STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
LITHIA HOTEL, ASHLAND, OREGON
April 27, 1936, 10:00 a.m.

MEETING #67
A regular meeting of the State Board of Higher Education of
the State of Oregon was held at the Lithia Hotel in Ashland,
Oregon, on April 27, 1936.

ROLL CALL
The meeting was called to order by the President of the Board,
Willard L. Marks, and on roll call the following answered
present:

C. A. Brand  Robert W. Ruhl
F. E. Callister  Beatrice Walton Sackett
Willard L. Marks  E. C. Sammons

There were also present Dr. Frederick M. Hunter, Chancellor;
Charles D. Byrne, Secretary of the Board; President C. W.
Boyer of the University of Oregon; President G. W. Peavy of
Oregon State College; J. A. Churchill, Director of Element-
tary Teacher Training; President Walter Redford of Southern
Oregon Normal School; and President H. E. Inlow of Eastern
Oregon Normal School.

President Marks reported that communications had been re-
ceived from Mr. Pease and from Mr. Oliver indicating the im-
possibility of their attending the meeting held such a great
distance from their homes. Secretary Byrne reported that Mr.
Irvine had attended the committee meetings the day before
but, because of illness, was unable to come to this meeting.

President Marks then introduced Mr. Ruhl and welcomed him as
a newly appointed member of the Board.

MINUTES
APPROVED
The Board voted to dispense with the reading of the minutes
of the last meeting on March 9, 1936, and approved the minutes
of this meeting as they appeared in the docket.

MOVING OF
BARES AT
STATE
COLLEGE
F. E. Callister, Chairman of the Buildings, Grounds, and Cap-
ital Outlay Committee, made the following report in regard to
the relocation of barns at the State College:

"At a previous meeting of the Board, the State College offi-
cials were requested to bring in a report on the moving
of the dairy and hog barns which are now located in prox-
imity to the main buildings on the campus, especially the
Women's Building. The Building Committee went over the
report as submitted by President Peavy and his staff at
its meeting yesterday."
"According to the plans submitted, the total cost of moving the dairy barn group to a new location would be $54,997. However, if the project were conducted with WPA labor, estimated at $19,296, and with certain credits for salvage and for supervision by College men, the net cost to the Board would be $25,171. If some of the materials for the building could be secured from the government, the cost to the Board would be approximately $16,781.

"The report estimated the moving of the hog barn group at $17,028. Deducting the WPA labor, estimated at $7,005, and allowing credit for salvage material, etc., the cost of this project to the Board would be $8,023. If the government would supply one-third of the materials, the net cost to the Board would be $5,349.

"Realizing the importance of having these structures moved just as soon as possible, the Committee is recommending that the College officials be authorized to make applications for both of these projects to the Works Progress Administration on the basis of the net cost of $16,781 for the dairy barn group and $5,349 for the hog barn group, which assumes the WPA supplying labor and one-third of the materials. In the event that the WPA cannot approve the projects on this basis, the Committee is recommending that the hog barns be given precedence and that the College officials be authorized to negotiate with the Works Progress Administration on the basis of the government furnishing the labor only, with the Board contributing all materials at a cost of approximately $8,023."

The Board voted to approve the report of the Buildings, Grounds, and Capital Outlay Committee, and authorized the State College officials to make application for projects to move the dairy barns and the hog barns on the basis of the Works Progress Administration furnishing labor and one-third of the materials at a total cost to the Board of $22,130, and, in case the projects were not approved on this basis, to make application for the moving of the hog barn group, with the Works Progress Administration furnishing the labor, at a cost to the Board of $8,023.

Chairman Callister then made the following report in regard to a revised application for a dormitory at the Eastern Oregon Normal School:
"The Public Works Administration requested information on a revised application and plan of financing for the dormitory. The previous application had been turned down because of insufficient security back of the loan on the $80,000 project. President Inlow revised his original plans for the project on a $70,000 basis. This would include a girls' dormitory without dining facilities, remodeling the basement of the normal school building for a boys' dormitory, and utilizing the kitchen and dining facilities in the new training school for the dormitory occupants. Based on the present federal regulations, the $70,000 project would require a loan of $38,500. An amortization table on such a loan has been prepared and, assuming the present enrollment, the loan would be retired by 1952.

