STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
HEATHMAN HOTEL, PORTLAND, OREGON
January 26, 1937

MEETING #73

A regular meeting of the State Board of Higher Education of
the State of Oregon was held at the Heathman Hotel, Portland,
Oregon, at 11:00 a.m. on January 26, 1937.

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
F. E. Callister
E. F. Irvine
Willard L. Marks

E. C. Pease
R. W. Ruhl
Beatrice Walton Sackett

Members absent: Herman Oliver and E. C. Sammons.

There were also present Frederick M. Hunter, Chancellor;
Charles D. Byrne, Secretary of the Board; President George W.
Peavy of Oregon State College; President C. V. Beyer of the
University of Oregon; President H. E. Inlow of Eastern Oregon
Normal School; and President Walter Redford of Southern Oregon
Normal School, and President J. A. Churchill of Oregon Normal.

The Board voted to dispense with the reading of the minutes of
the last meeting on December 14, and approved the minutes of
this meeting as they appeared in the docket.

The following report was then received from F. E. Callister,
Chairman of the Buildings, Grounds and Capital Outlay Commit-
tee:

"For the first time since the building program was inaugu-
rated, it was unnecessary to call a formal meeting of the
Building Committee. However, I would like to indicate the
progress that has been made since the last Board meeting on
some of the projects.

"Infirmary Buildings at State College and University. Fortu-
nately, both of these new buildings were ready for occupancy
at the beginning of the winter term and proved themselves
very useful during the flu epidemics in the past few weeks.
The health service directors on both campuses have expressed
their appreciation for the facilities afforded in caring for
the health of the student bodies. They have made possible
checking the epidemics in a manner that could not have been
accomplished with the old facilities.

"University Library. While reasonable progress has been made
on this project, it now appears that the building is not
likely to be completed until at least the first of April and
possibly the first of May. This means that the building
undoubtedly will not be occupied during the current academic year because moving the library would be extremely difficult while the classes are in session. The delay has been caused largely by failure to obtain delivery of mill work. Unfinished portions are mainly the mill work cabinets, etc., and the laying of the floor coverings.

"Fortunately, arrangements have been made with the contractor so that the delay is not costing the Board any direct outlay, and at the same time the cost of maintaining the new library over and above that of the old library is being saved.

"Chemistry Building Application at the State College. With the rather definite assurance of the State Director of the Public Works Administration that an allotment would be made when plans and specifications are completed, authorization was given the architect to proceed in completing the detailed plans and specifications. Mr. Bennes reports that these plans will be ready for filing with the FWA State Director in about two weeks. The State Director also requested that options on the two lots necessary for the site be obtained and filed in his office. The options on these two properties have now been obtained at a total price of $11,500.00, $5,000 for the Macpherson property and $6,500.00 for the Heckart property. The options extend for a period of six months and provide a suitable clause for vacating. Mr. Hookley believes that just as soon as he can indicate that we are ready to advertise for bids the allotment will be made for the project.

"An amendment to the building fee law, which will make possible the refunding of the Memorial Union bonds at a lower rate of interest and the releasing of $2 of the building fee to finance the Chemistry Building, has been introduced in the Senate and is awaiting committee action. It is, of course, very important that this bill be approved by the legislature or the project will fail."

President Boyer reported on the emergency equipping of the unfinished basement of the University infirmary to care for additional patients during the influenza epidemic.

C. A. Brand, Chairman of the Curricula Committee, made the following report in regard to curricular changes recommended for the year 1937-38:

"The Curricula Committee of the Board spent most of yesterday afternoon in session with the presidents and others going over the suggested modifications in the curricula of all the institutions and the summer sessions.

"We were greatly helped by the previous work of the new inter-institutional curricula advisory committee headed by Dean Rebec. This is a committee made up of representatives of all
our institutions. They are scholars – which, of course, we are not – and they studied the various offerings in an entirely impartial way with a view only to the logical development of the State System of Higher Education.

"With a few minor exceptions the Board's committee followed the recommendations of Dean Rebec's committee and greatly appreciates its help. There were no extensions or expansions for obvious financial reasons.

