STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
ELK'S TEMPLE, MARSHFIELD, OREGON
July 27, 1937

Meeting #77

A regular meeting of the State Board of Higher Education
of the State of Oregon was held at the Elk's Temple in
Marshfield, Oregon, at 10:15 a.m. on July 27, 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         Walter E. Pearson
F. E. Callister     E. C. Pease
Willard L. Marks    Robert W. Ruhl
Beatrice Walton Sackett

Members absent: Herman Oliver, E. C. Sammons

There were also present Dr. Frederick M. Hunter, Chancellor;
Charles D. Byrne, Secretary of the Board; President C. V.
Boyer of the University of Oregon; President G. W. Peavy of
Oregon State College; President J. A. Churchill of Oregon
Normal School; President Walter Redford of Southern Oregon
Normal School; and President-elect Howard of Eastern Oregon
Normal School.

President Marks reported that he had been in communication
with Mr. Oliver, and that it was impossible for him to be
present. Mr. Sammons had been called East.

MINUTES
APPROVED

The Board voted to dispense with the reading of the minutes
of the last meeting on June 8, and approved the minutes of
this meeting as they appeared in the docket.

REPORT OF
BUILDING
COMMITTEE

F. E. Callister, Chairman of the Buildings, Grounds and Cap-
ital Outlay Committee, then presented the following report:

"Mr. Traver and Mr. Byrne reported at the June 8,
1937, meeting of the Board on the conditions of the
buildings on the several campuses with recommenda-
tions covering repairs and improvements. These were
approved by the Board. Mr. Traver and Mr. Byrne
since then have inspected the buildings at Eastern
Oregon Normal School and the following report in-
cludes the items that are essential at this time for
the preservation of the property."
Main Building. Repairs to main entrance doors ... $65.00

Main Building. Covering, pointing and waterproofing of cast stone trim around and over entrances ......................... 165.00

Main Building. Roof needs repairs to flashing, patching of broken places and some coating . 125.00

Main Building. Tile Roof. Nailing and cementing of tile at eaves ......................... 125.00

Main Building. Pointing of cast stone balustrade and cement steps ................ 300.00

Main Building. Repairs to men's toilet on first floor and to auditorium ............... 150.00

Training School and Gymnasium. General repairs . 45.00

Main Building. Fan in science room .......... 150.00

Total ........................................... $1,125.00

"At the time the Board launched the building and improvement survey, $1,000 was earmarked for the work at Eastern Oregon Normal School.

"The largest item is the $300 for repairs on the cast stone balustrade. Most Board members are familiar with this balustrade, which is gradually disintegrating and which is going to be a problem of the Board for all time unless some adjustment is made which will eliminate this as a maintenance expense. At the present time Mr. Traver is of the opinion that $300 will be sufficient to put the balustrade in a reasonable state of repair, but it will probably cost on the average of $100 a year to prevent deterioration."

Upon recommendation of the Building Committee, the Board approved the list of repair projects recommended for Eastern Oregon Normal School and authorized the expenditure of the necessary funds within the allotment made for repairs and improvements.

Mr. Callister continued his report as follows:

"You will recall that at the last meeting there was considerable discussion concerning the structural adequacy of the McArthur Court roof. Professor James R. Griffith inspected the roof and consulted engineering authorities on this type of roof structure. He made certain recommendations to be
carried out by the University authorities regarding the care of the roof and precautions in avoiding unusual stresses, particularly excessive snow load. He also recommended minor adjustments such as tightening of bolts in the girders.

"At the last meeting of the Building Committee, authorization was given to extend the options on the Macpherson and Heckart properties in Corvallis, which are necessary for the site of the proposed Chemistry Building. In case the options could not be extended, purchase was authorized. The Building Committee wishes to report that the option on the Macpherson property was extended to June 15, 1938, but the option on the Heckart property could not be extended unless the price was increased from $6,500 to $7,500. The Heckart property was, therefore, purchased at the price of $6,500 to be paid from unpledged building fees of the State College.

"The Public Works Administration application for funds to finance a dormitory at La Grande is being given final consideration by the authorities in Washington and a request was made for the plans and specifications to be completed if and when the application for an allotment was approved. The Building Committee, therefore, authorized completion of the preliminary plans and the drawing up of the specifications by Mr. Bennes, the architect. Sufficient balances are on hand in the building fee fund of the Eastern Oregon Normal School to cover the necessary expenses in completing the plans and specifications.