"The Building Committee has gone into the matter thoroughly with President Inlow and approves his plan. It is therefore recommended:

That the Board authorize the filing of a supplemental application for a dormitory at Eastern Oregon Normal School on the revised basis;

That the President and Secretary of the Board be authorized to execute whatever documents are necessary in filing this application with the Public Works Administration."

The Board voted to adopt the report of the Buildings, Grounds, and Capital Outlay Committee, approved the filing of a supplemental application for a dormitory at Eastern Oregon Normal School, and authorized the President and Secretary of the Board to execute the necessary documents in filing the application with the Public Works Administration.

ELIMINATION OF FIRE HAZARDS AT O.N.S.

F. E. Callister, Chairman of the Buildings, Grounds, and Capital Outlay Committee, made the following report in regard to the elimination of fire hazards at Oregon Normal School:

"The State Fire Marshal, after a survey of the campus of the Oregon Normal School at Monmouth, wrote President Churchill requesting the elimination of certain fire hazards involving a cost of about $1,000. After consultation with President Churchill, the committee feels that a further conference with the fire marshal would be advisable, with a view to modifying some of his recommendations. However, it is the opinion of the committee that the final recommendations of the fire marshal should be complied with in order to protect the Board, and the committee therefore recommends that Presi-
dent Churchill and Secretary Byrne be authorized to confer with the State Fire Marshal's office and make the necessary adjustments at a cost not to exceed $1,000."

The Board voted to approve the report of the Buildings, Grounds, and Capital Outlay Committee and authorized President Churchill and Secretary Byrne to make whatever adjustments were necessary after a conference with the State Fire Marshal's office, at a cost not to exceed $1,000.

ENGINEER FOR BOILER INSTALLATION AT U. OF O

At the request of F. E. Callister, Chairman of the Buildings, Grounds, and Capital Outlay Committee, E. M. Pallett, Executive Secretary of the University, reported that, since the new buildings would be completed some time during the coming year, the additional boiler necessary to provide adequate heat should be installed during the summer months. The Board had previously set aside some $20,000 for this purpose. In order to obtain the most efficient use of the heating plant, the University was requesting permission to employ an expert heating engineer at a fee of about $2,250 to survey the campus needs, prepare plans and specifications and supervise the installation of the boiler. Dr. Pallett also indicated that, because of the highly technical nature of the work, the employing of an engineer for this project had the approval of M. C. Phillips, heating consultant for the system.

Upon the recommendation of the Buildings, Grounds, and Capital Outlay Committee, the Board voted to authorize the Chancellor and the President of the University, together with any other officers concerned, to employ an engineer to prepare plans and specifications for the boiler and supervise its installation; and to advertise for bids on the project for presentation to the Board at its next meeting.

LABOR DISPUTE ON UNIVERSITY PHYSICAL EDUCATION BUILDING

Chairman Callister then reported that a dispute had arisen regarding the classification of labor on the physical education building under construction at the University. Feeling that this was a problem for the consideration of the officials of the Public Works Administration rather than the Board, the committee was recommending that the matter be referred to the Secretary of the Board for consultation with the Public Works Administration officials and, in case a change in labor classifications were deemed advisable, that the Executive Committee be authorized to act in settling the matter.
The Board voted to refer the matter of the labor dispute to Secretary Byrns for conference with officials of the Public Works Administration, and authorized the Executive Committee to act in case a change in labor classifications were deemed advisable.

**Acceptance of O.O.S. Gymnasium**

F. E. Callister, Chairman of the Buildings, Grounds, and Capital Outlay Committee reported that the committee had arranged to go to Momouth to inspect the completed gymnasium at the Oregon Normal School, and requested that the committee be given power to pass upon the building.

The Board authorized the Buildings, Grounds, and Capital Outlay Committee to take final action in accepting or rejecting the gymnasium at the Oregon Normal School at Momouth.

**Progress Report**

Chairman Callister made the following report on the progress of the buildings under construction or recently completed on the various campuses:

- **Eastern Oregon Normal Training School:** The building is completed and in use. As a result of the Federal government requiring the test on the roof arches, the construction account for the building was overdrawn by approximately $1,000 and it was necessary to use building fee funds which had been set aside for this emergency. However, in calculating the final grant requisition the Board would be entitled to an additional grant of $1,946.68. In making application for the final grant a requisition is being filed with the Public Works Administration for this amount of additional grant in cash. If this requisition is granted it will be unnecessary to use any building fee funds and there will be a small surplus in the construction account to take care of little refinements about the building.

