normal School should be located there, and of its failure to provide them. Mr. Starr stated that he would undertake to negotiate with the LaGrande School Board for adequate training facilities. Mr. Sammons then recommended that in view of the obligation of the city of LaGrande, the item of $150,000 for a training school building be eliminated from the budget and that the item of $45,000 for the improvement of the land also be eliminated pending the Board's visit to LaGrande.

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

Resolved that the items of $150,000 for a training school building and $45,000 for land improvement, be eliminated from the budget of Eastern Oregon Normal School for the fiscal year July 1, 1930 to June 30, 1931, and that the remainder of the budget, totaling $70,300.00, be approved.

Upon the recommendation of the Building Committee, and upon the motion of Mr. Sammons, seconded by Mr. Oliver, the following resolutions were unanimously adopted:

Resolved that the Secretary convey to Oregon & Washington Railway & Navigation Company the Board's appreciation of its generous gift to the State of Oregon, for the use of Eastern Oregon Normal School, of the following property:

Lots 7, 8, 9, 10 and 11, Block 47, Chaplin's Addition to the City of LaGrande.

Resolved that the Secretary convey to the City of LaGrande the Board's appreciation of its generous gift to the State of Oregon, for the use of Eastern Oregon Normal School, of the following property:
Lots 4, 5 and 6, Block 47, Chaplin's Addition to the City of LaGrande.

Mr. Semmons, chairman of the Finance Committee, made a preliminary report on fidelity bonds of employees and surety bonds to secure deposits in banks. He referred to an opinion by the Attorney-General that all such bonds not being required by law would not be enforcible, and said that it might be necessary to ask the next legislature to authorize all such bonds as the Board might feel should be required.

Mr. Semmons also reported on the progress by the auditors on the uniform system of accounts for all institutions. He stated that he would be prepared to make a definite recommendation to the Board in June so that the new system might be put into operation by July 1, 1930.

The Board approved the following bills of Pace, Gore & McLaren, auditors, for their services to Jan. 31, 1930, on the uniform system of accounts:

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<td>Professional Services</td>
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<td>Stenographic Services</td>
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<td>Expenses</td>
<td>152.83</td>
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<td>$3,362.06</td>
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Upon the recommendation of the Finance Committee, and on the motion of Mr. Irvine, seconded by Mr. Watzek, it was unanimously

Resolved that the expenses of the State Board of Higher Education, until such time as the Board may secure a legislative appropriation to cover them, be allocated among the several institutions upon the basis of the total disbursements of the institutions, exclusive of capital outlays, in the following percentages:

- Oregon State Agricultural College 55.5%
- University of Oregon 35.6%
- Oregon Normal School 6.1%
- Southern Oregon Normal School 1.6%
- Eastern Oregon Normal School 1.2%

The Board then returned to the question of the School of Health and Physical Education at the College which was considered earlier in the meeting. After a very thorough discussion of the entire situation, upon motion by Mr. Burch, seconded by Mr. Irvine, the following resolution was adopted:

Resolved that no change be made in the program for the installation of the School of Health and Physical Education at Oregon State Agricultural College, with the understanding that no steps whatever shall be taken in the future to develop it into a degree giving school, and that there be no publicity or advertising concerning it from which it might be inferred that it is a degree giving school.

There being no further business to come before the meeting, the meeting was adjourned at 5 P.M.

[Signatures]

C. L. STARR, President
A. R. Watzek, Temporary Secretary