The State Board of Higher Education of the State of Oregon convened in regular session pursuant to the by-laws of the Board and the notice of meeting stipulated therein, at the Heathman Hotel in the city of Portland, Oregon, at 10 o'clock a.m., on the 9th day of March, 1937.

The meeting was called to order by the President of the Board, Mr. Willard L. Marks.

ROLL CALL

The Secretary of the Board called the roll. Those present and those absent were as follows:

Present:

C. A. Brand
F. E. Callister
B. F. Irvine
Willard L. Marks

Herman Oliver
E. C. Pease
R. W. Ruhl
E. C. Sammons

Absent: Mrs. Beatrice Walton Sackett

A resolution was taken adjourning the meeting to convene at 10 o'clock a.m. Wednesday, March 10, 1937.

The adjourned meeting was called to order at 10 o'clock a.m. March 10, 1937 by President Willard L. Marks, pursuant to the resolution passed March 9, 1937.

ROLL CALL

The Secretary of the Board called the roll. Those present and those absent were as follows:

Present:

C. A. Brand
F. E. Callister
B. F. Irvine
Willard L. Marks

Herman Oliver
E. C. Pease
Beatrice Walton Sackett
E. C. Sammons

Absent: R. W. Ruhl

MINUTES APPROVED

The Board voted to dispense with the reading of the minutes of the last meeting on January 26, and approved the minutes of this meeting as they appeared in the docket.

COLLEGE CHEMISTRY BUILDING

F. E. Callister, Chairman of the Buildings, Grounds and Capital Outlay Committee, presented the following report:

"The Building Committee would like to report that all of
the original eight building projects are now complete and the buildings in use, with the exception of the library at the University, and it appears that the Building Committee will be able to inspect this building late in March and accept or reject the project, in accordance with authority already granted by the Board.

"The committee inspected Mr. Bennes' plans for the Chemistry Building yesterday afternoon and was impressed by the design of the building. The complete plans and specifications will be ready to file with the Public Works Administration within the next two weeks. Options have been obtained on the two lots necessary to complete the site for the building, and, as you know, the amendment to the building fee law making possible the financing of the chemistry building has been passed by the legislature. All obstacles to getting the building under way have been overcome, and Mr. Hockley has transmitted this information on to Washington. When and if an allotment is made, we will be ready to advertise for bids immediately and let the contracts within six weeks.

"As just indicated, Mr. Bennes has practically completed the detailed plans and specifications for the Chemistry Building but as yet the Board has not entered into any contract with Mr. Bennes. The Public Works Administration has written, asking for a copy of our architect's contract on the project. Mr. Bennes has gone to a great deal of expense in preparing these plans and specifications. The committee met with Mr. Bennes yesterday afternoon and agreed on a contract essentially as follows:

1. A 5 per cent fee on the contract cost of the building plus an engineering fee for the structural heating, plumbing, wiring, etc. of $2,100.

2. Twenty per cent of the fee to be paid upon completion of the preliminary plans, this payment being long past due.

3. Sixty per cent upon completion of the detailed plans and specifications. This payment will be due within a couple of weeks when Mr. Bennes files the completed plans and specifications with the Public Works Administration.

This contract is on the same basis as all the other contracts we have had on the building projects. The usual fee is 6 per cent plus engineering costs. The funds to cover this expense will come from the student building fee released as a result of the refinancing program. In the event that the building project goes through, the charges will be transferred to the construction account.
"The Building Committee is recommending that the contract on this basis be entered into with Mr. John V. Bennes, with authority granted the president and secretary of the Board to execute the contract."

The Board voted to authorize the President and Secretary to enter into a contract with Architect John V. Bennes for the plans and specifications for the proposed Chemistry Building at the State College, as recommended by the Buildings, Grounds and Capital Outlay Committee.

Mr. Callister presented the following report on a fireproof laboratory room at the Medford Branch Experiment Station:

"Dean Schoenfeld, with the approval of President Peavy and the Chancellor, recommends the construction of a fireproof laboratory room at the Medford Branch Experiment Station, the structure to cost about $1,200, to be paid from sales income at the station. The Building Committee feels that this laboratory is needed at the station and recommends approval of the project."