- **Oregon Normal School Gymnasium:** The building is completed and ready for inspection and acceptance by the Board. This building was completed without any appreciable charge against the contingency fund. Consequently, there remained in the contingency fund approximately $1,500, $1,000 of which was used to purchase classroom, office and gymnasium equipment for the building and the remainder to paint the walls in some of the shower and locker rooms in the basement. The final grading and planting around the building remains to be done but President Churchill is planning to care for this out of his emergency fund.
O.N.S. Administration Building, Restoration of Alternates

Oregon Normal School Administration Building: The construction of the exterior of this building is getting well along and the contractor is keeping up to schedule. With no structural emergency arising, there remained a contingency fund of approximately $5,500 above the contract. At a meeting of President Churchill, Mr. Bennes, the architect, and Mr. Byrne a program of restoration of alternates was worked out as follows:

- Alternate A. Steel cabinets and counter $1,144
- Alternate B. Raisomining 752
- Alternate C. Linoleum flooring (in halls) 892
- Alternate D. Venetian blinds 1,215 $4,001

It was also agreed that the following additions should be requested:

1. Water-proofing brick walls $ 552
2. Linoleum in President's outer office and Business office (estimated) 200 $ 752

The total of all these items is $4,753

This leaves approximately $550 for any small changes that are necessary as the building progresses.

S.O.N.S. Gymnasium, Restoration of Alternates

Southern Oregon Normal School Gymnasium: Board members have had an opportunity to see the progress made on this building. There remained, after the construction contracts were let, approximately $2,700 in the contingency fund. At a meeting of President Bedford, Mr. Byrne and Mr. Bennes the following program in the restoration of alternates was agreed upon:

- Alternate D. Maple flooring $ 741
- Alternate F. Plumbing fixtures in locker and dressing rooms 347
- Alternate C. Lathing, plastering, and other wood trimmings in the office rooms on first floor 1,191

Total $2,279

It was also agreed that, when the emergency period was entirely over, Alternate E, replacement of lathing and plastering of ceilings in certain rooms in the basement, amounting to $230, would be reinstated. This would still leave some $200 for minor changes.
University of Oregon Library: The concrete exterior of the building is completed and the brick work on the wings is well along. The program of restorations and additions as approved by the Board at its January 27, 1936, meeting is being carried out. There remains in the contingency fund approximately $1,200 after all overhead expenses for the completion of the building have been budgeted.

University of Oregon Infirmary: The concrete exterior of the building is completed and the brick work is under way. Practically all the additions and changes approved by the Board have been requested through the Public Works Administration and there still remains slightly over $3,000 in the contingency fund. This is to be used at a later date, when the emergency period has passed, for the purchase of certain X-ray equipment. In order to make possible the carrying out of this program of additions and changes, $8,500 from health service fund balances was added to the construction account. This was in accordance with the program approved by the Board.

University of Oregon Physical Education Building: Excavation for this building is practically completed and concrete is being poured. Certain additions approved by the Board have been requested but many of the additions are being held up in order to conserve the contingency fund until the emergency stage in the construction of the building is passed. The unpledged balance at the present time is approximately $5,000 after all overhead costs through the construction period have been budgeted.

Oregon State College Infirmary: Practically all the exterior concrete work has been completed and the possibility of emergencies in the structure is passed. There remains in the contingency fund approximately $3,400. In order to request the restoration of alternates prior to the expiration of the ninety-day period stipulated in the contract, a meeting was held with Mr. Jensen, representing the College; Mr. Bennes, the architect; Director Reynolds of the Health Service, and Mr. Byrns. The following program was worked out for the restoration of alternates:

<table>
<thead>
<tr>
<th>Alternate</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>G</td>
<td>Interior finishing of first story (partial restoration)</td>
<td>$4,077.10</td>
</tr>
<tr>
<td>F</td>
<td>Asphalt and rubber tile flooring</td>
<td>1,020.00</td>
</tr>
<tr>
<td>D</td>
<td>Certain plumbing fixtures, range, refrigerators</td>
<td>1,820.00</td>
</tr>
<tr>
<td>C</td>
<td>Venetian blinds and screens</td>
<td>1,494.00</td>
</tr>
<tr>
<td>E</td>
<td>Cabinets, cases, and shelving in first story</td>
<td>1,094.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>$9,505.10</strong></td>
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</tbody>
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To complete this program requires the addition of $6,500 of health service fee balances which are available for this purpose. Sufficient funds still remain in the health service balances to care for any epidemic that might occur.