"After detailed study the courses and curricular changes at the State College and the University were approved with the following exceptions:

College:
- Ed 457. Social Education
- Psy 471, 472, 473. Psychological Foundations of Guidance
- Psy 478. The Non-Pathological Deviate
- Pe 351 Direction of Intramural Sports

University:
- Ed 460. Advanced Mental Hygiene
- Ch 321, 322, 323. Organic Chemistry

"Certain minor curricular matters in the University and State College reports were referred back to the Chancellor and his Interinstitutional Advisory Committee for further study and later recommendation to the Curricula Committee.

"The question of the transfer of the second year of pre-nursing curriculum from the State College and the University to the Medical School to form a three-year course for nurses on the Medical School campus in accordance with the request of the State Board of Nursing Examiners was referred to the Chancellor for investigation and later recommendation to the Committee.

"Consideration of summer session course changes was deferred, pending further study of the needs of the summer sessions by Director Powers and the Chancellor. The new three-year curriculum for the normal schools was approved as presented by the committee on Elementary Teacher-Training Curriculum, with the addition of a three-credit course in Advanced English Composition to be given in the spring term of the last year. The course changes recommended for the General Extension division were approved with one minor adjustment referred back to the Chancellor and his committee.

"In order that the catalogs carrying the course offerings for the next year may be printed without delay, the Curricula Committee is recommending that the Board adopt this report and grant it the power to act in passing on the matters referred back for further study."
The Board voted to adopt the report of the Curricula Committee and granted it power to act in passing on certain matters referred back for further study and recommendation. (The official reports of course changes at the several institutions are on file in the Board's office as an integral part of these minutes.)

President Marks reported that he had obtained an informal opinion from the Attorney-General that it would be desirable to amend the present law providing a continuing appropriation for the Umatilla Branch Experiment Station on its original site, so that the appropriation might be legally available at its present location. President Marks also reported that, in accordance with this opinion, a bill had been drawn to correct this law and that it would be introduced in the legislature.

CHANCELLOR'S REPORT

Chancellor Hunter then made the following report:

"In subsequent items of this docket I am recommending through force of sheer necessity, the allocation of the following funds for the support of the instructional programs in the several institutions:

University of Oregon $6,803.76
Oregon State College 13,316.23

"These allocations deplete to a point far below the danger limit the small marginal balance that the customary policy of the Board has always regarded necessary for emergency use. During the greater part of the last fiscal year and to date through the present fiscal year it has been the policy of the Finance Committee and of the officers of the Board to safeguard this wholly inadequate balance for emergency purposes. The problems, however, which now threaten the College, and to some extent the University on account of the unprecedented increase in enrollment, have become so overwhelming that I am forced to make this recommendation in order to continue the operation of classes in many of the departments to the end of the current year.

"The measures of economy that have been thrust upon us have been so devastating that in many instances the necessary supplies, equipment, and means of operation are no longer at hand unless the present funds are immediately supplemented. In some departments equipment, worn to a point of unusableness for lack of repairs, is unavailable for the immediate necessities of instructional procedures.

"Many of our classes are severely overcrowded and unless additional financial assistance can be forthcoming, serious injury to our instructional program will immediately result. Official reports indicate that instruction is already impaired by
a great number of over-sized classes. At the University there are

11 classes of 100 or more
34 classes of 75 or more

while at the State College there are

2 classes of 200 or more
18 classes of 100 or more
29 classes of 75 or more

"I shall continue to guard jealously the very small balance remaining against emergencies which may arise before the end of the fiscal year. I shall likewise press every effort on the part of my own office and those of my colleagues to realize any further economies that may be possible in the administration of the system. It is my belief, however, that in economizing at the rate of some $1,000,000 per annum since 1929-30 from the yearly income which was previously forthcoming for higher education, the institutions in this system have done their full share in meeting the financial emergency in the state."

E. C. Pease, in the absence of E. C. Sammons, Chairman of the Finance Committee, made the following report:

"The Doernbecher Hospital received through the Marx Cohen bequest among other things, a plot composed of three lots, 16, 17, and 18, Block 14, Albina addition, Portland, which is free of incumbrances.