The Board voted to approve the construction of a fireproof laboratory room at the Medford Branch Experiment Station, the cost of approximately $1,200 to be paid from sales income at the station.

E. C. Sammons, Chairman of the Finance Committee, made the following report on County Extension budgets:

"Funds for county extension work, including the county agents, home demonstration agents, and club agents, are received on a calendar-year basis from the joint contributors, the federal government, the counties, and the state match funds. The budgets for this county work are, therefore, compiled on a calendar-year basis.

"The budgets for the current calendar year have been prepared by Dean and Director William S. Schoenfeld, approved by President Peavy and the Chancellor, and have been gone over by the Finance Committee. These budgets are balanced in a conservative manner on the basis of funds that will accrue from the federal government, the counties, and the state match funds for the year.

"The Finance Committee therefore recommends that these calendar-year budgets for the county agricultural extension work be approved as submitted.

"As evidence of the favorable manner in which this work is received by the people of the State, it is worth while to
point out that the cooperative agricultural extension program is now carried on in every county of the State and that every county is now participating by contributing funds for the support of the work. I am informed that Oregon is the only state west of the Mississippi which has 100 per cent voluntary county participation in this program."

The Board voted to approve the calendar-year budgets for County Agricultural Extension work as submitted, with the understanding that the salary adjustments recommended would be effective March 1, 1937. (Copies of these budgets are on file as an integral part of these minutes.)

**INDUSTRIAL ACCIDENT INSURANCE**

Mr. Sammons made the following report on industrial accident coverage for experiment station employees:

"Due to the increase in the experience rating on which the Board's contribution to the Industrial Accident Commission for its coverage on Agricultural Experiment Station employees is based, the amount set aside in the current fiscal year budget is inadequate. In order that insurance for the employees of the central Experiment Station for the remainder of the fiscal year may be continued, it will be necessary to appropriate $600.00. The Chancellor has appointed a committee to study the entire problem of Industrial Accident coverage for the employees of the state system, with a view to establishing an adequate insurance program and at the same time reduce to a minimum the cost of the coverage. This committee will confer with the Industrial Accident Commission and bring in a recommendation at a later meeting of the Board.

"However, the Finance Committee feels that the present program on the central Experiment Station employees should be continued for the remainder of the fiscal year, pending the submission of the revised program to the Board at a later meeting. The Finance Committee therefore recommends that a budget allotment be made to cover the present deficiency in the budget."

The Board voted to approve a $600 budget allotment to continue the present program of industrial accident coverage for central Experiment Station employees for the remainder of the fiscal year.

**HANDLING OF FEDERAL FUNDS**

Mr. Sammons read the following report on the handling of federal funds:

"In an opinion rendered during the past year the Attorney-General ruled that federal funds appropriated for
instructional, research, and extension work at the State College could be deposited with the State Treasurer, and disbursements made on claims drawn by the Board's disbursing officer. This will avoid the inevitable delay involved in putting the claims through the Secretary of State's office and will make possible more efficient handling of the cooperative work for which these funds are appropriated by the federal government.

"The plan meets with the approval of the secretary of State's office, and the Finance Committee recommends that the Board approve this more simple and satisfactory method of handling these federal funds. I might add that these federal funds have been disbursed by this method for a number of years."

The Board voted to approve the plan recommended by the Finance Committee for handling federal funds.

Mr. Sammons, chairman of the Finance Committee, reported that in order to give official authorization to the Comptroller to comply with the state law in protecting the revolving funds of the Board by requiring depository banks to furnish securities where revolving funds exceed the protection offered by federal deposit insurance, the Finance Committee recommends that the following action be taken by the Board:

"That H. A. Bork, Comptroller, be authorized and empowered to obtain, deposit, and release securities from banks to protect funds of the State System of Higher Education."

The Board voted to approve the recommendation of the Finance Committee.