The Board voted to adopt the report of the Buildings, Grounds, and Capital Outlay Committee, and ratified the actions and recommendations contained therein.

APPLICATION
FOR LOAN
AND GRANT
TO FINANCE
CHEMISTRY
BUILDING
AT O.S.C.

At the request of Mr. Callister, Mr. Sammons, Chairman of the Finance Committee, reported on the possibility of refinancing the Memorial Union bonds. He said that, as a result of several conferences with housing house officials, he was quite sure the Memorial Union bonds could be refinanced on a very favorable basis. Such a plan would free a sufficient amount of the building fee to make possible the financing of a loan and grant for the construction of a chemistry building at the State College. Mr. Sammons indicated that he felt the application should be made to the federal government for a loan and grant totaling $400,000 for the construction of the chemistry building.

After some discussion of plans and site for the building, the Board voted to make application to the Public Works Administration for a loan and grant to finance a $400,000 chemistry building at Oregon State College, the loan to be financed from any or all of the unpledged portion of the $5 per term student building fee at the State College, and authorized the President and the Secretary of the Board to execute the necessary documents in connection therewith.

BUDGET FOR
1936-37
APPROVED

Chancellor Hunter presented the operating budgets, including personnel changes, for the fiscal year 1936-37 and indicated that they had been made up on the basis of a general 2.1 per cent reduction necessitated by the estimated reduction of $65,000 in the millage income for the coming year, and including a safe reserve for emergencies. Dr. Hunter requested that, since he had not had time to go over carefully the recommendations regarding assignments of rank and tenure, and the personnel adjustments, he would like to have authority to give further consideration to these personnel adjustments and to the budgets for alumni records, and to recommend any changes to the Board.
The Board voted to approve the operating budget, including personnel changes, for the fiscal year 1936-37 as presented, and authorized the Chancellor to review the budgets for alumni records, assignments of rank and tenure, and personnel adjustments, and to recommend changes to the Board.

REPORT OF CHANCELLOR

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

"In the budget submitted today for the operation of the institutions of higher education during the year 1936-37, the System of Higher Education is called upon to meet another cut. The reduction from the total in operating budget for the year 1936-37, in comparison with the operating budget for the current year, is 1.87 per cent. The necessity to again operate on a lower level is occasioned by an estimated millage income of $66,000 less than for the current year, and $438,000 less than for 1930-31.

"This further reduction in the operating budgets comes in the face of an increase in enrollment for the System during the past two years of 35 per cent, rising costs of supplies and equipment, and the necessity of providing a more adequate salary scale to hold staff members and secure replacements.

"For the past four years the institutions of higher education have been called upon to meet drastic curtailments in revenue for both operating and capital costs. I have already pointed out to the Board and to the friends of higher education in Oregon that the System of Higher Education is, in my judgment, producing better results at lower cost than similar institutions elsewhere in the Western States. I still maintain that this is true, but reductions cannot go on indefinitely. Already considerable impairment in teaching equipment, in instructional assistance, in necessary books for maintaining the libraries, in needed departments and courses, is becoming apparent. Total income from all sources this year has been $1,463,000 less than was received in 1930. When the reduction for the ensuing year is added, this becomes more than a million and a half dollars difference. Stated another way, the system has suffered reductions in state income alone averaging more than $1,000,000 a year since 1930. This is more than the amount now budgeted from state sources to any single institution. The curtailment in staff membership has been equally drastic. More than one hundred full-time staff members have
been eliminated in this period of retrenchment. And again, when the system as a whole faces an increase in enrollment estimated to be some eight or nine per cent during the 1936-37 academic year, another curtailment in staff occurs. This means but one thing, a heavy increase in teaching load and less attention to specialized and individual instruction and guidance.

"May I point out the results to the several institutions of the reductions included in this budget?

