STATE BOARD OF HIGHER EDUCATION  
MINUTES OF MEETING HELD AT  
MEMORIAL UNION, OREGON STATE COLLEGE  
March 9, 1936, 10:00 a.m.

MEETING #66  
A regular meeting of the State Board of Higher Education of  
the State of Oregon was held at the Memorial Union, Oregon  
State College, in Corvallis, Oregon, on March 9, 1936.

The meeting was called to order by the President of the Board,  
Willard L. Marks, and on roll call the following answered pres-  
ent:

C. A. Brand  
Willard L. Marks
F. E. Callister  
E. C. Pease
B. F. Irvine  
Beatrice Walton Sackett

There were also present Dr. Frederick M. Hunter, Chancellor;  
Charles D. Byrne, Secretary of the Board; President C. V.  
Boyer of the University of Oregon, President G. W. Peavy of  
Oregon State College, President J. A. Churchill of Oregon  
Normal School, President Walter Redford of Southern Oregon  
Normal School, President H. E. Inlow of Eastern Oregon Nor-  
mal School.

Secretary Byrne reported that he had received a letter from  
Robert W. Ruhl, newly appointed member of the Board, express-  
ing his pleasure at becoming a member and indicating that he  
would be unable to be present at the first meeting.

President Marks reported that Dr. Sammons was absent because  
of illness and that Mr. Oliver had been unable to come be-  
cause of emergency business matters requiring his attention.

MINUTES  
APPROVED

The Board voted to dispense with the reading of the minutes  
of the last meeting on January 27, 1936 and approved the min-  
utes of this meeting as they appeared in the docket.

CHEMISTRY  
BUILDING  
REPAIR

F. E. Callister, Chairman of the Buildings, Grounds, and Cap-  
ital Outlay Committee, made the following report in regard to  
the Chemistry Building at the State College:

"The Buildings, Grounds, and Capital Outlay Committee called  
for a report from the State College on the condition of the  
Chemistry Building. A carefully prepared report was sub-  
mitted which brought out clearly the following facts:

I. That a new Chemistry Building is very badly needed  
from the standpoint of efficiency of instruction."
2. That an emergency exists in the use of the present Chemistry Building from the standpoint of fire hazard and also from the standpoint of structural safety.

"The Committee, after studying the report carefully and discussing it at the committee meeting yesterday, is making the following recommendations on the Chemistry Building:

That a new Chemistry Building be the next project on the building program for the State System, and that the Finance Committee, working with the Chancellor, should investigate the possibility of financing this building through the building fee and through federal construction funds if and when such funds are available;

That the Board immediately provide the necessary funds to correct the extreme fire and structural hazards consisting of the following items:

- Installing rods through the building to strengthen walls . . . . . . . . . . . . . . . $1,516
- Repair of cracked lintels and caps and stone in outside walls . . . . . . . . . . . . 800
- Addition to interior supports through addition of heavy timber supports . . . . . . 700
- Fire escape on west side of building . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 600

Total $3,656"

The Board voted to approve the report of the Buildings, Grounds, and Capital Outlay Committee, and authorized the expenditure of $3,656 from the Board's unappropriated funds for the necessary repair of the Chemistry Building.

TEST OF ROOF ARCHES, E.O.N.S. GYMNASIUM

F. E. Callister, Chairman of the Buildings, Grounds, and Capital Outlay Committee, then made the following report in regard to roof arches in the gymnasium of the Eastern Oregon Normal training school:

"Board members will be interested to know that the test on the structural adequacy of the roof arches in the new gymnasium at La Grande has been completed and the structure found entirely adequate by the engineers who made the test. Approval of the results, however, has not yet been received from Washington, but no further difficulty is anticipated."
C. A. Brand, Chairman of the Curricula Committee, reported that, upon recommendation of President Boyer and with the concurrence of President Peavy and Chancellor Hunter, the Curricula Committee was recommending that the Board approve a list of course additions submitted by the University for inclusion in the 1936-37 catalog, supplementing the original curricular report of the University dated January 17 and approved by the Board on January 27, 1936.

The Board voted to approve the report of the Curricula Committee and the additional courses requested by the University in its supplementary report. (Copies of this report dated March 5, 1936 are on file in the Board's office and are an integral part of these minutes.)

Upon the recommendation of the Finance Committee, the Board voted to confirm the action of the committee in taking title to the Miner Building at Eugene and approved the following trust indenture entered into with H. T. Miner, surviving donor of the building:

THIS INDENTURE made this 26th day of February, 1936 by and between H. T. Miner of the City of Eugene, County of Lane and State of Oregon, hereinafter referred to as the "Donor", and the STATE OF OREGON, hereinafter sometimes called the "State",

W I T N E S S E T H:

THAT WHEREAS the Donor's brother W. E. Miner, during his lifetime conveyed to Security Savings and Trust Company, a corporation organized and existing under and by virtue of the laws of the state of Oregon, hereinafter referred to as the "Trustee", in trust for the State of Oregon for the use and benefit of the University of Oregon, the following described parcels of real property, situated in the City of Eugene, Lane County, Oregon, to wit:

PARCEL No. 1. The East 60 feet of Lots 2 and 3, in Block 13, of Mulligan's Donation to Lane County, Oregon, the plat of which is recorded on page 122 of Volume A of the Records of Deeds for Lane County, Oregon.

PARCEL No. 2. Beginning at a point on the South line of 9th Avenue in Eugene, Lane County, Oregon, as said street is now established, which said point is 60 feet West from the Northeast corner of Lot numbered 2, in Block numbered 13 of what is known and designated as Mulligan's Donation to Lane County, the plat of which is
recorded on page 122 of Volume A of the Record of Deeds for Lane County, Oregon, and running thence West on the South line of said 9th Avenue a distance of 42.45 feet, more or less, to the East wall of a brick building now erected on the West end of said lot 2 thence South along the line of said brick wall as same is now erected, a distance of 80 feet; thence East parallel with the South line of said 9th Avenue a distance of 42.39 feet, more or less, to the East line of Grantor's premises in said Block 13 and being South of Beginning point, thence north 80 feet to the place of beginning.

Also, Beginning at the Southwest corner of the above described premises and running thence East on the South line of said premises 42.39 feet, more or less, to the Southeast corner thereof, thence South 10 feet, thence West to a point 10 feet South of the beginning point; thence North 10 feet to the place of beginning, being a part of Lot 3 in Block 13, Mulligan's Donation to Lane County, Oregon, as platted and recorded on page 122 of Volume A of the Record of Deeds for Lane County, Oregon, and now being in the City of Eugene, Lane County, Oregon.