"Mr. J. C. Wagner, real estate broker, states that he has a purchaser who will pay the sum of $4,000.00 cash for the above lots, the Board to furnish title insurance showing free title in fee simple.

"It is recommended, therefore, that the President and Secretary of the Board be authorized to consummate this sale through Mr. Wagner and his attorney, Martin Hawkins, and that the Board authorize these officers to execute and deliver a deed to this property to the purchaser indicated by Mr. Wagner."

The Board voted to adopt the report of the Finance Committee and authorized the President and Secretary to execute and deliver a deed to this property to the purchaser.

The Board voted to accept a gift of $200 from the National Research Council to the Medical School for the purchase of materials and supplies for use in connection with studies on the conversion of formaldehyde to sugar under the direction of Professor Edward S. West, and instructed the Secretary to make suitable acknowledgment to the donor.
GIFT TO
OSC FROM
A.E. GOODWIN

The Board voted to accept an annual gift of $750 from Mr. Arthur E. Goodwin to Oregon State College for the establishment of a "Goodwin Oriental Good Will Scholarship" to be awarded annually to a graduate student from an Oriental country to study home economics at the State College, and instructed the Secretary to make suitable acknowledgment to the donor.

GIBSON LEASE RENEWAL

The Board voted to approve renewal of a lease from Mr. L. G. Gibson of ten acres of orchard land for experimental purposes by the Hood River Branch Experiment Station for a three-year period from January 1, 1937 to December 31, 1939, at the same annual rental of $240 payable in two installments on July 1 and January 1 of each year; and authorized the proper officers to execute the lease.

LEASE OF GRAZING LAND FOR SQUAW BUTTE STATION

The Board voted to approve a lease of 1,280 acres of grazing land for experimental purposes by the Squaw Butte Experiment Station for a period of five years from December 1, 1936 to November 30, 1941, at a rental of $90 on December 1, 1937 and $125 annually thereafter.

MARY S. MUELLHAUPT ESTATE

The Board voted to confirm the action of E. C. Sammons in executing on behalf of the Executive Committee an agreement compromising a judgment held by the Muehlhaupt estate against the Strowbridge estate, thereby releasing a gift of $5,000 to the Medical School.

E.O.N.S. TRAINING SCHOOL, SECOND AMENDATORY AGREEMENT

Mr. Byrne reported that the Board had received from the federal government a second amendatory agreement providing an additional grant on the Eastern Oregon Normal training school at La Grande. The said second amendatory agreement was then read in full and duly considered by the Board. Thereupon, the following resolution numbered "1" and entitled "A Resolution Approving a Second Amendatory Agreement to the Loan and Grant Agreement, Between the Department of Higher Education of the State of Oregon, Acting Through the State Board of Higher Education, School District No. 1, Union County, Oregon, and the United States of America, and Authorizing Its Execution," was presented, read in full by the Secretary and considered by the Board:

RESOLUTION NO. 1

A RESOLUTION APPROVING A SECOND AMENDATORY AGREEMENT TO THE LOAN AND GRANT AGREEMENT, BETWEEN THE DEPARTMENT OF HIGHER EDUCATION OF THE STATE OF OREGON, ACTING THROUGH THE STATE BOARD OF HIGHER EDUCATION, SCHOOL DISTRICT NO. 1, UNION COUNTY, OREGON, AND THE UNITED STATES OF AMERICA, AND AUTHORIZING ITS EXECUTION.

WHEREAS, pursuant to the authority of Resolution No. 1 adopted at the meeting of the State Board of Higher Education on October 12, 1934, there was executed as of December 11, 1934,
a certain loan and grant agreement (therein and herein called the "Agreement") by and between the State of Oregon, acting by and through the Department of Higher Education of the State of Oregon (therein and herein called the "Department"), School District No. 1, Union County, Oregon, (therein and herein called the "School District"), (the Department and School District when referred to jointly being therein and herein called the "Borrower"), and the United States of America (therein and herein called the "Government"), P.W.A. Docket 1543, whereby the Government agreed to aid the Borrower by way of loan and grant in financing the construction of a two-story and basement elementary school building on the campus of the Eastern Oregon Normal School at La Grande, Oregon; and

