STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
UNIVERSITY CLUB, PORTLAND, OREGON
September 10, 1934

MEETING #48
The Oregon State Board of Higher Education convened for its regular
September meeting at the University Club in Portland, Oregon, at
10:45 a.m., September 10, 1934, at the call of President Willard
L. Marks. The following members were present:

C. A. Brand
F. E. Callister
Leif S. Finseth
E. F. Irvine

Willard L. Marks
Mrs. Cornelia Marvin Pierce
Herman Oliver
E. C. Sammons

ROLL CALL

MINUTES APPROVED
The Board voted to dispense with the reading of the minutes of
the meeting of July 23, 1934, and approved the minutes of this
meeting as previously submitted to Board members.

LIBRARY REPORT
Mrs. Pierce, chairman of the Library committee, reported that
the committee would meet again on the question of centralized
library control and would probably bring in a report at the
next regular meeting of the Board.

DEFERRED

RADIO REPORT
Mr. Sammons, chairman of the special Radio committee, asked for
more time for the committee to review the data submitted on the
question of KOAC's sharing its wave length with K TAR of Arizona,
and requested that the final report of the committee be deferred
until the October meeting.

DEFERRED TO

OCTOBER MEETING

PHI GAMMA DELTA
FRATERNITY TO LEASE DORMITORY UNIT AT UNIVERSITY

The Board approved the following report of the Executive committee
on permitting a fraternity group to live in the dormitory at the
University, and ratified the action taken by the committee:

REPORT OF EXECUTIVE COMMITTEE ON
LEASING DORMITORY FACILITIES AT UNIVERSITY
TO PHI GAMMA DELTA FRATERNITY

At the July 23rd meeting of the Board, the Phi Gamma Delta
fraternity petitioned the Board to permit them to lease room-
ing and boarding facilities at the University dormitory for
the academic year 1934-35. The petition was referred to the
Executive Committee for investigation and with power to act.

A careful investigation by Comptroller Bork indicated that it
was impossible for the fraternity group to occupy their fra-
ternity house and that the relinquishing of the house by the
fraternity had the approval of the mortgages. Further inves-
tigation and study by the Dean of Men, Director of Dormitories,
and others, indicated that the plan was feasible and advisable.
Upon recommendation of the Chancellor, the Executive Committee approved the leasing of one unit in the Men's Dormitory at the University to the Phi Gamma Delta fraternity under the following conditions:

1. Lease to be for the academic year 1934-35, beginning in September, 1934, and ending in June, 1935.

2. One unit to be reserved exclusively for members of the above fraternity, with space for approximately 35 students, including a private dining room.

3. Each fraternity member residing in the unit will individually sign a regular rental agreement with the Department of Dormitories. Each member residing in the unit will be subject to the usual regulations applying to all occupants of the dormitory.

4. Each fraternity man shall pay the established amount of $28.00 per month for board and room in cases where there is a double occupancy of rooms, and of $31.00 per month in cases where there is a single occupancy of rooms. Each member shall be required to make a $10.00 deposit at the beginning of the school year, which shall be used to cover breakage chargeable to the member during the year, the unused portion of which shall be applied on the student's bill for the last month of the year, or refunded to him in cash in case all his bills are paid. The above rates of $28.00 and $31.00 per month are, of course, subject to revision as noted in published statements if the price of food, or other items, increases substantially and if the revision is general to all students.

5. It is understood that in consideration of the fraternity's being relieved from making a guaranty of percentage of occupancy, the university may, in case any unused portion of the space occupied by the fraternity is needed, notify the fraternity either to pay for such unused space or to permit the occupancy thereof by outside students, or in case such an arrangement shall be deemed by the university to be unsatisfactory or unfair to itself or to other students, the university may, upon reasonable notice to the fraternity, cancel this lease. It is the spirit and intention of this provision that the university and the fraternity shall attempt to cooperate fully at all times, but in case the quarters reserved for the fraternity are not fully occupied, and in case any unfairness resulting therefrom cannot be adjusted satisfactorily, the option shall rest with the university to terminate this lease upon reasonable notice.

Executive Committee: Willard L. Marks
Charles A. Brand
E. C. Sammons
Chancellor W. J. Kerr reported that the biennial budget requests of the various institutions had been reduced in accordance with Board action taken at the July 23rd meeting, and indicated the ways in which the reductions had been made.

The Board authorized the Chancellor to delegate authority in certain minor budget changes and personnel adjustments listed below to the presidents of the University and College, the Dean of the Medical School and the Director of Elementary Teacher Training, and approved the recommendation of the Chancellor that the President of the College be authorized to approve all necessary transfers in both requisition and salary budgets in the divisions of Agricultural Research and Federal Cooperative Extension where no millage funds are involved.