AND WHEREAS coincidently therewith said W. E. Miner and the Trustee executed a certain indenture of trust defining the trusts upon which said property was conveyed to the Trustee; and

WHEREAS at the time of the conveyance of said property as aforesaid and the execution of said trust indenture between said W. E. Miner and the Trustee the Donor was the owner and holder of a certain mortgage dated July 16, 1929, covering the above described Parcels of real property, but which mortgage was subordinate to a mortgage executed by the said W. E. Miner to California-Western States Life Insurance Company, upon which mortgage there was unpaid at the time of said conveyance substantially the sum of $160,000.00 and as an inducement to the said W. E. Miner to convey said property upon the trusts specified in said trust indenture to the Trustee the donor coincidently therewith satisfied and discharged said mortgage of record; and

WHEREAS, The State Board of Higher Education of the State of Oregon by virtue of a resolution duly adopted by said Board at a meeting regularly called and held in the City of Portland, Oregon, on the 23rd day of January, 1933, accepted said property and the gift thereof according to the terms of said declaration of trust; and
WHEREAS said W. E. Miner died shortly after the making of said deed and the execution of said declaration of trust, and by the terms of said declaration of trust all rights, privileges, benefits and income reserved by the said W. E. Miner were upon his death to accrue to the donor and after the death of said W. E. Miner the donor desiring to make a further donation to the State of Oregon and to release to the Trustee for the benefit of the State of Oregon and upon the Trusts in the said indenture of trust specified executed to the Trustee an instrument dated May 24, 1933, whereby he granted, transferred, set over, released and relinquished unto the Trustee, in trust for the State of Oregon all estates, rights, titles, interests, privileges and benefits in or to the real property so conveyed and above described or respecting the same and/or the income therefrom reserved or accruing to the Donor under and pursuant to the terms of said trust agreement of February 21, 1935, in consequence of the death of his aforesaid brother W. E. Miner or otherwise, but upon the condition that there should be paid to the Donor out of the net income of said properties accruing or to accrue to the Donor pursuant to the terms of said trust agreement the sum of $250.00 per month payable monthly, which sums should be cumulative, provided that any moneys due thereunder and unpaid at the time of the death of the Donor should be forgiven and the payment thereof waived, which further donation by the Donor was duly accepted by the State Board of Higher Education; and

WHEREAS it was provided in and by said trust indenture executed between said W. E. Miner and the Trustee that upon the death of the said W. E. Miner all estates, rights, privileges and benefits reserved by the aforesaid trust indenture to the said W. E. Miner or to the said W. E. Miner and the Donor should accrue to and become vested in the Donor and that if the State of Oregon should fail to use the proceeds of the said trust for the purposes therein specified during the lives of said W. E. Miner and the Donor, or the survivor of them, said trust should at the option of them or the survivor of them be revoked, and if said proceeds or any portion thereof should be diverted to any other institution or purpose than that specified in said declaration of trust during said time the Trustee was directed and authorized at the request of said W. E. Miner of the donor or survivor of them to re-convey said premises to said W. E. Miner and the Donor, or the survivor of them; and
WHEREAS by virtue of the provisions of said trust indenture executed coincidently with the conveyance of said property by the said W. E. Miner in trust for the State of Oregon the Donor has succeeded to and become vested with all estates, rights, title, interests, privileges, benefits and authority in or to the real property so conveyed or respecting the same and/or the income therefrom thereby reserved either to the said W. E. Miner or to the said W. E. Miner and the Donor; and

WHEREAS said trust indenture provided upon the death of both said W. E. Miner and the Donor certain provisions for the benefit of Virgie C. Miner, wife of the Donor, during her lifetime and that subject to the charges upon the income of said property said gift and the income therefrom should be used and applied for the following purposes:

(a) For the maintenance of a chair of instruction of real estate and insurance in the School of Business Administration of the University of Oregon, the occupant of said chair to be known as the "Miner Professor of Real Estate and Insurance,"

(b) For the defrayal of the expenses of investigation and research, under the direction of the Miner Professor of Real Estate and Insurance in the following, and allied, fields: (1) the administration of State and municipal government; (2) the reclamation of land; (3) real estate subdivision development; (4) real estate; (5) insurance; (6) such other research and investigation related to real estate and insurance as from time to time may appear to be for constructive social and economic development.

(c) For the maintenance and support of additional instruction in real estate, insurance and allied fields;

(d) For the maintenance and support of teaching and research scholarships and fellowships in real estate and insurance and allied fields.

AND WHEREAS said trust indenture provided that upon the request of a majority of the members of the State Board of Higher Education of the State of Oregon said trustee should with the consent of said W. E. Miner
and the Donor or the survivor of them convey and transfer the properties forming the corpus of said trust to the State of Oregon for the purposes above specified and said request has been made and the same is hereby consented to, advised and directed by the Donor; and

WHEREAS it is the intent and desire of the Donor that subject only to the payment of the annuity to the Donor reserved as a charge upon the net income from said property by said indenture of May 24, 1933 and the terms of said indenture of trust making provision for Virgie C. Miner upon the death of the Donor, for the purposes specified in Paragraphs (a), (b), (c), and (d) foregoing the absolute fee simple title to the properties forming the corpus of said trust should be and become vested in the State of Oregon in trust for the University of Oregon for the purposes aforesaid, free and clear of all estates, rights, title, interests, privileges, benefits or control on the part of the Donor except the annuity hereinafter expressly reserved and subject to the sole and absolute control without restriction or limitation of The State Board of Higher Education of the State of Oregon;