WHEREAS, the Borrower requested and the Federal Government approved an increased allotment for this project embodied in the Amendatory Agreement adopted by the State Board of Higher Education through Resolution No. 2 on July 22, 1936; and

WHEREAS, a supplemental grant to the Department of Higher Education in the sum of $978 has been allotted by the Federal Government for said project, which allotment is embodied in a second amendatory agreement, which agreement has been read in full before this meeting, and a copy of which is filed among the public records of the State Board of Higher Education of the State of Oregon in the office of the Chancellor at Eugene, Oregon, and in the office of the Secretary of State at Salem, Oregon, and which said amendatory agreement is hereby referred to and made a part hereof; and

WHEREAS, the District School Board of School District No. 1, Union County, Oregon, at its meeting held January 25, 1937, by its resolution No. A-2 duly adopted, approved said second Amendatory Agreement and authorized its execution;

THEREFORE, BE IT RESOLVED, by the State Board of Higher Education of the State of Oregon:

Section 1. That the Second Amendatory Agreement to the Loan and Grant Agreement between the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education, School District #1, Union County, Oregon, and the United States of America under and subject to the terms of which the United States will increase the amount of its grant to the Department of Higher Education by a sum of $978 for the construction of the Eastern Oregon Normal training school at La Grande, Oregon, identified as P.W.A. Docket #1543, a copy of which Second Amendatory Agreement is filed among the public records of the State Board of Higher Education of the State of Oregon, in the office of the Chancellor at Eugene, Oregon, and in the office of the Secretary of State of the State of Oregon at Salem, Oregon, and which
Second Amendatory Agreement is hereby made a part hereof, be, and the same is hereby and in all respects approved.

Section 2. That the President, Willard L. Marks of said State Board of Higher Education, be and he is hereby authorized and directed to execute such Second Amendatory Agreement in quadruplicate on behalf of the Department of Higher Education of the State of Oregon, and Charles D. Byrne, Secretary of said State Board of Higher Education be and he is hereby authorized and directed to impress or affix the official seal of said Department and of said Board to each of said four copies of said Second Amendatory Agreement and to attest such seal.

Section 3. That said President be and he is hereby authorized and directed to forthwith forward four copies of said Second Amendatory Agreement as executed on behalf of said Department of Higher Education to the Federal Emergency Administration of Public Works, Washington, D.C.

Section 4. That said Secretary be and he is hereby authorized and directed to forthwith send to said Federal Emergency Administration of Public Works two certified copies of this Resolution and two certified copies of the proceedings of said State Board of Higher Education in connection with the adoption of this Resolution, and such further documents or proofs in connection with the approval and execution of said Second Amendatory Agreement as may be requested by said Federal Emergency Administration of Public Works.

It was moved by Director F. E. Callister, and seconded by Director C. A. Brand, that the foregoing resolution be adopted. The question being upon the adoption of the Resolution, the roll was called, with the following result:

Ayes: Directors Brand, Callister, Irvine, Marks, Pease, Ruhl, Sackett.

Nays: None.

The President thereupon declared said motion carried and the Resolution duly and unanimously adopted.

The Board voted to approve the following budget additions at the University:

**Home Economics**

Half time instructor for winter and spring terms $300.00

**English**

Graduate Assistant, winter term $180.00
German
Graduate Assistant, winter term ........ 180.00

Physical Education
Part-time instructor, winter term .......... 90.00

Chemistry
Wage budget for remainder of fiscal year .... 600.00

Social Science Survey
Graduate assistant, increase from half time to
full time, winter term .......... 90.00

Maintenance of new physical education building .... 4,000.00
(To come from funds earmarked for maintenance
of new buildings)

Completion of swimming pool project .... 1,500.00
(Delay in securing labor caused increased
overhead costs)

$6,940.00

Saving in salary budget as result of half-time
leave of absence for Miss Alice Gardiner, Library
periodical clerk, from January 1 to March 31 .... 136.24