Mr. Sammons presented the following report of the Finance Committee on supplementary budgets for the Doernbecher Hospital and Child Guidance Clinic:

"Board members will recall that the shortage of funds when our annual budgets were compiled last year made it necessary to curtail the budgets for the Doernbecher Hospital to a point where some 25 beds were eliminated for this very worthy service to children of indigent people of the state. Fortunately, our appeal to the legislature for supplementary funds for the Doernbecher Hospital was given consideration, and a special appropriation of approximately $34,000 was made available for the two calendar years beginning January 1. An emergency clause was attached to the appropriation bill, and these funds are available immediately to relieve the situation
at the Doernbecher Hospital, make possible the continuation of the hospital service on its present basis, and avoid the discharge of some of the staff members. Dean Dillehunt, with the approval of the Chancellor, presented to the Finance Committee a budget addition of $7,930.30 to carry the hospital to the end of the current fiscal year. The Finance Committee has gone over the budget and is recommending that it be approved as submitted.

"For several years the Medical School, working with the Juvenile Court of Portland, has conducted a Child Guidance Clinic and has rendered distinguished service in the handling of problem cases among the children. During the past year the services of this clinic were extended to several communities of the state on a voluntary basis as a demonstration to the communities of the possibilities in handling this type of juvenile problem. These clinics have been so successful that the legislature made available a small appropriation of $12,000 a year to pay the expenses of extending this work to those communities of sufficient size which wish to cooperate in the project. Dean Dillehunt has submitted a budget of $5,296 to carry on this work for the remainder of the fiscal year. This is the correct proportion of the biennial appropriation so that the work can be continued throughout the period for which the appropriation was made. The Finance Committee has inspected the budget as submitted and recommends its approval to the Board."

The Board voted to approve the budgeting of $7,930.30 for the Doernbecher Hospital and $5,296.00 for the Child Guidance Clinic for the remainder of the fiscal year, from the special legislative appropriations passed by the 1937 legislature for these activities.

**REFUNDING OF MEMORIAL UNION BONDS**

Mr. Sammons, Chairman of the Finance Committee, outlined the proposal for refunding the Oregon State Agricultural College Memorial Union 5 per cent bonds and stated that an offer had been received from Camp & Co., Inc., Hampbell, Fenton & Campbell, E. M. Adams & Co., Ferris & Hardgrove, and Slyth & Co., Inc., to purchase $180,000 special obligation bonds of the State of Oregon to refund the said Memorial Union bonds. The proposal was read by Mr. Sammons and he stated that it would be necessary for the Board to pass a resolution authorizing the issuance of $180,000 special obligation bonds to refund the said Memorial Union bonds. The following resolution, numbered "1", was read by Mr. C. D. Byrne, Secretary of the Board, and John J. Coughlin, legal representative:
RESOLUTION NO. I

A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF $180,000 SPECIAL OBLIGATION BONDS OF THE STATE OF OREGON BY THE DEPARTMENT OF HIGHER EDUCATION OF THE STATE OF OREGON ACTING THROUGH THE STATE BOARD OF HIGHER EDUCATION, PROVIDING THE METHOD OF PAYMENT FOR SUCH BONDS, THE MATURITIES THEREFOR AND OTHER RELATED MATTERS.

WHEREAS, Chapter 27 Oregon Laws 1933, Second Special Session, as amended by Senate Bill 50 of the Thirty-ninth Legislative Assembly, created special building funds for each of the higher educational institutions of the State of Oregon, defined terms, authorized the collection of student fees for building purposes and to refund Memorial Union bonds, authorized the State Board of Higher Education to issue bonds to refund bonds issued by the Oregon State Agricultural College Memorial Union, a corporation, payable out of said special building funds, and to pledge as security for such refunding bonds such part of the said building fee as may appear necessary or advisable to said Board; and

WHEREAS, the Board has received a proposal to purchase $180,000 of such bonds, bearing interest at 4½% annum, and it appears that the Oregon State Agricultural College Memorial Union, a corporation, proposes to call the outstanding Oregon Agricultural College Memorial Union 5% Bonds before the next interest-payment date; and

WHEREAS, the Board deems it for the best interests of the Department of Higher Education and of education in the State to issue such refunding bonds, and it appears to the Board that it is necessary and advisable to pledge as security therefor $2 of the $5 student building fee authorized by the above mentioned statute to be collected each regular term or semester from the students of the Oregon State Agricultural College;

NOW THEREFORE, BE IT RESOLVED by the Department of Higher Education of the State of Oregon acting through the State Board of Higher Education, as follows:

Section 1. For the purpose of providing funds with which to refund the Oregon Agricultural College Memorial Union 5% bonds issued by Oregon Agricultural College Memorial Union, a corporation, there is hereby directed to be issued and sold bonds of the State of Oregon by the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education, in the aggregate principal amount of $180,000.

