STATE BOARD OF HIGHER EDUCATION
Minutes of Meeting January 9, 1931

Pursuant to call by President C. L. Starr, the Oregon State Board of Higher Education held a meeting in the University Club, Portland, Oregon, at 10:00 A. M., January 9, 1931. The following members were present:

Mr. F. E. Callister
Mr. Albert Burch
Mr. B. F. Irvine
Mr. C. C. Colt
Mr. C. L. Starr

Mr. Herman Oliver
Mr. E. C. Sammons
Mr. A. R. Watzek
Mr. Edward C. Pease

The Board approved the minutes of the meeting of the Board held in Portland on November 9, 1930, (Board Meeting #12), and the meetings of the Executive Committee held on November 19, November 29, December 16, 1930, and January 6, 1931, (meetings #139 to #142 inclusive).

OLD BUSINESS

The Board referred the granting of non-valid diplomas to certain students of the Sacred Heart Academy, recommended by President Landers under date of December 2 and referred to the Board by the Executive Committee under date of December 16, to the Executive Committee with power to act.

The Board deferred action on the request of the Southern Oregon Normal School for the erection of a free activity building on the training school grounds, as recommended by President Churchill under date of December 8 and referred to the Board by the Executive Committee under date of December 16.

CLAIMS

The Board approved the claim of the Ditto, Inc. for the purchase of a Ditto machine at a cost of $150.

The Board referred to the Executive Committee for further investigation the claims submitted by the Secretary of State for redecorating the Board's offices, totalling $719.37.

CHANGES IN PERSONNEL

The Board re-elected Lawrence Wolfe as head of the Department of Physical Education for Men at the Oregon Normal School, at an annual salary of $3600.

The Board approved the following changes in personnel at the College:

Transfer of R. C. Kuehner, now Assistant County Club Agent in Klamath County, to the position of County Club Agent in Lane County at a
salary of $2700 for twelve months, effective upon approval, to take the place of Arnold B. Collier recently resigned, as recommended by President Kerr under date of January 6.

The appointment of Miss Nancy E. Elliott to give two courses in the 1951 six weeks summer session, at a salary of $300, as recommended by President Kerr under date of January 6.

The appointment of Miss Beulah Blackmore, to give one course for three weeks during the 1951 summer session, at a salary of $275, as recommended by President Kerr under date of January 6.

The appointment of Miss Mary A. Rokahr, as instructor for three weeks during the 1951 summer session, her salary to be paid by the Federal Government, the College to pay "$200 as reimbursement for expenses in coming from Washington to Portland and return, with living expenses for three weeks", as recommended by President Kerr under date of January 6.

OUT OF STATE TRAVEL

The Board authorized the out of state travel request for President Landers in the sum of $255, and a similar amount for Director Dewey, to attend the Association of Teachers Colleges and Normal Schools, the Department of Superintendence, and the Progressive Education Association meetings to be held in Detroit, Michigan, from February 20 to February 28, 1951.

FISCAL

The Board denied the request of the students of the Oregon Normal School for the use of a portion of the six dollar tuition, as recommended by President Landers under date of January 8.

The Board approved the request of the students of the Oregon Normal School to increase the amount of tuition paid for the winter term of 1951-1952 only, by the sum of fifty cents, said increase to be applied to the health service of the school, in accordance with the oral recommendation of President Landers to the Board on January 9.

The Board approved the greenhouse units recently constructed on the College campus by the Thompson Horticultural Works, as recommended by President Kerr under date of January 7.

The Board approved the leasing of 0.35 acres of the Experiment Farm near Granger to the Bureau of Plant Industry of the United States Department of Agriculture, for a period of twenty years at an annual rental of one dollar, providing said Bureau erects on said tract a building for use in
cooperative investigations in forage crops to cost not less than $2500, and fulfills the further terms of the agreement recommended by President Kerr under date of January 6, 1931. The Board directed its President and Secretary to sign the lease when same has received the approval of the Attorney General of the State.

The Board approved the budgets for the Branch Experiment Stations of the College for the period beginning January 1, 1931 as recommended by President Kerr under date of January 6, with the provision that said budgets are subject to revision by the Board as of July 1, 1931.

The Board approved the custodial agreements between the Oregon State Board of Higher Education and parents of certain infants covering the care of such infants by agencies under the Board's control during specified periods of time, as approved by the Attorney General of the state and submitted by President Kerr under date of December 12.