NOW THEREFORE, in consideration of the premises the Donor does hereby give, grant, bargain, sell convey, confirm release and relinquish unto the STATE OF OREGON for the use and benefit of the University of Oregon for the purposes specified in Paragraphs (a), (b), (c) and (d) foregoing the above described real property and all estates, rights, title, interest, privileges, benefits and authority, in, to or over the same and respecting the same and the income therefrom now vested in the Donor or to which he may be or become entitled, subject only to the charge upon said income of an annuity in favor of the Donor reserved by said instrument of May 24, 1933 and subject only to the terms of said trust indenture of February 21, 1933 making provision for the maintenance, care, comfort and wellbeing of Virgie C. Miner and the defraying of the expenses of her last sickness, funeral and burial and the erection of a suitable monument or marker over her final resting place, and does hereby authorize, empower and direct THE FIRST NATIONAL BANK OF PORTLAND which by virtue of its merger and consolidation with said Security Savings and Trust Company has succeeded to and become vested with the title to said real property so conveyed in trust and all rights, powers, authority and responsibility under said trust indenture to convey the same to the STATE OF OREGON for the use and benefit of the University of Oregon for the purposes set out in Paragraphs (a), (b), (c), and (d) foregoing and expressly disavowing any intent to limit the generality of the previous grants and relinquishments hereinafore contained the Donor does hereby expressly release and relinquish unto the STATE OF OREGON the rights and privi-
leges reserved in the aforesaid indenture of trust of February 21, 1933 to manage said property and business and receive compensation therefor or to employ and fix the compensation of assistants, the right reserved to the Donor by said trust indenture to be provided free of cost for his personal use or the use of any one directly employed by him an office or offices in the buildings situated on said realty designated as Parcel No. 1, the provisions of said trust agreement that said property should not be sold without the written approval of the Donor and the right in said trust agreement reserved in the event of the destruction of the buildings on said real estate by fire or other casualty to approve the manner of applying or using the proceeds of any insurance thereon hereby waiving and renouncing all such rights, privileges, benefits, and control and does hereby likewise expressly waive, renounce and release and relinquish unto the STATE OF OREGON all provisions, conditions and requirements of said trust indenture of February 21, 1933 respecting the accumulation from the income of said properties of amounts representing depreciation on the buildings on said real property and rescinds and revokes all such provisions of said trust indenture to the end that the determination of the amount of such accumulations, if any, shall be exclusively in the discretion and control of The State Board of Higher Education of the State of Oregon.

The Donor further hereby expressly waives, revokes, renounces, rescinds, relinquishes and releases each and every restriction and direction in said trust indenture of February 21, 1933 contained respecting the management and control of said properties and business, the sale and disposal thereof and the management and control of the proceeds arising from such sale or disposal thereof and all authority over the same including, but not limited to the provisions of said trust indenture constituting certain officials of the University of Oregon a committee and purporting to vest in said committee certain powers and authority respecting the management and control of said properties and business, the sale or disposal thereof and the management and control of the proceeds arising therefrom the provisions of said trust indenture to the effect that the application of the funds arising from said trust to the purpose for which the same was created should be determined by the Miner Professor of Real Estate and Insurance with the approval of the President or corresponding administrative head of the University of Oregon.
or the Dean or corresponding academic head of the School of Business Administration of the University of Oregon and any and all other power, direction or authority purported to be vested in said committee, and grants, directs and agrees that all such matters shall be exclusively in the direction and under the control of said The State Board of Higher Education of the State of Oregon with full authority however to accumulate such sums from the income from said properties as it may deem wise and provided always that said property and the proceeds of the sale thereof and all accumulations of income therefrom shall constitute an endowment the income from which shall be used for the purposes specified in Paragraphs (a), (b), (c) and (d) foregoing.

IN WITNESS WHEREOF I have hereunto set my hand and seal to two duplicate originals of this indenture, one to be delivered to The State Board of Higher Education of the State of Oregon and the other to The First National Bank of Portland, successor to said Security Savings and Trust Company, the day and year first above written.

H. T. MINER (signed)

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<tr>
<th>MILEAGE RATE ON PRIVATE CARS</th>
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<tr>
<td>Upon the recommendation of the Finance Committee, the Board voted to lower the mileage rate to be paid employees for the use of private cars in the transaction of state business from 5 to 4 cents per mile in accordance with the recent action of the State Board of Control regarding cars used by state employees.</td>
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<th>SAVAGE ESTATE SETTLEMENT</th>
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| Upon the recommendation of the Finance Committee, the Board voted to confirm the action of the Executive Committee in authorizing the Comptroller to sell endowment securities valued at approximately $15,000 and to invest the proceeds at 4½ per cent per annum in properties of the Elizabeth E. Savage estate, in which the Doernbecher Memorial Hospital was the residuary legatee; to obtain clear title to the properties of the estate, to manage and lease the property until such time as sale thereof can be effected, and to sell a few furniture items which constitute part of the estate, the Board to underwrite the loan so that no loss of interest or of principal would be suffered by the endowment funds making the $13,000 advance; and also voted to authorize the president and secretary of the Board to execute a quitclaim deed to Sam E. Ackley and Eva M. Ackley, purchasers of the piece of property designated as South ½
Lot 17 North 31' Lot 16, Block 48, Irvington, Portland, the sale of this property having been made by the United States National Bank as trustee of the Savage estate.

MONTHLY BUDGET ESTIMATES

E. O. Pease, Acting Chairman of the Finance Committee, made the following report on the program worked out with State Budget Director Wharton to comply with the Governor's request for monthly budget estimates:

"In response to the request of the budget department of the state for monthly budget estimates, the Chancellor and his staff worked out a plan with Budget Director Wharton for complying with the request. The Finance Committee wishes to call attention to the fact that in supplying these monthly budget estimates the cost to the Board will probably be at least $2,000 a year. The Finance Committee also wants to indicate that the carrying out of the inventory law under the direction of the State Property Comptroller will mean an added expense of some $2,400 to $3,000 a year. Changing the method of handling Board funds will also entail an additional expense of some $5,000 a year. The Board, of course, is anxious to cooperate in all these matters but the Finance Committee wants to call the attention of the Board to the fact that an added expense of some $7,000 a year is entailed in complying with these laws.

"Following is a summary of the requirements of the Budget Director to meet the provisions of Chapter 94, Oregon Laws 1935:

A detailed financial statement is to be submitted each month reporting expenditures and receipts for a three-month period in the previous year, the actual expenditures and receipts for the last calendar month in the current year, the estimates for the present month of the current year, and the estimated receipts and requested expenditures for the ensuing month of the current fiscal year.

Expenditures for requisition items, that is, materials, supplies, equipment, and miscellaneous expense, are to be reported according to approximately 150 classifications; e.g., light globes, soaps and cleaners, gasoline and lubricants, etc.
The goal sought by this law is to permit the Governor in his discretion to supervise and control expenditures of state departments.

The estimates of expenditures when approved by the Governor are certified to the Secretary of State, such certification being, in effect, a budget allotment for the ensuing month. Payments of obligations shall be limited to the disbursements thus authorized in the approved statement."