1. Approval of all necessary emergency transfers within the minor classifications of requisition budgets. (e.g., materials and supplies to travel or equipment.)

2. Approval of all emergency transfers from one requisition budget to another, providing any single transfer does not exceed $500. (e.g., from the Chemistry requisition budget to the English requisition budget.)

3. Approval of resignations, appointments and other personnel adjustments in positions already established in the budget, in the case of instructors, graduate assistants, research assistants, fellows, scholars, clerical staff, and other employees of the rank of instructor or below.

Chancellor Kerr reported that a communication had been received from Washington, D. C., indicating that the training school at Eastern Oregon Normal School at La Grande had been officially approved and the legal department of the federal government authorized and instructed to prepare a contract for the approval of the State Board of Higher Education, thereupon the money immediately becoming available for the construction of that building. He also reported that the architects for the building had begun a careful study of all plans and specifications in order to make it possible to get construction work under way immediately upon receipt and approval of the contract.

The Board voted to empower the executive committee to represent the Board in adjusting any matters of detail in connection with the proposed training school at Eastern Oregon Normal School and, if necessary, to enter into formal contract with the federal government.
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**ACTION ON LOTS, U. OF O., DEFERRED**
- The Board voted to postpone indefinitely consideration of the purchase of certain lots adjacent to the University campus which were offered for sale to the Board by Winthrop C. Hall.

**GIFT OF 11 ACRES AT FLORENCE**
- The Board directed that the Building Committee be instructed to investigate the proposed gift to the University of an 11-acre tract of land at Florence, visit the site and report to the Board at a later meeting.

**COMMANDANTS APPOINTED AT COLLEGE AND UNIVERSITY**
- The Board approved the following appointments made by the federal government:
  - Colonel Ernest Van Dyke Murphy as Professor of Military Science and Tactics and Commandant of the Reserve Officers' Training Corps at the University, to succeed Lieutenant-Colonel F. A. Barker, transferred after six years of service.
  - Colonel Charles F. Thompson as Professor of Military Science and Tactics and Commandant of the Reserve Officers' Training Corps at the College, to succeed Colonel W. H. Patterson, transferred after four years of service.

**ACTION ON BY-LAWS DEFERRED; ADM. CODE TO BE COMPILED**
- The Board deferred action on the revision of the by-laws until the next meeting and instructed the By-Laws Committee, with the assistance of the secretary, to compile a code of administrative action taken by the Board, to supplement the by-laws.

**ASSOCIATED STUDENT FEE ELIMINATED**
- The Board voted that the secretary be instructed to eliminate the $5.00 Associated Student fee from the requirements for admission to the College, University and Normal schools, and directed that notices of this action be sent to all prospective students who have made inquiry regarding entering these institutions.

**GIFT: NATIONAL OIL PRODUCTS CO.**
- The Board voted to accept the grant of approximately $1,430 from the National Oil Products Company to the Department of Agricultural Chemistry of the Experiment Station at the College to conduct special studies on sheep nutritional problems, approved the setting up of a budget for the project, and directed that suitable acknowledgment be sent to the donor.

**GIFT: THE DALLES COOPERATIVE GROWERS**
- The Board voted to accept the grant of $450 from The Dalles Cooperative Growers to the Department of Horticulture at the College to provide for a research fellowship in horticultural products and directed that suitable appreciation be expressed to the donors.
The Board reappointed Mr. F. E. Callister as the representative of the Board on the Memorial Union Board of Governors at the College for the year ending June 30, 1935.

The Board approved the recommendation that the registration fee at the Portland Extension Center be changed from a flat fee of $8.00, regardless of the number of credits or courses taken, to a fee of $5.00 for one course, $8.00 for two courses, and $10.00 for three courses, regardless of the number of credits per course and providing that the total credits do not exceed six, this fee schedule to be applicable to those taking the courses with or without credit; and that the fee be $15.00 a term for students giving full time to study who are permitted to enroll in from six to ten hours.

The Board voted to approve and reelect the following two nominees of the Executive Committee of the Oregon Chapter of the American Institute of Architecture to the managing committee of the Ion Lewis Scholarship in Architecture at the University:

Morris H. Whitehouse for the four-year term, beginning October 2, 1934.
Harrison A. Whitney for the two-year term, beginning October 2, 1934.