University of Oregon -
The elimination of almost one entire instructional department.
The elimination of 21 courses.
The reduction of staff by three full-time members, although enrollment has increased 29 per cent during the last two years.
The curtailment of library growth.
Severe reductions in requisition budgets for supplies and teaching facilities.

Oregon State College -
The reduction of staff by four full-time members, in the face of an enrollment increase of 60 per cent during the past two years.
Eleven staff members resigned to accept better-paying positions during the past year.
The curtailment of library growth.
Severe reductions in requisition budgets for supplies and teaching facilities.

Medical School -
The reduction of accommodations in the Children's (Doernbecher) Hospital to 25, or to practically half of the present operation.

Dean Dillehunt writes concerning this matter as follows: 'There remains only one source of decrease of expenditures in the Medical School, namely, a quantitative reduction in the number of patients cared for in the Children's Hospital. The hospital has 75 beds. It has been operating only 48, and in these 48 beds 2,300 patients were cared for during the last year, representing every county of the State. There is a waiting list of more than 500 at the present time, despite which, in order to save the sum indicated by the 2 per cent reduction in the budget, we have decided to close one floor of the hospital, beginning
May 15, 1937, and discharge the nursing personnel and other employees concerned with the operation of that floor. This will reduce the patient population of the hospital from 49 to 29. It will mean, of course, a still further accumulation of the waiting list and a reduction of the turnover to the extent of either preventing the care or deferring it for approximately 150 patients. It will reduce very considerably the teaching value of the institution in the training of medical students in diseases of children.

All Normal Schools -
Curtailment of library growth.
Reduction in requisition budget for supplies and equipment in the face of an increased enrollment of 25 per cent during the past two years and the state law requiring an additional term of work for teacher certification.

General Extension Classes -
Reduction in teaching staff.
Severe reduction in requisition budgets for supplies and teaching facilities.

"In the State System as a whole, the budgets for supplies, equipment, etc., which make for efficient student instruction, have been decreased more than $40,000, or nearly 5 per cent below the current year, despite the fact that 2000 more students will receive instruction than were enrolled two years ago.

"The people of Oregon certainly do not intend to impair their own productive resources and reduce the levels of cultural living in the State by inflicting damage upon the institutions of higher education. As has been abundantly shown by publications from these institutions, the research activities alone, in applying science to the resources of the State, produce an increased revenue of ten million dollars per year, at a cost of operation of less than $90,000 annually. The accretions to the development of Oregon which arise from the spiritual leadership and the technical contributions in current life, represent values wholly beyond measurement. It is obvious that additional revenue in considerable amounts must be available to the State Board of Higher Education if serious damage to this great source of wealth and advancement is to be avoided and if the institutions are to continue to operate upon efficient levels."

C. A. Brand, Chairman, reported that the Curricula Committee was recommending to the Board approval of the following curricula changes at the State College and the University:
HAd 470. Field Course in Home Economics in China, Japan, and Korea to be given on a tour of the Orient conducted by Dean Ava B. Milam of the School of Home Economics during the summer of 1937, carrying a credit of from 3 to 6 hours, with a registration fee of $20.

Listing of the Department of Philosophy at the University in the College of Arts and Letters as well as in the College of Social Science.

Establishment of a general major in arts and letters in the College of Arts and Letters at the University.

The following changes in course numbers at the University:


The Board voted to approve the report and recommendations of the Curricula Committee.

President Marks made the following report on behalf of the Executive Committee:

"When the experiment station in Medford was constructed several years ago, the State Board of Higher Education advanced the sum of $2,500 to Jackson County toward the purchase of a site and the erection of buildings. Jackson County furnishing the remainder of the funds. At that time it was understood that the federal government would contribute a certain amount, Jackson County would contribute a certain amount, and the State College would furnish technical aid and staff workers, and it was estimated that the income from the orchard, which the College would turn back to the station, would average a certain amount.

"Jackson County has paid all it agreed to pay and the federal government has contributed its share minus certain cuts that automatically reduced the amount. The amount to come from the State College was not pledged except in an estimate of the value of the crop made by the Director of the Agricultural Experiment Station."
This amount has not been forthcoming because of crop failures, fall in market prices, and the general depression. The result is that Jackson County has had to carry the burden of keeping the station going.