The Board referred to the Finance Committee the investment of endowment funds of the University, as submitted by President Hall under date of January 12, with power to act subject to the limitation that the investments meet the requirements for legal trust funds.

The Board denied an increase of the budget of the Director of Personnel Administration at the University in the sum of $500, to be drawn from the unappropriated fund balance, as recommended by President Hall through Executive Secretary Pallett under date of December 12.

The Board authorized a post session summer cruise to Alaska, the student fees to be sufficient to cover all expenses of whatever nature connected with this cruise, as recommended by President Hall through Executive Secretary Pallett under date of January 8.

The Board authorized a post session summer cruise to Hawaii, the student fees to be sufficient to cover all expenses of whatever nature connected with this cruise, as recommended by President Hall through Executive Secretary Pallett under date of January 8.

The Board authorized a post session summer cruise to Japan to be effective only if the Hawaiian cruise proves impossible, the student fees to be sufficient to cover all expenses of whatever nature connected with this cruise, as recommended by President Hall through Executive Secretary Pallett under date of January 8.

The Board directed the Secretary to secure an opinion from the Attorney General relative to the possible sale of the old State Normal School grounds at Ashland, and authorized the chairman of the Building Committee, Mr. Burch, to inspect these grounds and to confer with the parties interested in their purchase.
The Board directed the Secretary to inform the Portland Trust and Savings Bank of the Board's disapproval of pledging any assets of the Elizabeth H. Harmon Estate as security for the loan of $10,000 described by Lorne L. Miller, Trust Officer and Assistant Secretary of the Portland Trust and Savings Bank, to Mr. C. C. Colt under date of January 2, 1951.

The Board authorized the Finance Committee to secure a blanket bond covering all employees of the Board handling funds.

ADVERTISING AND PUBLICITY

The Board directed that the institutions under its control begin the compilation of catalogue material for the academic year 1951-1952 for submission to the Board for publication.

The Board approved the publication by the College of a half-page advertisement for the 1951 summer session of the College in the February issue of the JOURNAL OF HOME ECONOMICS published in Baltimore, Maryland, at a cost of $26.00, in accordance with the recommendations and copy submitted by President Kerr under date of December 26.

The Board approved the publication by the University of an announcement for the graduate school at an expense of $15.00 in accordance with the recommendation and copy submitted by President Hall through Executive Secretary Pallett under date of January 3.

The Board approved the publication by the University of three thousand copies each of two folders entitled RESIDENCE HALLS FOR MEN and RESIDENCE HALLS FOR WOMEN, at a total cost of $70, in accordance with the recommendations and copies submitted by President Hall through Executive Secretary Pallett under dates of November 24 and December 22.

The Board approved the publication by the University of five thousand copies of a folder entitled EXPENSES AND SELF SUPPORT AT OREGON, at a cost of $50, in accordance with the recommendations and copy submitted by President Hall through Executive Secretary Pallett under dates of December 8 and December 22.

The Board approved the publication by the University of four thousand copies of a folder entitled THE NEWSPAPER REPORTER, at a cost of $125, in accordance with the recommendations and copy submitted by President Hall through Executive Secretary Pallett under dates of November 25 and December 22.

The Board denied the publication by the University of the bulletin entitled THE NEXT STEP, as recommended by President Hall through Executive Secretary Pallett under date of January 7.
The Board authorized the preparation of the following booklets having to do with the 1931 summer session cruises of the University of Oregon, copy to be submitted for approval by the Board before publication, all costs of these publications to come from the summer session cruise funds, as recommended by President Hall through Executive Secretary Pallett under date of January 8.

Eight thousand copies of 16-page booklet descriptive of the Hawaiian cruise.

Eight thousand copies of a 12-page booklet descriptive of the Alaskan cruise.

Eight thousand copies of an 8-page booklet on the Japanese cruise, in case this cruise materializes.

Four issues of a booklet entitled ALASKAN BOATMAN.

Four issues of a booklet entitled HAWAIIAN SAILOR.

Four issues of a booklet entitled JAPANESE TRAVELER, in case the Japanese cruise materializes.