Section 2. Said bonds shall be special obligation coupon
bonds, shall be designated "Memorial Union Building Refunding Bonds", shall be dated as of April 15, 1937, shall be in the denomination of $1000 each, shall be numbered consecutively from 1 to 180, both inclusive, shall mature serially in numerical order in the years and amounts as follows:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Date</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3000</td>
<td>April 15, 1938</td>
<td>Oct. 15, 1945</td>
</tr>
<tr>
<td>3000</td>
<td>Oct. 15, 1938</td>
<td>Apr. 15, 1945</td>
</tr>
<tr>
<td>3000</td>
<td>April 15, 1939</td>
<td>Oct. 15, 1946</td>
</tr>
<tr>
<td>3000</td>
<td>Oct. 15, 1939</td>
<td>Apr. 15, 1947</td>
</tr>
<tr>
<td>3000</td>
<td>April 15, 1940</td>
<td>Oct. 15, 1947</td>
</tr>
<tr>
<td>3000</td>
<td>Oct. 15, 1940</td>
<td>Apr. 15, 1948</td>
</tr>
<tr>
<td>3000</td>
<td>April 15, 1941</td>
<td>Oct. 15, 1948</td>
</tr>
<tr>
<td>3000</td>
<td>Oct. 15, 1941</td>
<td>Apr. 15, 1949</td>
</tr>
<tr>
<td>4000</td>
<td>Apr. 15, 1941</td>
<td>Oct. 15, 1949</td>
</tr>
<tr>
<td>4000</td>
<td>Apr. 15, 1942</td>
<td>Apr. 15, 1950</td>
</tr>
<tr>
<td>5000</td>
<td>Apr. 15, 1942</td>
<td>Oct. 15, 1950</td>
</tr>
<tr>
<td>5000</td>
<td>Apr. 15, 1943</td>
<td>Apr. 15, 1951</td>
</tr>
<tr>
<td>6000</td>
<td>Apr. 15, 1943</td>
<td>Oct. 15, 1951</td>
</tr>
<tr>
<td>6000</td>
<td>Apr. 15, 1944</td>
<td>Apr. 15, 1952</td>
</tr>
<tr>
<td>7000</td>
<td>Apr. 15, 1945</td>
<td>Apr. 15, 1952</td>
</tr>
</tbody>
</table>

shall bear interest at the rate of 4% per annum payable semi-annually upon April 15th and October 15th of each year until maturity and shall be payable both as to principal and interest in lawful money of the United States of America at the Office of the State Treasurer of the State of Oregon in Salem, Oregon. Said bonds shall express upon the face thereof the purpose for which the same are issued and the fact that said bonds are issued pursuant to the Constitution and laws of the State of Oregon, including Chapter 27 Oregon Laws 1933, Second Special Session, and Senate Bill 50 passed by the Thirty-ninth Legislative Assembly. Both principal and interest of these bonds shall be payable solely out of and limited in payment to a special fund in the state treasury designated as "Oregon State Agricultural College Building Fund."

Section 3. For the punctual payment of the principal of and interest on said bonds when and as the same shall become due, the said State Board of Higher Education hereby covenants and agrees with each successive holder of each of said bonds and coupons, that said State Board of Higher Education shall and will charge and collect from each student at the Oregon State Agricultural College at the time of registration, a fee of $2 for each regular term or semester of the Oregon State Agricultural College, and the State Board of Higher Education hereby covenants and agrees that it will fix such fee (hereinafter referred to as "$2 student building fee") annually in advance for
said Oregon State Agricultural College. Said $2 student building fee shall be in addition to the tuition and other fees charged to students at the Oregon State Agricultural College and shall not be returnable to students under any circumstances after a lapse of ten days from the date of his registration. The Board by so covenanting to charge and collect said $2 student building fee as herein described, does hereby pledge said $2 student building fee for the payment of the principal of and interest on said bonds, and the amount so pledged is hereby declared to be a first lien upon the said $2 student building fee.