The Board approved the awarding of the Certificate of Public Health Nurse to the following four students in the Department of Nursing Education at the Medical School, who had completed all the requirements for the certificate:

Barbara Kloster
Hope A. Brady
Ruth G. Sammons
Kathryn G. Ransom

The Board approved the following plan of faculty ranking at the normal schools as recommended by a faculty committee of the normal schools and approved by the faculties of the three normal schools:

That the faculty members be ranked under the same classifications as at the College, University and Medical School—namely, instructor, assistant professor, associate professor and professor.

That the three qualifications to be considered in ranking the faculty members shall be (a) academic preparation, (b) experience in educational fields, and (c) responsibility of the position held.

That a committee consisting of the three normal school presidents, the president of the University and the president of the College make the original rankings of the present normal school staffs.
The Board approved the following personnel adjustments at the College as recommended by President George W. Peavy:

**A. G. Lunn, Sabbatical Leave**

Sabbatical leave for Professor A. G. Lunn, Department of Poultry Husbandry, for advanced study in the sciences pertaining to poultry husbandry, as well as study and travel in some of the larger poultry-producing areas, leave to be effective from September 1, 1934, to June 30, 1935. (This is in accordance with section 1 of the Board’s regulations on sabbatical leaves.)

**M. R. Lewis, Leave Without Pay**

Leave of absence without pay for Professor M. R. Lewis of the Soils Department, Experiment Station, for a period of from a month to six weeks beginning July 16, to serve the Federal Emergency Relief Administration as consultant on water supply problems in North Dakota and Nebraska.

**C. L. Smith, Leave Without Pay; Appointment of Zundell, Clatsop Co.**

Leave of absence without pay for Clifford L. Smith, County Agent of Clatsop county, from August 1, 1934, to August 1, 1935, to assist the State Emergency Relief Administration as Director of Rural Rehabilitation; and appointment of Afton Zundell as Mr. Smith’s successor at the same salary, base rate $2,700, reduced rate $2,295, twelve months basis, effective August 15, 1934.

**Clariibel Nye, Leave Without Pay**

Leave of absence without pay for Miss Claribel Nye, State Leader of Home Economics Extension, from September 1 to October 31, 1934, following her vacation leave from August 1 to September 1, to act as Technical Adviser to the National Relief Administration.

**Appointment, Mrs. Mabel Mack**

Appointment of Mrs. Mabel Mack, at present home demonstration agent in Jackson county, as Acting State Leader of Home Economics Extension during Miss Nye’s absence at a net salary of $200 per month, effective as soon as possible after August 1.

**Appointment, Alice Malin**

Appointment of Miss Alice Malin as temporary home demonstration agent in Jackson county during Mrs. Mack’s absence at a net salary of $125 per month, effective as soon as possible after August 1.

**Resignation, G. O. Gatlin**

Resignation of G. O. Gatlin, Extension Economist, effective October 1, 1934; and appointment of Professor Paul Carpenter to succeed him at a salary base of $4,200, reduced rate $3,360, twelve months basis, effective October 1, 1934, or as soon thereafter as possible. Budget saving of $367.50, restricted funds.
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Mrs. Sarah V. Case, Leave Without Pay
Leave of absence without pay for Mrs. Sarah V. Case, demonstration agent in Columbia County, from August 25, 1934, to April 25, 1935, to accept a position as Director of Nursery Schools for the State of Oregon, this work being a part of the Vocational Education program on relief funds; and appointment of Mrs. Maud C. Purvine as temporary home demonstration agent to succeed Mrs. Case, appointment effective September 1, twelve months basis, at a base salary rate of $2,100, reduced rate $1,827.

Bert E. Christensen, Promotion and Salary Increase
Promotion of Dr. Bert E. Christensen from Instructor to Assistant Professor of Chemistry and increase in salary from $2,000 to $2,300 base, from $1,720 to $1,932 reduced rate, ten months basis, effective October 1, 1934.

Mrs. Sara W. Prentiss, Leave Without Pay
Leave of absence without pay for Mrs. Sara W. Prentiss, Professor of Child Development and Parent Education, for one year, effective September 1, to accept a temporary position as State Leader in Child Development and Parent Education for California; and temporary appointment of Miss Flora Thurston, formerly of Cornell University and recently Executive Secretary of the National Council of Parent Education, a Visiting Professor of Child Development and Parent Education, for the school year beginning September 1, ten months basis, three-fourths time, at a base salary of $3,000, reduced rate $2,460.