"At the regular session of the Legislature in 1935, a bill was introduced appropriating $5,000 for the station. Officials of the system, fearing another diversion of the millage funds, asked Jackson County representatives to withdraw the bill and in return the College would do whatever it could to assist the station. Due to drastically curtailed budgets the College was unable to contribute anything further to the operation of the station. At the last special session of the Legislature, therefore, a bill was passed appropriating $6,000 which has been used in the operating expenses of the station.

"The $2,500 which Jackson County was to pay back to the Board is now due, but it was suggested here yesterday by a delegation from the County Court that, if we could not contribute to the operation of the station, we could at least forget money already spent. They presented a strong case. We have a moral obligation to Jackson County. The proposal is that the County advance the $2,500 to pay the obligation contrived some years ago, and we will appropriate the $2,500 to the Medford Experiment Station.

"It seemed to Board members present yesterday that it should be done. That will solve the problem temporarily. Chancellor Hunter suggested that some plan should be worked out for the future operation of this station, which has been one of the most valuable in the whole system - perhaps a committee to work with a similar committee from the County Court - in order that the station may carry forward its distinguished program of research instead of competing with commercial orchards in order to obtain money to maintain itself, as it has been forced to do. It was suggested that Dean Schoenfeld and Secretary Byrne represent the Board in this matter."

The Board voted to appropriate $2,500 to the Medford Branch Experiment Station and authorized Dean W. A. Schoenfeld, Director of the Agricultural Experiment Station, and Secretary Byrne to represent the Board as a committee to cooperate with a committee from Jackson County in working out a satisfactory plan for the future operation of the station.

President Marks appointed Mr. Ruhl a member of the committee on Buildings, Grounds, and Capital Outlay; a member of the Rules and By-Laws Committee; a member of the Library Committee; and as chairman of the Insurance Committee.
President Marks reported that, because of his editorial position, Mr. Irvine had resigned as chairman of the special committee appointed at the last meeting to study the question of compulsory military training, and appointed Mr. Brand to succeed Mr. Irvine as chairman of that committee. Mr. Marks requested that the committee continue its investigations and bring in a report to the Board at a later meeting.

President Marks then reported that he had received many communications in regard to this question and turned them over to the new chairman for his consideration.

Mr. Byrne, Secretary, reported that he also had received several communications in regard to compulsory military training, and indicated that he would forward them to Mr. Brand for study by his committee.

President Marks filed with the Secretary many identical resolutions which had come to him from various groups in regard to the emeritus status of Dr. W. J. Kerr, and in regard to the administration of the state system of higher education.

In accordance with the by-laws of the Board, President Marks appointed the following members of the Board to visit the various institutions and officially represent the Board at Commencement, and to approve their lists of candidates for degrees and diplomas:

- Eastern Oregon Normal School  
- Oregon Normal School  
- Oregon State College  
- Southern Oregon Normal School  
- University of Oregon

Mr. Callister  
Mr. Sackett  
Mr. Irvine  
Mr. Ruhl  
Mr. Brand

Secretary Byrne then read a letter from Leif S. Finseth, retiring member of the Board, expressing his pleasure at having served on the Board and thanking the Board for its resolution of March 9.

The Board voted to accept officially a gift of $350 from the Douglas County Court for cooperative thrip control work, and instructed the secretary to make suitable acknowledgment to the donor.

The Board voted to accept officially a gift of $2,000 to the University from an anonymous donor for the study of history, and directed the secretary to make suitable acknowledgment to the donor.
The Board voted to accept officially the contributions totaling $5,193 made by Mrs. Gertrude Bass Warner to the Art Museum during the past year, and instructed the secretary to make suitable acknowledgment to the donor.

The Board voted to authorize the Medical School to collect a tuition of $90 per student for special work offered for public health officers and nurses training in cooperation with the United States Public Health Service, the amount so collected to be budgeted to the nursing education department.