F. E. Callister, Acting Chairman of the Insurance Committee, made the following report on the recent fire in the Armory at the State College:

"Board members undoubtedly know that a fire occurred in the armory on the morning of February 18 and did considerable damage to that structure. College officials prepared a careful report on the damage, which was approved by the Chancellor and the President of the Board and submitted to the Board of Control. The estimated loss and replacement cost on the state-owned property was $16,156.81. There was some loss on federal property and a small loss on private property in the building. The federal government will make full restoration on the loss of its property.

"Repair of the damage by the College authorities was immediately approved by the state officials, with a full allowance of $16,156.81 from the restoration fund. Some changes will be made in the structure in order to make it more useful and to provide additional space. This is merely a report to the Board and no action is required."

Mr. Callister then made the following report on insurance for new P.W.A. buildings when completed:

"The contracts on the new buildings entered into with the federal government call for 'adequate insurance.' With the completion of the training school at Eastern Oregon Normal School and the gymnasium at Oregon Normal School, federal authorities have written asking what insurance is going to be provided on these buildings. Since there is now only about $60,000 in the restoration fund, the problem involves whether or not the Board should take commercial insurance on the difference between the $60,000 in the fund and the total value of the building which would be subject to fire loss; whether or not to purchase complete coverage from commercial companies, in addition to paying the Board's allotment into the state restoration fund as required by law; and whether or not to attempt to get the federal authorities to accept the restoration fund as adequate insurance.
"A table showing these various alternatives and the cost of a blanket policy giving 100 per cent coverage on any one building and 90 per cent overall insurance, which was studied carefully by the Insurance Committee at its meeting yesterday, shows that the cost of this policy would be about $3,000 in addition to the $1600 which will have to be paid into the restoration fund."

Upon recommendation of the Insurance Committee, the Board voted to refer to the Executive Committee with power to act the matter of insurance on the new buildings financed through the Public Works Administration.

Mrs. Sackett, chairman of a special committee appointed by President Marks to study the regulations governing the payment of non-resident tuition, reported that the committee had carefully studied these regulations in consultation with the interinstitutional committee which enforces the regulations, and that the committee observed that, although the regulations were strict, they were not more stringent than those of neighboring states; that since the interinstitutional committee had taken over a coordinated administration of the regulations they had operated much more fairly than in the past; that a committee exists for the review of special cases desiring exemption from the regulations; that hardships were bound to exist wherever the human equation was involved; and that as a result of these findings, the committee recommended no change in the existing regulations governing non-resident tuition.

President Marks indicated that since no change was recommended the report of the committee was received and would be filed.

F. E. Callister, as the representative of the Board on the Memorial Union Board of Governors, reported that that body had the following suggestions which it would like the Board to consider at some appropriate time: that since the center of the campus was definitely moving west, the flag pole now in the east quadrangle might well be moved to a position in the west quadrangle; that the tennis courts be removed as soon as possible; that the sidewalk now being laid on the west side of the Memorial Union should be run straight across rather than forming an angle, when funds become available for the additional expense; and that the west quadrangle could appropriately be officially designated as Memorial Union quadrangle or Union quadrangle.
President Marks reported that the Board of Regents of the University of California had sent him a copy of a resolution which they had adopted similar to the one adopted by the State Board of Higher Education on January 27 providing for the equal division of the proceeds from certain land in the Mary J. L. McDonald estate located in Coos County, and that plans were being made to draw up the formal articles of agreement between the two boards on the basis of these resolutions.

President Marks also reported that certain taxes were delinquent on properties in Benton and Lake counties acquired through the Mary J. L. McDonald bequest, and the Board voted to refer this matter to the President with power to act.

President Marks reported that he had received a communication from Mrs. W. W. Gabrielson requesting that Chancellor Hunter be permitted to serve as honorary vice-president of a contemplated organization to be called the Oregon Society for Scientific Temperance Education, and the Board voted to concur in the Chancellor's serving in this capacity.

President Marks filed with the secretary communications received from Townsend Club § 14 of Eugene, Ophir Grange, Eagle Valley Grange § 656, and Lane County Pomona Grange in regard to the emeritus salary of Dr. W. J. Kerr and the cost of administering the State System.

A communication from Mr. Peter Zimmerman was read by President Marks requesting that the Board make military training voluntary at the University of Oregon and Oregon State College.

The Board voted to request the president to appoint a special committee to study the educational need for and advisability of compulsory military training and to bring in a report at a later meeting of the Board, the president to be an ex-officio member of the committee.

A communication was presented from Secretary of State Snell requesting that the Board place certain of its funds, hitherto held in a suspense account by the State Treasurer, into its general fund to be withdrawn only by warrants issued by the Secretary of State.

Secretary Byrde reported that, with the approval of the Chancellor, he and the Comptroller had conferred with the Secretary of State and the Attorney-General and had drawn up the
following plan which met with the approval of the state officials concerned and which had been considered by the Finance Committee:

That disbursements be audited by the Secretary of State and payment made by his warrant in the case of the following accounts:

State appropriations.
County appropriations for agricultural cooperative extension work.
Direct receipts accruing to the benefit of the Department of Higher Education such as from fees, tuition, agricultural and other sales, dormitory receipts, etc.
Certain gifts and endowments accruing to the benefit of the various institutions of the Department of Higher Education.

That payment be made by check drawn by the Department of Higher Education on the State Treasurer and handled through the suspense account as at present as authorized by Chapter 246, Oregon Laws of 1931, in the case of the following accounts:

Payroll funds covered by warrant of the Secretary of State.
Deposit funds of students and of faculty and student organizations.
Gift and endowment funds held in trust and in effect deposited for distribution or payment to claimants, such as funds for student loans, prizes, scholarships, fellowships, awards to students, etc.

That the method of disbursing federal funds, which are not subject to regulation by state officials, remain as at present until such time as the State Treasurer might refuse to handle them. In this event, there probably would be no alternative except to have federal funds deposited in commercial banks and to incur the necessary expense to obtain securities from such banks in order to protect the deposits, and to make withdrawals by check issued by the treasurer of the State Board of Higher Education.
Upon recommendation of the Finance Committee, the Board voted to refer the entire matter of accounting relations with the state officials, including the method of handling funds, property inventory and control, and monthly budget estimates requested, to the Chancellor, the Secretary of the Board, the Comptroller, and such members of the Board or other officers of the staff as the committee may from time to time desire to enlist.

A resolution from the Oregon Butter and Ice Cream Makers Association was read commending the work of the Dairy Department at the State College and requesting that the Board provide additional funds for adequate laboratory facilities and modern machinery for research and educational work in the dairy manufacturing field.