Note Budget Additions ........ $6,803.76

The Board voted to approve the following budget additions at
the State College:

Business Administration
To employ for winter and spring terms a substitute
for Percy Losey who was transferred part-time to
the Dean of Men's office ................. $1,129.03

Agriculture
Farm Crops - Travel $45, Materials and
Expense $15; ......................... 60.00
Soils - Repairs $35, Materials & Expense $55 ... 90.00
Animal Husbandry - Travel $25, Materials and
Expense $25; ......................... 50.00
Dairy Husbandry - Materials and Expense .......... 50.00
Fish and Game — For the purchase of binocular microscopes $875; for transfer of Prof. R. E. Dimick from half time to 3/4 time in instruction because of excessive teaching load $302.20. 1,177.20

Veterinary Medicine — for purchase of binocular microscopes 875.00

Engineering

Industrial Arts, wages 100.00
Mechanical Engineering, wages 125.00
Civil Engineering, wages 100.00
Electrical Engineering, wages 75.00
Dean's Office, materials and supplies $100; to conduct survey in connection with National Engineering Council $250. 350.00

Forestry

Transportation of students to forest laboratory, winter term 150.00

Home Economics

Household Administration — part-time instructor, winter and spring terms $600; wages $100. 700.00
Foods and Nutrition — materials and supplies 150.00
Clothing and Textiles — materials & supplies 100.00

Lower Division

Art and Architecture — wages $540, materials and supplies $150 690.00
English — wages 540.00
Political Science — wages 250.00
Psychology — wages 40.00
Journalism — materials and supplies 25.00

Science

Bacteriology — Instructor, for winter and spring terms, 5 1/2 months at $200, $1,100; materials and supplies $250 1,350.00
Botany — wages 100.00
Chemistry — Part-time instructor, winter and spring terms $800; wages $180 980.00
Physics — Two full-time graduate assistants, winter and spring terms 720.00
Zoology — materials and supplies 100.00
Secretarial Science

Materials and supplies $50, wages $50, equipment repairs $300 .... .......................... 400.00
Industrial Accident Insurance — budgeted amount is inadequate because of change in institutional rating ................................. 500.00

Classroom equipment ........................................ 1,140.00
Heating budget, new infirmary .................................. 1,000.00
Registrar’s office .............................................. 300.00

Total Budget Additions .......................... $13,161.23

MINER BUILDING BUDGET ACCOUNTS

The Board voted to approve the setting up of a restricted budget account, U-382 Miner Professorship in Real Estate and Allied Subjects, the budgeting of $560 of income from the Miner Building to this account, $360 wages and $200 travel; and the setting up of an income account, U-10E7 Minter Building Endowment Income, to which income from the Miner Building will be credited.

The Board voted to approve the transfer of $550 from the county budgets of Josephine and Jefferson Counties to the director’s reserve, this amount having been provided for these counties by the federal extension office.

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

F. W. HILL, APPOINTMENT

Appointment of Frederick W. Hill as assistant County Agent in Baker County at a net salary of $2,100, effective January 11, 1937, twelve-month basis, one-year tenure, rank of instructor, and the transfer of $993.55 from the Director’s reserve to the Baker County extension budget to cover Mr. Hill’s salary for the remainder of the fiscal year.

The Board voted to approve the following personnel adjustments at the University:

A. J. MARDER, APPOINTMENT

Appointment of Dr. Arthur J. Marder as Assistant Professor of History to replace Dr. Clarence G. Osborn, resigned, effective January 1, 1937, for the remainder of the fiscal year, at a base rate of $2,600, net salary $2,202.20.

E. F. SHORT, APPOINTMENT

Appointment of Eugene F. Short as a part-time instructor in Journalism for the winter and spring terms to relieve Arne Rae of part of his teaching duties in order that he may give a larger portion of his time to the Oregon State Press Association. Budget addition to compensate Mr. Short, $540.
The Board voted to accept the invitation read by Secretary Byrne to hold the April meeting on the campus of Oregon State College upon the occasion of the fiftieth anniversary of the founding of the Oregon Experiment Station.

The Board adjourned at 12:15 p.m.

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