Section 4. The said $2 student building fee hereinabove referred to in Section 3 of this resolution shall constitute a part of the student building fees which the State Board of Higher Education is authorized to charge and collect from each student at the time of registration, by said Chapter 27 Oregon Laws 1933, Second Special Session, as amended by said Senate Bill 50 passed by the Thirty-ninth Legislative Assembly.

Section 5. The State Board of Higher Education hereby further covenants and agrees that the $2 student building fee so collected shall be paid into the fund of the State Treasurer within ten (10) days from the collection thereof, and the $2 student building fee so paid shall be credited by the State Treasurer to the building fund of the Oregon State Agricultural College which has been created in the State Treasury as "Oregon State Agricultural College Building Fund". The proceeds of each $2 student building fee shall be irrevocably pledged to and used for the payment of the interest accruing on, and the principal of said bonds when due, so long as any of said bonds or the coupons thereto appertaining remain outstanding and unpaid, the interest earnings of which fund shall be credited to such fund and become a part thereof; provided, when there has been accumulated in the fund a reserve equal to the principal and interest requirements of these bonds for the ensuing two years, the Board may use any surplus for other authorized purposes, so long as such reserve is maintained; and provided, further, that when the total of the funds in the said building fund available for the servicing of the bonds hereby authorized, shall be equal to the total amount of the interest upon and principal of all the outstanding bonds hereby authorized to the last maturity thereof, then no further $2 student building fees need be charged and collected from the students of the Oregon State Agricultural College.

Section 6. The said bonds and coupons attached thereto shall be in substantially the following form:
No.____ UNITED STATES OF AMERICA $1000.00
State of Oregon
By the Department of Higher Education
of the State of Oregon
Acting through the State Board of Higher Education

MEMORIAL UNION BUILDING REFUNDING BOND
Oregon State Agricultural College

The State of Oregon by the Department of Higher Education acting through the State Board of Higher Education for value received hereby promises to pay to the bearer on the fifteenth day of April, 19____, the sum of

ONE THOUSAND DOLLARS

and to pay interest thereon at the rate of four and one-quarter per cent (4 1/4%) per annum, payable upon April 15 and October 15 in each year until maturity, upon surrender of the annexed coupons as they severally become due. Both principal and interest are payable in lawful money of the United States of America at the office of the State Treasurer of the State of Oregon at Salem, Oregon. Both principal and interest of this bond are payable solely out of and are limited in payment to a special fund in the state treasury designated "Oregon State Agricultural College Building Fund".

This bond is issued by the State of Oregon by the Department of Higher Education for the purpose of providing funds with which to refund Memorial Union bonds issued by Oregon State Agricultural College Memorial Union, a corporation, by virtue of a resolution of the State Board of Higher Education of the State of Oregon duly passed and adopted on the 10th day of March, 1937, and pursuant to the Constitution and laws of the State of Oregon, including Chapter 27 Oregon Laws, 1933, Second Special Session, as amended by Senate Bill 50 passed by the Thirty-ninth Legislative Assembly.

The State Board of Higher Education of the State of Oregon has irrevocably obligated and bound itself to charge and collect from each student of the Oregon State Agricultural College at the time of registration a student building fee of $2 for each regular term or semester, of which there shall not be less than three (3) for each school year, and has pledged said $2 student building fee for the payment of the principal of and interest on the issue of bonds of which this is one, and such pledge does hereby constitute a first lien upon said $2 student building fee; provided, when there has been accumulated in said building
fund a reserve equal to the principal and interest requirements of the issue of bonds of which this is one for the ensuing two years, the said Board may use any surplus for other authorized purposes, so long as such a reserve is maintained. Said $2 student building fee is a part of a total student building fee of not to exceed $5 authorized to be charged and collected in addition to the tuition and other fees charged to the students in attendance at the Oregon State Agricultural College by said Chapter 27, Oregon Laws, 1933, Second Special Session, as amended by Senate Bill 50 passed by the Thirty-ninth Legislative Assembly of Oregon.

The right is reserved to redeem this bond on any interest payment date prior to maturity upon at least 30 days prior notice by publication in a newspaper published and of circulation in the City of Salem, Oregon, and upon payment at 102 if redeemed up to and including April 15, 1942, or thereafter upon payment of that premium decreased by 1/2 of 1% for each year thereafter.