The Board voted to instruct the secretary to acknowledge receipt of the resolution and to refer the matter to the Chancellor and the Finance Committee for consideration and later report to the Board.

A communication was read from President J. A. Churchill of Oregon Normal School requesting that permission be granted the Mountain States Power Company to move its power pole now located on Oregon Normal School property to the edge of the campus in order that it may not be too close to the new administration building.

The Board voted to grant the request of the Mountain States Power Company and to leave details of the adjustment to President Churchill.

The following report was made by Chancellor Frederick M. Hunter:

"May I report briefly some observations concerning the institutions of higher education of Oregon occasioned by my attendance upon the recent convention of the Department of Superintendence of the National Education Association, at St. Louis?

"It was possible by means of a survey-study made for program purposes of this convention, to see our own higher educational situation somewhat in perspective. This study was concerned with the movement toward centralization and unification as a policy of administration of the state-supported institutions of higher education in the United States."
When our Oregon institutions are thus compared with those of other states, and especially when the unified system is observed relatively, some very encouraging conclusions become perfectly clear. The State of Oregon is justified in its present trend of policy in the administration of higher education for the following very definite reasons:

1) The several institutions of higher education comprising the System are of unusually high quality in organization, personnel and service.

   a) The teaching program for youth and the fruition in capable and devoted leadership in the young citizenship of the State is unusually high in comparison with other states. The development of a single graduate school, supported by all the institutions of higher education of the State, administered by a single authoritative and responsible head, is possessed in the same degree by no other state.

   b) The research facilities of the institutions of higher education are centralized and unified, and bring both an economic and a scientific return to the State of immeasurable value. Millions of dollars a year are added to the income from the natural resources of the State by this unusually effective centralized research control.

2) No other state is able to secure such advantageous results at so low a cost. The unification of administrative control, the elimination of duplications and wastes, the reduction of total expenditure for higher education amounting to almost a million dollars, the decrease in academic positions amounting to nearly one hundred staff members, all have placed the Oregon State System upon a basis of economy found almost nowhere else in the United States in the administration of the function of higher education; in fact, in no state where the organization is similar to ours has this signal result been so well and so completely accomplished. What has been done here in a maintenance of a reasonably high quality of performance at a minimum cost. This is the result of the policy of developing and maintaining a system of highest standards in conformance to the high cultural aspirations of the people of the State and at the same time establishing a single-headed policy of administrative control.
(3) The unified administration under the State Board of Higher Education represents the forward point in the national movement for more economic administration. The administrative machinery in Oregon is decidedly in advance of that of other states representing this trend. Three of these, including Oregon, founded the program of unification upon a thoroughly scientific survey under the most authoritative and scientific auspices in the United States - the United States Office of Education. Two other states are moving in the direction of unified control, and are undertaking a pattern similar to that of Oregon.

"May I venture to point out the two principal needs of the System of Higher Education at the present time? In order that the plan of unified administrative control may become a firmly established state policy, and in order that the people of the State may realize to the full the fruits of years of development of six signally fine institutions of higher education, there must be a -

(1) Freedom to develop the System under authoritative and responsible expert guidance without molestation from political attack and continued interference from irresponsible groups with the administration of the detail of the System.

(2) Sufficient financial support to maintain and gradually advance the present high standards and to retain for services of the State the ablest and most scholarly of our staff members. Toward these ends the efforts of the State Board of Higher Education, the responsible government of the State of Oregon, and the citizenry of the State should be urgently directed."

NORMAL SCHOOL COURSE NUMBERS CHANGED

The Board voted to approve the change in the numbers of the seventh term courses for the normal schools approved at the January 27 meeting of the Board from 200 to 300 numbers in order to designate them as third year courses.

GIFT:

CARNEGIE CORPORATION

The Board voted to accept officially a gift of $500 from the Carnegie Corporation to the University for the placing of books on art and music in student living houses as temporary loans from the library, and instructed the secretary to make suitable acknowledgment to the donor.
The Board voted to grant a Certificate of Social Work to Dorothy Villiger, a 1930 graduate of the University who had failed at that time to pay the necessary certificate fee, with the understanding that the award be listed in the commencement program in June, 1936, with a notation to the effect that this was by special permission of the State Board of Higher Education.

The Board voted to approve a cooperative arrangement whereby the State Highway Commission will make available $5,000 to the Engineering Experiment Station of the State College to conduct investigational and experimental work on road materials in Oregon; the State College to make available the necessary equipment and supervision by regular staff members.

The Board voted to approve the following schedule of tuition, fees, board and room charges and other student costs for the fiscal year 1936-37:

**TUITION, FEES AND BOARD AND ROOM CHARGES**

Oregon State System of Higher Education

------------

**TUITION AND FEES**

University and College

<table>
<thead>
<tr>
<th></th>
<th>Per Term</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Undergraduates</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Resident Students</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td>$10.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>Laboratory and Course Fee</td>
<td>8.00</td>
<td>24.00</td>
</tr>
<tr>
<td>Health Service Fee</td>
<td>3.50</td>
<td>10.50</td>
</tr>
<tr>
<td>Building Fee</td>
<td>5.00</td>
<td>15.00</td>
</tr>
</tbody>
</table>

Total Resident Fee $26.50 $79.50

|                      |          |          |
| **Non-Resident Students** |          |          |
| Tuition              | $50.00   | $150.00  |
| Laboratory and Course Fee | 8.00 | 24.00 |
| Health Service Fee   | 3.50     | 10.50    |
| Building Fee         | 5.00     | 15.00    |

Total Non-Resident Fee $66.50 $199.50

Deposit (breakage, loss, etc.) 5.00

*Registration fees may be paid in three installments each term, if desired.*
University and College (continued)