"The method of financing the Tuberculosis Hospital at the Medical School has not been determined and is in the hands of the Board of Control. By legislative act, authority for applying for a grant to aid in the construction of a hospital unit is in the hands of the Board of Control, and the State Board of Higher Education will be required to take action only when funds for the building are available and it becomes necessary to secure a site on the Medical School campus."

FINANCE COMMITTEE REPORT

The following report of E. C. Pease, acting chairman of the Finance Committee, was then presented:

"The Finance Committee met yesterday and gave careful consideration to the revised list of salary adjustments for the current fiscal year as submitted by the several presidents. Upon recommendation of the Chancellor, the committee is recommending the following list of adjustments totaling $7,533.21. This sum comes well within the budgets of the several institutions as approved by the Board at its June 8 meeting."
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July 27, 1937

University of Oregon

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Present Rate</th>
<th>New Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ruth Chiloote</td>
<td>Secretary and Instructor, Business Administration</td>
<td>1,320.00</td>
<td>1,600.00</td>
</tr>
<tr>
<td>Roberta Moody</td>
<td>Secretary, Journalism</td>
<td>782.43</td>
<td>1,080.00</td>
</tr>
<tr>
<td>O. L. Rhinesmith</td>
<td>Police Officer and Watchman</td>
<td>1,402.17</td>
<td>1,700.00</td>
</tr>
<tr>
<td>H. D. Sheldon</td>
<td>Research Professor of Education and History</td>
<td>3,937.50</td>
<td>4,725.00*</td>
</tr>
<tr>
<td></td>
<td>(Increase from 5/6 time to full time. No change in base.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>O. F. Stafford</td>
<td>Dean of Lower Division</td>
<td>4,200.00*</td>
<td>4,400.00*</td>
</tr>
<tr>
<td>Eyler Brown</td>
<td>Associate Professor of Architecture and Allied Arts</td>
<td>2,625.00</td>
<td>2,700.00</td>
</tr>
<tr>
<td>Una A. Clark</td>
<td>Secretary, Business Office</td>
<td>1,200.00</td>
<td>1,320.00</td>
</tr>
<tr>
<td>D. L. Lewis</td>
<td>Superintendent of Buildings and Grounds</td>
<td>2,750.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>E. C. A. Lesch</td>
<td>Associate Professor of English</td>
<td>2,600.00</td>
<td>3,000.00</td>
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<tr>
<td>E. G. Moll</td>
<td>Associate Professor of English</td>
<td>2,600.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>A. H. Foote</td>
<td>Storeroom Clerk and Building and Janitorial Supervisor</td>
<td>1,728.26</td>
<td>1,950.00</td>
</tr>
<tr>
<td>Rachael Van Osdo</td>
<td>Stenographer and Bookkeeper, Physical Plant.</td>
<td>1,136.09</td>
<td>1,200.00</td>
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</table>

(Total cost of University staff adjustments for fiscal year 1937-38, $2,944.18.)

Oregon State College

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Present Rate</th>
<th>New Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>H. E. Cosby</td>
<td>Professor and Head of Department of Poultry Husbandry</td>
<td>4,000.00</td>
<td>4,500.00</td>
</tr>
<tr>
<td>F. O. McMillan</td>
<td>Professor and Head of Department of Electrical Engineering</td>
<td>4,250.00</td>
<td>4,500.00</td>
</tr>
<tr>
<td>H. I. Nettleton</td>
<td>Assistant Professor of Forestry</td>
<td>2,336.44</td>
<td>2,500.00</td>
</tr>
<tr>
<td>E. C. Starr</td>
<td>Associate Professor of Electrical Engineering</td>
<td>2,600.00</td>
<td>3,800.00</td>
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<tr>
<td>Melissa Martin</td>
<td>Associate Professor and Chairman of the Department of Modern Languages</td>
<td>2,400.00</td>
<td>2,700.00</td>
</tr>
</tbody>
</table>