The Board voted to adopt the following resolution regarding the management of the Miner Building at Eugene:

WHEREAS, by resolution duly adopted the State Board of Higher Education of the State of Oregon at a meeting of said Board called and held on the 23rd day of January, 1933, accepted a proposal of W. E. Miner of Eugene, Oregon, to convey certain real property in the city of Eugene, Lane County, Oregon, and known as the Miner Building and Annex to Security Savings and Trust Company (now The First National Bank of Portland, Oregon) in trust for the State of Oregon for certain uses and purposes which were and are to the benefit of the University of Oregon; and

WHEREAS since the acceptance of said gift in trust the legal title to said property has been vested in the State of Oregon for the use and benefit of the University of Oregon and the full management and control of said properties has been vested in this Board;

NOW THEREFORE, BE IT RESOLVED by the State Board of Higher Education of the State of Oregon that there is hereby delegated to C. L. Kelly, Professor of Business Administration in the University of Oregon, hereinafter referred to as the "Manager", the management of said property, subject to the regularly constituted administrative officers and administrative procedures of said Board, the management to include but not to be limited to the fixing of rentals, the collection of accounts and notes receivable representing rentals heretofore accrued as well as those that may arise, the hiring, discharging and fixing of the wages of employees, the placing of insurance and fixing the amount thereof and the taking of Fidelity Bonds and fixing the amount thereof, the making of repairs and ordinary alterations and such other duties and responsibilities as are involved in the management of said property in its usual and ordinary course.
That the Manager be authorized to negotiate and sign on behalf of the State Board of Higher Education all leases and other contract documents necessary in connection with the management of the said Miner Building.

That the Manager deposit all receipts from whatsoever source, connected with said properties with The First National Bank of Eugene, Oregon, in the name of "Miner Building, by C. L. Kelly, Manager", and make all disbursements by check upon said account signed by him.

That the Manager continue payments upon the mortgage to California-Western States Life Insurance Company as required by such mortgage and with the approval of the proper administrative officers make such additional payments on the principal thereof as the holder of said mortgage may accept. That during the life of N. T. Miner said Manager pay to him the monthly annuity of not to exceed $250.00 from the proceeds of the operation of said properties. That the Manager receive such salary for his services as the Board may from time to time fix, and that generally in the control and disposition of the funds arising from the operation of said properties the Manager be directed to consult and be authorized to act according to the direction of the Board of Higher Education through its regularly constituted administrative officers.

That the Manager file with the President of the University of Oregon and with the Board's office monthly statements of the operation of said properties and arrange for periodical audits by either a private certified accountant or by the Secretary of State of the State of Oregon as the Board of Higher Education may direct.

SALE OF LOT FROM SAVAGE ESTATE

The Board voted to confirm the action of the Finance and Executive Committees in selling to W. C. and Esther R. Painter for the sum of $4,512.50 a parcel of land acquired by the Board through the Elizabeth B. Savage bequest to the Doernbecher Hospital, this land being the north one-half (N1/2) of Lot Eighteen (18) and the South thirty-five (35) feet of Lot Nineteen (19) in Block Sixty (60) in Irvington, in the City of Portland, County of Multnomah, State of Oregon.
The Board voted to authorize the College to award the degree of bachelor of science in commerce to George Couper and Joe Mulligan, two students who had completed almost all of their work for this degree in 1932 when the reallocation of curricula was made, and who have recently met all requirements for the degree in absentia.

The Board voted that, upon completion of the new buildings financed through the Public Works Administration, the portion of the buildings subject to fire loss be insured under a blanket policy giving 100 per cent protection for any one location and 90 per cent protection for all buildings, to supplement the coverage provided by the State Restoration Fund, this plan having been approved by the Public Works Administration.

The Board voted to approve the request of the faculty of Oregon State College for permission to place a memorial plaque to Dr. W. J. Phillips, originator and first director of the College Health Service, in the vestibule of the new infirmary at no expense to the Board.

The Board voted that the museum at the State College be officially designated as the "Horner Museum of the Oregon Country" and that the building housing the museum, now known as the Old Gymnasium, be called the Museum Building.

The Board voted to authorize the expansion of the service of the Employment Office at the University to include the placing of graduates in various fields of work, this service to be financed under the following plan:

That the $610 saved in the salary budget as a result of Dean Orthank's half-time leave, be transferred to the wage budget of the Housing and Employment Office;

That the University be authorized to charge a registration fee of $3 and a fee of 25 cents for sending out material on request of the individuals registered;

That the funds so collected be considered unrestricted income and that any funds approved in the future for the operation of this department be appropriated from the unrestricted fund;

That any balance remaining in the Housing and Employment budget at the end of the fiscal year revert to the Board's unrestricted funds in accordance with the Board's policy regarding the general budget of the system.
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BUDGET

ADDITIONS: The Board voted to approve an addition of $1,350 to the Health Service at the University, funds to come from health service fees.