It is hereby certified and recited that all the conditions, acts and things required by the Constitution and Laws of the State of Oregon to exist, to have happened and to have been performed, precedent to and in the issuance of this bond exist, have happened and have been performed; that due provision has been made for the charging and collecting of student building fees sufficient to pay the principal of and interest on this bond as the same shall fall due.

IN WITNESS WHEREOF, the State of Oregon by the Department of Higher Education of the State of Oregon acting through the State Board of Higher Education has caused this bond to be signed by the President of said State Board of Higher Education, sealed with the corporate seal of said Board and attested by the Secretary of said Board, and the interest coupons hereto attached to be signed by the facsimile signature of said President, and this bond to be dated as of April 15, 1937.

President

(SEAL)

ATTEST:

Secretary
No.____  §21.25

On the____ day of____, 19____, the State of Oregon by the Department of Higher Education of the State of Oregon acting through the State Board of Higher Education will pay to bearer on the____ day of____, 19____, the sum of twenty-one and 25/100 dollars ($21.25) in lawful money of the United States of America at the office of the Treasurer of the State of Oregon in Salem, Oregon, from the special fund designated as "Oregon State Agricultural College Building Fund", being six months interest then due on its Memorial Union Building Refunding Bond dated April 15, 1937 and bearing No._______.

__________________________
President

Section 7. The said bonds shall be signed by the President of the State Board of Higher Education, sealed with the corporate seal of said Board, attested by the Secretary of said Board, and the interest coupons attached thereto shall be signed by such President by his facsimile signature.

Section 8. The State Board of Higher Education shall have the right to redeem any of the said bonds before maturity on any interest payment date up to and including April 15, 1942 at 102; provided, that if any of said bonds are redeemed before maturity after April 15, 1942, the premium shall decrease by one-half of 1% each year after said April 15, 1942. Notice of intention so to do shall be given by publication in a newspaper published and regularly circulated in Salem, Oregon, at least once a week for four successive weeks, beginning not less than 30 days prior to a interest-paying period, and such notice shall state the number and amount of the bonds so to be retired, with the price to be paid therefore and the date and place where the same are to be paid. Interest on the bonds described in such notice shall cease after funds are available as herein provided.

Section 9. The words "regular term or semester" hereinabove referred to in this resolution and in said Chapter 27 of Oregon Laws 1933, Second Special Session, shall constitute a period of the school year of the Oregon State Agricultural College as determined by the State Board of Higher Education or other proper body, provided, however, that there shall not be less than three such regular periods, terms, or semesters in each school year.
Section 10. The Board hereby accepts the proposal of Camp & Co., Inc., Hemphill, Fenton & Campbell, Inc., Ferris & Hardgrove, Blyth & Co., Inc. to purchase said bonds at 97 and accrued interest. The President and Secretary of the Board are hereby authorized to deliver the bonds to the above named purchasers, or to their order: provided, however, that delivery shall not be made until the Board of Governors of Oregon Agricultural College Memorial Union has duly and regularly called and retired said Refunding Bonds of Oregon Agricultural College Memorial Union (5% bonds).

Section 11. The President of the State Board of Higher Education and the Secretary of said Board are hereby authorized to do all the acts and things necessary for the delivery and sale of said bonds.

Upon motion by Director Sammons and second by Director Callister, the foregoing resolution was adopted, with the following voting aye:

Mr. Brand  Mr. Oliver
Mr. Callister Mr. Pease
Mr. Irvine  Mrs. Sackett
Mr. Marks  Mr. Sammons

and the following voting nay: None.

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

President Marks instructed Secretary Byrne to notify immediately the various bond houses listed above that the Board had accepted their offer to purchase $160,000 special obligation bonds of the State of Oregon to refund the Memorial Union bonds.

Mr. Sammons then reported that members of the Memorial Union Board of Governors had requested that the Board express its intention to construct a chemistry building on the State College campus, in case the application for a loan and grant to the federal government for this purpose did not go through.