Wallace L. Kadderly, Extension of Leave Without Pay
The Board approved an extension of leave without pay of Wallace L. Kadderly, Director of Radio Station KOAC, from November 15, 1934, to July 1, 1935, with the understanding that Mr. Kadderly may be required at any time to state definitely whether or not he will return at the expiration of the leave.

The Board approved the following personnel adjustments at the Medical School as recommended by Dean R. B. Dillehunt:

Appointment, Merle Taylor
Appointment of Dr. Merle Taylor as Instructor in Ophthalmology at a base salary rate of $1,388.76, reduced rate $1,236, twelve months basis, appointment effective August 21, 1934, funds provided in the budget.

Morris Bridgeman, Promotion
Advance in rank of Dr. Morris Bridgeman, from Clinical Instructor to Assistant Clinical Professor of Pediatrics. No change in salary.

Advances in Rank, Wilson Johnston and D. L. Palmer
Advances in rank for the following clinical staff members who serve without compensation:

Dr. Wilson Johnston, from Clinical Instructor to Assistant Clinical Professor of Ophthalmology.

Dr. D. L. Palmer, from Clinical Associate in Radiology and Chairman of the Division to Assistant Clinical Professor of Medicine and Chairman of the Division of Radiology.
The Board approved the following personnel adjustments at the
Normal schools as recommended by J. A. Churchill, Director of
Elementary Teacher Training:

LEAVE WITHOUT PAY,
MRS. JESSIE
SEESE

Appointment, ETHEL STOCKARD

Leave of absence without pay for Mrs. Jessie Seese, critic
teacher at Southern Oregon Normal School, from September 1,
1934, to June 30, 1935, for advanced study at Teachers Col-
lege, Columbia University; and appointment of Ethel Stockard
for a ten-month period to replace Mrs. Seese, appointment to
be effective September 1, 1934, at a reduced salary rate of
$1,570, $860 of which is paid from Board funds and $710 by
the local school district. No change in budget.

HELEN LAWRENCE MARTIN,
LEAVE WITHOUT PAY;
APPOINTMENT,
MRS. RUTH H. REED

Leave of absence without pay for Miss Helen Lawrence Martin,
supervisor of teaching at the Oregon Normal School, from
September 24, 1934, to June 7, 1935, for further study at a
California institution; and appointment of Mrs. Ruth H. Reed
for a nine-month period beginning September 24, 1934, to
replace Miss Martin at a reduced salary rate of $1,359, $774
of which is paid from Board funds and $585 by the local school
district. No change in budget.

EUGENE SHIELDS,
SALARY INCREASE
TO REQUEST MORE FUNDS
FOR STUDENT EMPLOYMENT

Increase in salary for Eugene Shields, Instructor in Physical
Education and Assistant Coach, from $3,000 base rate to
$3,846.15, reduced rate from $2,460 to $3,000, ten months
basis, the entire $540 increase to be paid from Associated
Students funds.

The Board voted to make an effort to secure from the federal
government an increase of funds for student employment at the
various institutions during the coming school year.

PROGRESS REPORT ON
SELECTION OF CHANCELLOR

Mr. E. C. Sammons, chairman of the Committee on the Selection
of a Chancellor, reported as follows:

"I think perhaps we should have a report of progress from the
committee on the selection of a Chancellor. There have been
two meetings of the committee and members have interviewed can-
didates or the person's record has been considered. We are
moving as fast as possible under the circumstances, realizing,
of course, that this is the most important task that lies be-
fore the Board. We realize, too, that we want to get a good man.
We can't make any mistakes. You appreciate, also, that the
University of Washington took two years to find a president;
Reed College, a year. As chairman, I will say that I am satis-
fied a man can be found, that we are moving rapidly, yet cau-
tiously. A number of applications have come in, and there are
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a number of suggestions that have been made relative to people to be contacted or looked up. I will say that Dr. Kerr is cooperating in looking up people. The presidents, Dr. Boyer and Dr. Peavy, have been asked to submit names of any persons who should be considered as possible timber. We are going to try to do a thorough job as quickly as possible consistent with thoroughness. Dr. Kerr is going on, but he assured me as late as Saturday that he desired to retire as soon as we can find a suitable man.

"Now one thing the Board should be cognizant of, and that is the question of salaries. Under our present financial condition, the Board has the question of whether we can afford under the circumstances to offer a large enough salary to attract from his present position one who might possibly be drafted for the position. These are some of the things the Board should be thinking about. If the tax limitation amendment which appears on the ballot passes, it will determine to a large extent what can or cannot be done as to the entire question of a Chancellor's salary. Additional progress will be reported at the October meeting."

The Board adjourned at 12:15 p.m.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Acting Secretary