<table>
<thead>
<tr>
<th>Graduate Students (including Graduate Assistants and Fellows)</th>
<th>Per Term</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Time Graduate Students - registering for 7 credits or more</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition .........................................................................</td>
<td>$10.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>Laboratory Fee ................................................................</td>
<td>$8.00</td>
<td>$24.00</td>
</tr>
<tr>
<td>Health Service Fee ................................................................</td>
<td>$3.50</td>
<td>$10.50</td>
</tr>
<tr>
<td><strong>Total Graduate Fee</strong> ..................................................</td>
<td>$21.50</td>
<td>$64.50</td>
</tr>
<tr>
<td>Part-Time Graduate Students - registering for 6 credits or less</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Credit Hour ..................................................................</td>
<td>$2.00</td>
<td></td>
</tr>
<tr>
<td>Deposit (breakage, loss, etc.) for all graduate students ....</td>
<td></td>
<td>$5.00</td>
</tr>
<tr>
<td>Staff Members ....................................................................</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Credit Hour ..................................................................</td>
<td>$1.00</td>
<td></td>
</tr>
<tr>
<td><em>(Staff members may audit courses without fee)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>(No deposit for breakage, loss, etc.)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part-Time Undergraduate Students - registering for 6 credits or less</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Credit Hour ..................................................................</td>
<td>$2.00</td>
<td></td>
</tr>
<tr>
<td>Deposit (breakage, loss, etc.) .......</td>
<td>$5.00</td>
<td></td>
</tr>
<tr>
<td>Auditors ...........................................................................</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Credit Hour ..................................................................</td>
<td>$1.00</td>
<td></td>
</tr>
<tr>
<td><em>(No deposit for breakage, loss, etc.)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Fees, Deposits and Fines ....................................</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Late registration ................................................................</td>
<td>$1.00 to $5.00</td>
<td></td>
</tr>
<tr>
<td>Change of program ................................................................</td>
<td>$0.25</td>
<td></td>
</tr>
<tr>
<td>Reinstatement fee ................................................................</td>
<td>$2.00</td>
<td></td>
</tr>
</tbody>
</table>
University and College (continued)

Special Fees, Deposits and Fines (continued)

<table>
<thead>
<tr>
<th>Special Examination Fee (each course)*</th>
<th>$2.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transcript Fee (one furnished without cost)</td>
<td>$1.00</td>
</tr>
<tr>
<td>Graduation Fee (including $2.00 alumnus fee)</td>
<td>$6.50</td>
</tr>
<tr>
<td>Penalty for delinquent payments of registration fee</td>
<td>$0.25 per day</td>
</tr>
<tr>
<td>Gym suit service fee</td>
<td>$2.00 per term</td>
</tr>
</tbody>
</table>

*Graduate students taking the preliminary or final examination when they are not enrolled at the time are assessed a $10 fee for the examination. A student enrolled for a limited amount of graduate work requiring a tuition fee of less than $10 shall pay an examination fee equal to the difference between the amount paid as tuition and the $10 examination fee.

#Charged only at University for courses where gymnasium suit required.

Normal Schools

Regular Registration Fee

Resident Students

<table>
<thead>
<tr>
<th>Tuition</th>
<th>$6.00</th>
<th>$18.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Service Fee</td>
<td>$3.00</td>
<td>$9.00</td>
</tr>
<tr>
<td>Building Fee**</td>
<td>$5.00</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

Total Resident Fee | $14.00 | $42.00 |

Non-Resident Students

<table>
<thead>
<tr>
<th>Tuition</th>
<th>$12.00</th>
<th>$36.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Service Fee</td>
<td>$3.00</td>
<td>$9.00</td>
</tr>
<tr>
<td>Building Fee**</td>
<td>$5.00</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

Total Non-Resident Fee | $20.00 | $60.00 |

**Advanced students who have already obtained Normal School diplomas are not assessed the building fee.
Normal Schools (continued)

Special Fees (uniform at all normal schools)

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduation fee</td>
<td>$4.50</td>
</tr>
<tr>
<td>Diploma</td>
<td>($5.50)</td>
</tr>
<tr>
<td>Alumni</td>
<td>($1.00)</td>
</tr>
<tr>
<td>Transcripts</td>
<td>1.00</td>
</tr>
</tbody>
</table>

Medical School

Medical Students

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Per Term</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Registration Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resident tuition and laboratory fee</td>
<td>$80.00</td>
<td>$240.00</td>
</tr>
<tr>
<td>Non-resident tuition and laboratory fee</td>
<td>100.00</td>
<td>300.00</td>
</tr>
<tr>
<td>Breakage deposit (first and second years)</td>
<td></td>
<td>15.00</td>
</tr>
<tr>
<td>Breakage deposit (third and fourth years)</td>
<td></td>
<td>10.00</td>
</tr>
<tr>
<td>Entrance deposit (includes $5.00 matriculation fee and $20.00 tuition fee)</td>
<td></td>
<td>25.00</td>
</tr>
<tr>
<td>Special Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matriculation fee (not refundable)</td>
<td>5.00</td>
<td></td>
</tr>
<tr>
<td>Graduation fee (including $2.00 alumni fee)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Late registration fee</td>
<td>6.50</td>
<td></td>
</tr>
<tr>
<td>Transcript fee (one furnished without cost)</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td>Microscope rental fee (for students who wish to rent microscopes)</td>
<td>3.00 to 4.00</td>
<td></td>
</tr>
<tr>
<td>Special Students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Students, $4.50 per credit hour minimum</td>
<td>10.00</td>
<td></td>
</tr>
<tr>
<td>Auditors, per credit hour</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td>Breakage deposit when registered in laboratory courses</td>
<td>5.00</td>
<td></td>
</tr>
</tbody>
</table>
Medical School (continued)

<table>
<thead>
<tr>
<th></th>
<th>Per Term</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Students* (including Graduate Assistants and Fellows)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-Time Graduate Students - registering for 7 or more credits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td>$10.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>Laboratory Fee</td>
<td>10.00</td>
<td>30.00</td>
</tr>
<tr>
<td>Total Graduate Fee</td>
<td>20.00</td>
<td>60.00</td>
</tr>
<tr>
<td>Part-Time Graduate Students - registering for 6 credits or less</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per credit hour</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td>Deposit (breakage, loss, etc.)</td>
<td>5.00</td>
<td></td>
</tr>
<tr>
<td>(No non-resident fee)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Students in Nursing

Regular Registration Fees

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-nursing students</td>
<td>$45.00</td>
<td></td>
</tr>
<tr>
<td>Undergraduate students, per credit hour</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>Advanced nursing students, per credit hour (Max., $30)</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>Non-resident fee (additional)</td>
<td>20.00</td>
<td>60.00</td>
</tr>
<tr>
<td>Breakage deposit for pre-nursing students</td>
<td>5.00</td>
<td></td>
</tr>
</tbody>
</table>

Special Fees

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduation fee (If certificate also at same time, $2.50 additional)</td>
<td>6.50</td>
<td></td>
</tr>
<tr>
<td>Late registration fee</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td>Transcript fee (one furnished without cost)</td>
<td>1.00</td>
<td></td>
</tr>
</tbody>
</table>

(Auditors not permitted to substitute for regular courses for purposes of payment of smaller fees.)