Health Service, UO

Revolving Fund, University

The Board voted to approve the addition of $4,000 to the revolving fund of the University, funds to be advanced from student loan funds.

Dairy Husbandry

The Board voted to approve an addition of $1,800 to the Farm Maintenance Receipts account of the Dairy Husbandry Department, funds to come from increased income.

Bacteriology, Expt. Station

The Board voted to approve an addition of $1,000 to the budget of the Bacteriology Department in the Agricultural Experiment Station, funds to come from fees and sales income.

Seed Certification, Expt. Station

The Board voted to approve an addition of $1,200 to the budget for seed certification work in the Agricultural Experiment Station, funds to come from increased income.

SALE OF LAND, HERMISTON EXPT. STATION

The Board voted to authorize the President and the Secretary to execute the necessary legal documents in conveying 20 acres of land at the Hermiston Branch Experiment Station to John B. Pace for the sum of $1,000, under the following terms: $200 cash at time of purchase, $100 one year from date of purchase, and $100 every six months thereafter until the total of $1,000 has been paid with 6 per cent interest on unpaid balances.

BUDGET, SQUAW BUTTE EXPERIMENT STATION

The Board voted to approve the budgeting in the current fiscal year of $1,355 of the $15,000 appropriated by the Legislature to the Squaw Butte Branch Experiment Station, for the purchase of livestock and equipment needed before July 1.

The Board voted to approve the following personnel adjustments at the State College:

G.A. RATHERT, RESIGNATION

Resignation of G. A. Rathert, Assistant Professor of Aeronautical Engineering, effective March 20, and transfer of $209.50 remaining in the salary budget to the requisition budget to provide assistance in caring for Professor Rathert's work for the spring term.
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F. W. PARR,  
LEAVE OF ABSENCE  
Leave of absence for F. W. Parr, Professor of Secondary Education, for the spring term to work with the State Superintendent of Public Instruction in a program of high school visitation and preparation of a special high school manual; and transfer of the $232.33 remainder of his salary to the wage budget to provide assistance in caring for his work.

CLYDE WALKER,  
TRANSFER OF TIME TO AG. ENGINEERING  
Transfer of Clyde Walker to full-time teaching duties in the Department of Agricultural Engineering for the remainder of the current academic year; and transfer of $740 from the Dean's reserve to the Department of Agricultural Engineering to cover the portion of his salary formerly budgeted to the Agricultural Experiment Station.

U. S. BURT,  
LEAVE OF ABSENCE  
Leave of absence without pay for U. S. Burt, Head of the Department of Visual Instruction, from March 30 to May 18, 1936, to become a candidate for the office of State Treasurer.

AZALEA SAGER,  
APPOINTMENT  
Appointment of Mrs. Azalea Sager, Extension Specialist in Clothing and Textiles, as State Leader of Home Economics Extension, effective May 1, to succeed Thelma Gaylord, resigned, with no change in salary; and transfer of the remainder of Miss Gaylord's budgeted salary of $262.54 to the director's reserve fund.

THELMA GAYLORD,  
RESIGNATION  

L.R. BREITHAUPT,  
LEAVE OF ABSENCE  
Leave of absence for L. R. Breithaupt, Extension Agricultural Economist, for one-fourth time during the spring term, April 1 to June 30, the Federal Resettlement Administration to take over one-fourth of his salary and the restricted funds released by this arrangement to be transferred to the director's reserve fund.

GIFT: FROM J. A. HANSON  
The Board voted to accept officially a gift of $75 from Jess A. Hanson to be used as student prizes at the State College, and instructed the Secretary to make suitable acknowledgment to the donor.

President Marks expressed the appreciation of the Board for the fine hospitality of President Redford and his staff, and for the cordiality shown the Board by the people of Ashland.

BOARD TO INSPECT EXPERIMENT STATIONS  
The Board accepted an invitation from Dean W. A. Schoenfeld, Director of the Agricultural Experiment Station, to go on a four-day inspection trip of the experiment stations in eastern Oregon immediately following the next Board meeting, details of the arrangements to be worked out later.
The Board adjourned at 12 o'clock noon.

WILLARD L. MARKS, President
CHARLES D. BYRNE, Secretary