The Board authorized publication of the following advertisements of the University 1931 summer session cruises in the following teachers' journals to be placed through the Douglas-Powell advertising agency, Portland, Oregon, the total overhead, art and plate charges of this firm not to exceed $125, said charges and all other charges not herein- after specified as coming from outside sources to be paid from the fees charged students on the summer session cruises, in accordance with the recommendations and copy submitted by President Hall through Executive Secretary Pallett under date of January 8.

Half page in NORMAL INSTRUCTOR AND PRIMARY PLANS, Danville, New York, March, 1931, at a cost of $365, to be paid in full by the Canadian Pacific Steamship Company.

Full page in SIERRA EDUCATIONAL NEWS, San Francisco, California, February, 1931, at a cost of $100, of which $55 will be paid by the Canadian Pacific Steamship Company.

Full page in the OREGON EDUCATION JOURNAL, Portland, Oregon, February, 1931, at a cost of $55, to be paid in full by the Canadian Pacific Steamship Company.
Full page in ILLINOIS TEACHER, Bloomington, Illinois, February, 1931, at a cost of $175, of which $50 will be paid by the Northern Pacific Railway Company.


Full page in the COLORADO SCHOOL JOURNAL, Denver, Colorado, February, 1931, at a cost of $30.

Full page in MONTANA EDUCATION, Helena, Montana, February, 1931, at a cost of $40.

Full page in UTAH EDUCATIONAL JOURNAL, Salt Lake City, Utah, February, 1931, at a cost of $30.


The Board authorized publication of a full page summer session advertisement in the March issue of THE PLATOON SCHOOL, published at Washington, D. C., at a cost of $100, of which amount $50 is to be paid by the Portland Public Schools, and $50 from the University of Oregon summer session funds in accordance with the recommendation and copy submitted by President Hall through Executive Secretary Pallett under date of January 8.

LEGISLATIVE

The Board denied the request of the University for a recommendation to the Thirty-sixth General Legislative Assembly of the State of Oregon for an appropriation of $85,398, in addition to the appropriations recommended in the Biennial Report of the Board to the Governor, as recommended by President Hall under date of December 27th.

After listening to the REPORT OF THE CAMPUS PRESERVATION AND EXPANSION COMMITTEE OF THE OREGON DADS as presented by Committee Chairman W. C. Reugnitz of the Oregon Dads, and Vice-President B. B. Barker of the University, the Board directed the Secretary to request that the Attorney General of the State prepare two bills for presentation to the Thirty-sixth General Legislative Assembly of the State, incorporating the provisions set forth on pages 3 to 5 and 5 to 6, respectively, of the mimeographed copy of the report dated January 2, 1931.

After listening to the report of the Insurance Committee relative to action by the Thirty-sixth General Legislative Assembly looking toward a more comprehensive program of insurance on the physical properties under the control of the Board, the Board referred the matter to the Insurance Committee and the Executive Committee jointly, with power to prepare and present to the Assembly a suitable measure.
After listening to the presentation by President Kerr of material bearing on the proposed establishment by the Thirty-sixth General Legislative Assembly of a State Board of Agriculture, the Board authorized President Starr to appoint a committee to confer with those interested in the preparation and introduction of a bill establishing such a department. The President appointed Mr. F. E. Callister, Chairman, Mr. Herman Oliver, Mr. A. R. Watzek, and President Kerr.

After listening to the presentation of Comptroller Ager of the University, with respect to action by the Thirty-sixth General Legislative Assembly, bearing on the handling and depositing of funds by the Board and the institutions under its control, as set forth in communications to the Board from President Hall through Comptroller Ager, under date of December 30, and from President Kerr under date of December 19, the Board referred the matter to the Finance Committee with power to act.

After discussion of the necessity of drawing up plans, specifications, and detailed estimates of the cost of proposed Capital Outlay items, together with campus pictures and plans of all institutions for inspection by members of the Legislature, the Board authorized the Chairman of the Building Committee, Mr. Burch, to confer with the firm of Lawrence, Holford, Allyn & Bean with respect to furnishing plans, specifications, and detailed estimates of the cost of proposed Capital Outlay items for the University Campus.

The Board directed the Secretary to respond to the letter of Lane County Agricultural Council under date of December 23, and to a similar letter from the President of the Lane County Agricultural Council, the Master of the Lane Pomona Grange and President of the Lane County Farmers' Union, written jointly under date of November 8.

C. L. Starr, President.

E. E. Lindsay, Executive Secretary.