*Students enrolled in the Medical curriculum are not assessed the graduate fee.
Summer Session Fees

University and College

Regular Students*
Six-Week Session .................................................. $20.00
Post Session ......................................................... 10.00
(No non-resident tuition)

Part-Time Students - registering for not more than
3 hours
Per credit hour ......................................................... 3.00

Auditors
Six-Week Session, per course ..................................... 5.00
Post Session, per course ........................................... 2.50

Coaching School
Registration fee ......................................................... 10.00
Fee for students taking only one or two courses ... 5.00
Fee for students also enrolled in regular
session ................................................................. 5.00

Special Fees*
Late registration† ....................................................... $1.00 to 3.00
Change of program ..................................................... .25
Examination fee for graduate students not enrolled 10.00
Gymnasium and recreation fee .................................. 2.00

Normal Schools

Twelve-Week Session
Registration fee ......................................................... 9.00
Building fee‡ ............................................................ 5.00
Associated Student fee (optional) ................................ 5.00

First or second six-week session, taken separately
Registration fee ......................................................... 9.00
Building fee‡ ............................................................ 2.50
Associated Student fee (optional) ................................ 2.50

Special two-week session ........................................... 9.00

(No non-resident tuition)

*Special additional laboratory fees are charged for certain
courses as indicated in the catalog course descriptions.
†Charged at Eugene only.
‡Advanced students who have already obtained Normal School
diplomas are not assessed the building fee.
General Extension

Number of Credit Hours | Non-Credit
--- | ---
Two | Three | Four | Five

Correspondence Study*

| Registration fee | none |
| Course fees** | $5.00 | $7.00 | $9.00 | $11.00 | $5.00 |

Group Study:***

| 5 to 9 students | each | 4.00 | 6.00 | 7.00 | - | - |
| 10 or more students | each | 3.00 | 5.00 | 6.00 | - | - |

Entrance Courses, each
1/2 unit, $7.00
Non-resident fee, additional, per course or section | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |

Entrance Examinations—each unit or fraction | 5.00 |
Parent Teacher Outlines—each enrollment | 1.00 |
Home Reading Courses—each paper submitted | .10 |
Reading Circle Certificate | .50 |
Renewal fee (required when course not completed within year from enrollment) | 2.00 |

---

*Men in C.C.C. camps and others unable to pay full fee at once may pay in fixed installments and patients in State Tuberculosis Hospital and inmates of State Penitentiary may enroll without payment of fees, but no credit will be given until course fee is paid in full.

**Except for a few courses where expense necessitates larger fee.
General Extension (continued)

Extension Classes in Portland and Other Cities

Regular Registration Fees, per term, with or without credit:

<table>
<thead>
<tr>
<th>Hours</th>
<th>Undergraduates</th>
<th>Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 or 2 hours</td>
<td>$5.00</td>
<td>$6.00</td>
</tr>
<tr>
<td>3 hours</td>
<td>7.00</td>
<td>8.50</td>
</tr>
<tr>
<td>4 hours</td>
<td>9.00</td>
<td>11.00</td>
</tr>
<tr>
<td>5 hours</td>
<td>10.50</td>
<td>13.00</td>
</tr>
<tr>
<td>6 hours</td>
<td>12.00</td>
<td>15.00</td>
</tr>
<tr>
<td>7 hours</td>
<td>13.50</td>
<td>17.00</td>
</tr>
<tr>
<td>8 hours</td>
<td>15.00</td>
<td>19.00</td>
</tr>
<tr>
<td>9 hours</td>
<td>16.50</td>
<td>21.00</td>
</tr>
<tr>
<td>10 hours</td>
<td>18.00</td>
<td>23.00</td>
</tr>
</tbody>
</table>

Exceptions: When course given to satisfy less than required number of students, they pay entire cost. Students who enter after the middle of the term for no credit pay $5 for one, two or three courses. Staff members in the state higher educational institutions pay $1.00 per term hour.

Special Fees:

- Delinquent fee -- per week of delinquency $ .50
- Fees are delinquent after fourth week of classes.
- No fees accepted after ninth week.
- Diploma fee . . . . . . . . . . . . . . . . 6.50
- Laboratory, service, or course fees are charged in some cases, as indicated in course descriptions.
BOARD AND ROOM CHARGES
(Per Calendar Month)

<table>
<thead>
<tr>
<th></th>
<th>Board</th>
<th>Room</th>
<th>Single</th>
<th>Room</th>
<th>Board Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>University</td>
<td>$30.00</td>
<td>$33.00</td>
<td>$22.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College</td>
<td>27.00</td>
<td>29.50</td>
<td>22.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oregon Normal School</td>
<td>25.50</td>
<td>26.50</td>
<td>19.50</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Rugs and draperies are furnished by the University. Students are required to furnish only the blankets and towels. In the case of the girls' dormitory, the occupants must furnish an extra blanket.

# Students furnish towels, pillows, pillowcases, sheets, blankets and bedspreads. In the case of the girls' dormitories, the occupants must also provide curtains and rugs.

/ Furnishings include bed linen, blankets, bed spreads and towels. Student furnishes dressing table cover.

The official catalog of the institutions state that "payment for board and room is made in advance." Strict adherence to this regulation is imperative.

APPOINTMENT BUREAU FEES

<table>
<thead>
<tr>
<th></th>
<th>University</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial registration with Bureau</td>
<td>$3.00</td>
<td>$3.00</td>
</tr>
<tr>
<td>Fee for credentials if ordered by student</td>
<td>$0.25</td>
<td>$0.25</td>
</tr>
</tbody>
</table>
PROPERTY
INVENTORY
AND CONTROL

In order to carry out the program of property inventory and control agreed upon by the State Property Comptroller and an interinstitutional committee appointed by the Chancellor, the Board voted to approve a special appropriation of $500 to set up the property inventory and control system at the University (adequate inventories now existing at the other institutions in the system), and an addition of $150 to the budget of the Comptroller's office to carry out the program for the remainder of the fiscal year.

WPA CAMPUS
IMPROVEMENT
PROJECTS,
ADDITIONAL
FUNDS

The Board voted an appropriation of $3,207 to be added to the original authorization of $6,785 for completing the Works Progress Administration campus improvement projects at the State College.

EXTENSION
OF HEATING
TUNNEL

The Board voted to appropriate $3,500 as its contribution toward a Works Progress Administration project to extend the heating tunnel on the campus of the University to connect with the new physical education building, the funds to come from savings in various University budgets, when and if the project is approved by the federal government.