The Board thereupon voted that, if plans for the financing of the chemistry building through loan and grant from the federal government were not consummated, it will endeavor to finance through private bond houses the construction of a chemistry building on the State College campus by using the $2.00 of the student building fee released through refunding the Memorial Union bonds.
The following report was made by Chancellor Frederick M. Hunter:

"At the last meeting of the State Board of Higher Education, discussion arose concerning the costs of the Department of Fish, Game and Fur Animal Management resulting in a request for the Chancellor's office to report on the matter at this meeting.

"An investigation of the facts surrounding the establishment of this department reveals that it has been a distinct resource to the Oregon State College and to the State System of Higher Education in addition to rendering a much-needed service both in research and teaching. About $13,000 has been added to the income of the College during the year 1935-36 and the current year to date, while the only costs that have been entailed on the part of the State aside from the use of the equipment and buildings of the College were the appropriations made at the last meeting of the Board, amounting to $875 for equipment and $302.20 for additional instructional time for Professor R. E. Dimick.

"In addition to the income of $13,000 on account of the large student enrollment mentioned above there have been available for use by the State College appropriations from the Game Commission and the Biological Survey amounting to $8,500 in cash and services.

"The net gain to the State, therefore, is obvious. The department is thus much more than self-supporting. The service to students is of very great value. An enrollment of ten or fifteen students was expected last September. Instead, the average in this department has totalled more than 100 to date. The recommendation approved at the last Board meeting accordingly did not violate the agreement between the State Board of Higher Education and the sponsors of this department."

The Board voted to approve the appointment of the following additional ex-officio members to the advisory committee of the Institute of Marine Biology:

Mr. Gordon Kelly - Marshfield, President, Fish Reduction Union

Mr. C. T. Holland - Empire, Chairman, Pacific Coast Fishermans Union

Mr. John C. Queen - Marshfield, Director, Science Department, Marshfield Public Schools
THOMAS CONDON FELLOWSHIP

The Board voted to approve the budgeting of the amount of interest which will be accumulated by June 30, 1937 in the fund for the Thomas Condon Fellowship in Paleontology, to carry on archaeological excavation work in Oregon under the direction of Dr. L. S. Cressman, Head of the Department of Anthropology of the University.

UMATILLA BRANCH STATION, LEASE WITH NORTHERN PACIFIC RAILROAD

The Board voted to grant authority to the proper officials to execute a lease with the Northern Pacific Railway Company for certain land adjacent to the Umatilla Branch Experiment Station, in order that the station superintendent may take steps to prevent soil blows.

GIFT: $400 TO UNIVERSITY FROM ALUMNI HOLDING CO.

The Board voted to accept the gift of $400 from the Alumni Holding Company to the University for landscaping the area around the Infirmary Building and the new Physical Education Building, and instructed the Secretary to make suitable acknowledgment to the donor.

EDUCATION DEGREES AT STATE COLLEGE

The Board voted to approve the granting of the professional degrees of Master of Education and Doctor of Education in the School of Education at the State College.

TUNNEL PROJECT AT THE UNIVERSITY

The Board voted to approve a supplementary grant of $2,000 for the Tunnel Project at the University to complete a unit of the tunnel system between Friendly Hall and the new Infirmary.

FIRE INSURANCE, U.O. PHYSICAL EDUCATION BLDG.

The Board voted to approve a budget addition of $1,281.11 for the three-year premium for fire insurance on the new Physical Education Building at the University.

BUDGET ADDITIONS:

Fish, Game and Fur Animal Management

The Board voted to approve a budget addition of $691.38 to the wage account of the Department of Fish, Game and Fur Animal Management in the Agricultural Experiment Station, the funds to come from an additional grant made by the State Game Commission for experimental work.

Animal Husbandry

The Board voted to approve a budget addition of $3,925 to the Animal Husbandry budget of the School of Agriculture, to make possible the utilization of funds derived from the sale of livestock used for student demonstrational purposes for the replacement of the livestock with new and improved animals. No unrestricted funds involved.

To Cover Cost of State Audit

The Board voted to approve a budget addition of $823.40 to cover the increased cost of the State Audit above the estimated amount originally budgeted to care for this expense.
UNIVERSITY HEALTH SERVICE, BUDGET TRANSFER

The Board voted to approve a transfer of $2,110.45 from the University Health Service reserve to the operating budget, in the following classifications:

- Wages ............. $ 458.05
- Materials and Supplies .... 1,633.35
- Travel ............. 18.75

This transfer is necessary to care for expenses incurred in connection with the influenza epidemic at the University. No unrestricted funds involved.