REQUISITION
BUDGET
ADDITIONS
TO CARE FOR
INCREASED
ENROLLMENT

The Board voted to approve the following additions to requisition budgets at the College to care for increased enrollment to the end of the fiscal year:

- Registrar's Office ............................................. $ 350
- English Department .......................................... 360
- Physical Education, Men's Department ................. 1,000
- Physical Education, Women's Department .......... 500

Total ......................................................... $2,210

REMOVAL
OF FARM
BUILDINGS

F. E. Callister, Chairman of the Buildings, Grounds, and Capital Outlay Committee, reported that the committee had given careful consideration to a request from the State College for funds to make possible the removal of certain farm buildings which were now in proximity to academic buildings on the campus. He indicated that the committee felt the removal of all these buildings was urgent but that probably funds could not be found for the project at the present time. However, he indicated that if the College officials would bring in a plan for the immediate removal of at least the dairy barn group, the committee would give earnest consideration to the project.
The Board approved the following personnel adjustments at the University, the State College, Southern Oregon Normal School, and in centralized activities:

Centralized Activities

ANDREW COMRIE, 
RESIGNATION

Resignation of Andrew Comrie, Chief Accountant in the central Business Office, effective March 1, 1936, and the appointment of Paul Walgren as Acting Chief Accountant at a base rate of $2,700, net salary $2,335.50, twelve-month basis, effective March 1, 1936, saving of $666.17 to be transferred to the wage budget.

University

E. W. ALLEN, 
SABBATICAL LEAVE

Sabbatical leave for Eric W. Allen, Dean of the School of Journalism, for the spring term on full pay to accept the travelling fellowship award of the Oberlaender Trust of the Carl Schurs Foundation for study in Germany, with the understanding that Dean Allen's work will be carried on in his absence by other staff members without additional expense to the University, and by substitutes reimbursed by Dean Allen.

LOUISE WEBBER, 
SALARY INCREASE

Increase in salary for Louise Webber, Secretary to the Dean of Personnel Administration, from $70 to $85 per month, effective as of November 1, 1935, funds for the increase to be transferred from the wage account to the salary account of the budget for the Dean of Personnel Administration.

R. C. CLARK, 
SABBATICAL LEAVE

Sabbatical leave for the spring term on full pay for Prof. R. C. Clark, Head of the History Department, to study Oregon history in the archives of the Hudson's Bay Company, Public Record Office and British Museum in London, and to attend the Fourth Anglo-American Historical Conference in London, Dr. Clark's work to be carried on by other staff members, without additional expense to the University.

H. E. ROSSON, 
N. T. STODDARD, 
RESIGNATION

Resignation of Hugh E. Rosson, Graduate Manager, and N. Thomas Stoddard, Assistant Graduate Manager, effective July 1, 1936. The entire salary of both men has been paid by the Associated Students.

K. W. ONTHANK, 
LEAVE OF ABSENCE

Leave of absence for half time on half pay for Karl W. Onthank, Dean of Personnel Administration, from March 1 to June 30, 1936, to serve as director for Oregon of the National Youth Administration. Budget saving of $610.30 for the remainder of the fiscal year.
Southern Oregon Normal School

A. L. Bowmer, Sabbatical Leave
Sabbatical leave on half pay from October 1, 1936 to July 1, 1937 for Angus L. Bowmer, Assistant Professor of English, to pursue advanced study in England. (This is in accordance with the Board's regulations on sabbatical leaves.)

A. C. Strange, Sabbatical Leave
Sabbatical leave on half pay for the summer term from June 15 to September 15, 1936 for A. C. Strange, Associate Professor of Education, for advanced study. (This is in accordance with the Board's regulations on sabbatical leaves.)

State College

D. C. Smith, Resignation
Resignation of D. C. Smith, Assistant Professor of Farm Crops and Assistant Agronomist in the Agricultural Experiment Station, to accept an appointment in the Bureau of Plant Industry, U. S. Department of Agriculture, effective February 17.

A. G. Lunn, Resignation
Resignation of Alfred G. Lunn, Head of the Department of Poultry Husbandry, effective January 1, 1936, to enter the commercial field; and transfer of H. E. Cosby, Specialist in Poultry Husbandry in the Extension Service, to succeed Professor Lunn, effective March 1, 1936, with no change in salary.

H. E. Cosby, Appointment

L. R. Breithaupt, Leave of Absence
Release of two-thirds of the time of L. R. Breithaupt, Extension Agricultural Economist, to the Federal Resettlement Administration, effective as of November 1, 1935, one-third of his salary to be paid by the Extension Service and two-thirds by the Resettlement Administration.

H. Hartman, Salary Adjustment
Change in time service for Professor Henry Hartman of the Department of Horticulture from a ten-month basis to a twelve-month basis and salary adjustment from a base rate of $3,670.86, net rate $2,977.09 to a base rate of $4,438.97, net rate of $3,800, effective April 1, 1936, with the added responsibility of being placed in charge of all research work in the Department of Horticulture. Only restricted federal funds involved.

L. S. Finseth, Resolution
The Board unanimously adopted the following resolution in regard to the services of Leif S. Finseth to the State Board of Higher Education:
WHEREAS, Mr. Leif S. Finseth served as a member of this Board from February, 1934 to the end of his term of appointment in March, 1936; and

WHEREAS, During this period Mr. Finseth devoted faithful and intelligent attention to the business of the Board, serving as chairman of the Insurance Committee and on other important committees including rules and by-laws, library, and buildings, grounds, and capital outlay; and

WHEREAS, His work was always characterized by earnest study of the matters before the Board and the committees on which he served, by independent thinking and courageous action, and by a grasp of educational and business affairs so helpful during the formation of the campus building programs; Therefore, be it

RESOLVED, That this Board express its deep appreciation for the effective service rendered to higher education by Mr. Finseth during his term of office, and that the Board extend to him its best wishes for continued success and happiness.

President Marks appointed the following special committees to study the question of military training and bring in a report to the Board: B. F. Irvine, chairman; Beatrice Walton Sackett, and Norman Oliver.

President Marks expressed the appreciation of the Board for the courtesy and hospitality of the State College staff, and commended the editor of the Barometer for its excellence.

President Marks announced that, in accordance with the Board's policy of visiting the various units of the state system, the next meeting of the Board would be held at the Southern Oregon Normal School, meetings having already been held at the University, and at the Eastern Oregon Normal School.

The Board adjourned at 11:40 a.m.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Secretary