BUDGET ADDITIONS, STATE COLLEGE

The Board voted to approve the budgeting of the saving of $613.50 in the salary budget of the Department of Modern Languages at the State College as a result of the death of Louis Bach, Professor Emeritus, for emergency purposes in the following departments:

- Botany: Botany, wages, to care for increased instructional load ............... $350.00
- Dean of Women: Dean of Women, travel .... 169.00
- President's Office: President's Office, materials and expense, to cover increased cost of annual dues of American Association of Land Grant Colleges and Universities .... 67.19
- Philosophy: Philosophy, salaries, to correct an error in the salary budget ....... 27.31

The Board voted to approve the following personnel adjustments:

STATE COLLEGE:

DORIS BUSICK, SALARY INCREASE

Adjustment in salary for Miss Doris Busick, Secretary at the Eastern Oregon Branch Experiment Station, from a base rate of $942.89, net salary $886.52, 12 months basis, to a net salary of $960, effective February 1, 1937, with the understanding that there will be no further adjustment when and if salaries are restored. Funds provided in the restricted budget of the station.

H. E. COSBY AND F. L. KNOWLTON, REAjustment IN SERVICE

Continuation of Professor H. E. Cosby in extension work in Poultry for the remainder of the fiscal year rather than transferring him to the teaching staff on January 1 as contemplated in the budget, and continuation of Professor F. L. Knowlton on the teaching and experimental staff of the Poultry Department, with the transfer of $133.40, saving in experimental funds, to the Director's office.
University:

To care for the work of Professor F. S. Dunn, deceased:

Continuation of employment of Kenneth John Ruth for April, May, and one-half of June... $250.00

Additional compensation for the remainder of the fiscal year for Mrs. Edna Landros, who is carrying part of Professor Dunn's work... 300.00

Saving of $697.32 in the salary budget to revert to Board's unappropriated fund.

Medical School:

Promotion in rank for Dr. Ira A. Manville, Clinical Instructor in Medicine, to Clinical Associate Professor of Medicine and Director of the Nutritional Research Laboratory of the Department of Medicine, with no change in salary.

Oregon Normal School:

Leave of absence without pay for Dr. V. V. Caldwell, Associate Professor of Psychology, from April 1 to June 30, 1937 and appointment of Richard L. Averill to fill Dr. Caldwell's place for spring term at a net salary of $199.73 per month. Dr. Caldwell will serve the High School Contacts Committee during this period. Salary saving of $78.42 to be transferred to the Board's unappropriated fund. Funds already provided in High School Contacts Committee budget to cover Dr. Caldwell's salary for the third term.

Sabbatical leave on half pay for Mrs. Beulah Stebno Thornton, from April 1 to August 15, 1937 to complete her work for a master's degree and the appointment of Mrs. Marjorie Barrows as half-time instructor to care for her work, at no additional cost.

Southern Oregon Normal School:

Extension of leave of absence without pay for Mrs. Bertha Smith, Assistant Professor of Health Education, from March 22 to June 4, 1937, the salary saving of $442.57 to be used to employ Dr. Winnifred Bradway as a substitute for Mrs. Smith at a salary of $180.20 per month.
The Board voted to confirm the action of the Chancellor in authorizing a budget addition at the University of $462.75, to make certain alterations in Hendricks Hall, one of the dormitory units, thereby making available a study room and relieving congestion in the housing suites.

The Board voted to approve a transfer to the President's emergency reserve at the Oregon Normal School, of $387.91, the saving released through the placing of J.B.V. Butler on half time for the remainder of the fiscal year, this saving to be used to employ a stenographer to assist in student loan fund work.

The Board voted to approve a budget addition of $800 to the Poultry Department at the State College to cover increased expenditures resulting from additional requests for inspection service, the funds to come from increased receipts.

There being no further business, the Board adjourned at 11:30 a.m.

WILLARD L. MARKS, President

CHARLES D. BYRN, Secretary