*Exclusive of premium for supplemental annuity provided under University annuity program of 1929 for older staff members.
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>July 1937</th>
<th>July 1938</th>
</tr>
</thead>
<tbody>
<tr>
<td>C. E. Owens</td>
<td>Professor and Head of Department of Botany</td>
<td>4,200.00</td>
<td>4,500.00</td>
</tr>
<tr>
<td>W. E. Kilne</td>
<td>Professor and Head of Department of Mathematics</td>
<td>4,200.00</td>
<td>4,500.00</td>
</tr>
<tr>
<td>Colonel Frederick C. Test</td>
<td>Commandant and Professor of Military Science and Tactics</td>
<td>794.34</td>
<td>750.00*</td>
</tr>
<tr>
<td>Bernice Band</td>
<td>Assistant Professor of Clothing, Textiles, and Related Arts</td>
<td>2,000.00</td>
<td>2,300.00*</td>
</tr>
<tr>
<td>Helen Robinson</td>
<td>Instructor in Clothing, Textiles and Related Arts</td>
<td>833.33</td>
<td>797.00*</td>
</tr>
<tr>
<td>C. A. Mockmore</td>
<td>Professor and Head of Department of Civil Engineering</td>
<td>4,250.00</td>
<td>4,500.00</td>
</tr>
<tr>
<td>H. B. Auld</td>
<td>Claims Clerk, Business Office</td>
<td>1,923.91</td>
<td>2,200.00</td>
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(Total cost of State College staff adjustments for the fiscal year 1937-38, $2,777.17.)

Federal Cooperative Extension

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>July 1937</th>
<th>July 1938</th>
</tr>
</thead>
<tbody>
<tr>
<td>F. L. Ballard</td>
<td>Vice-Director of Extension</td>
<td>5,000.00</td>
<td>5,500.00</td>
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Oregon Normal School

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>July 1937</th>
<th>July 1938</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clara Trotter</td>
<td>Associate Professor of Education</td>
<td>3,040.00</td>
<td>3,340.00</td>
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</tbody>
</table>

Centralized Activities

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>July 1937</th>
<th>July 1938</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marvin G. Wilbur</td>
<td>Secretary to the Chancellor</td>
<td>1,088.14</td>
<td>1,500.00</td>
</tr>
<tr>
<td>Ray Herman</td>
<td>Clerk and Assistant Auditor, Controller's Office</td>
<td>1,720.00</td>
<td>1,820.00</td>
</tr>
<tr>
<td>R. L. Collins</td>
<td>Statistician and Budget Officer</td>
<td>3,000.00</td>
<td>3,500.00</td>
</tr>
</tbody>
</table>

(Total cost of Centralized Activities staff adjustments for the fiscal year 1937-38, $1,011.86.)

TOTAL COST FOR ALL INSTITUTIONS AND DIVISIONS, 1937-38, $7,533.21."

*Decrease
The Board adopted the report of the Finance Committee on salary adjustments.

The finance Committee report was continued as follows:

"The Chancellor indicated that certain supplementary requests for staff and equipment to care for increased enrollment should be given consideration prior to the September meeting of the Board in order that the institutions will be prepared for the opening of the fall term. The Finance Committee is recommending to the Board that the Chancellor, with the approval of the Finance Committee, be authorized to approve equipment purchases not to exceed $10,000 and to employ additional personnel at a cost not exceeding $10,000."

The Board voted to authorize the Chancellor, with the approval of the Finance Committee, to approve prior to the September meeting, equipment purchases up to $10,000 and to employ additional personnel at a cost not exceeding $10,000.

Mr. Ruhl, Chairman of the Insurance Committee, presented the following informal report:

"The following report of the Insurance Committee is presented as a basis for discussion, and final determination by the Board:

"Assuming the Finance Committee recommends the adoption of an old-age security plan, then:

"The Insurance Committee recommends that the plan should be definitely adopted as a matter of institutional policy.

"The Board should contribute something to finance such a policy—the exact amount to be determined by the Finance Committee. The participating member should contribute from 5 per cent to 10 per cent of base salary, the exact amount to be determined by the Board.

"Because the Board contributes to the premium payment by the beneficiary, it has a perfect right to determine under what conditions that financial aid should be extended.

"These conditions are recommended: that the plan be compulsory with this exception; that those staff members who do not wish to come under the plan either because they do not wish to provide for any annuity whatever or because they prefer an annuity under some other plan, sign a waiver relieving the Board of any obligation whatever to provide
for their support in their old age. There should be no other penalties either as to denying promotions or salary raises. In refusing to participate in the plan, the staff member would merely elect to exempt himself from the benefits of such a plan as he would his financial obligations under it.

"The Committee believes that one company should preferably be selected to handle the old age-insurance business rather than attempting to distribute the business through any large number of companies. The members of the committee are not agreed as to what one company should be chosen and, therefore, make no recommendation in this direction at this time.

"Again, if funds are available, the committee favors the adoption of a supplementary retirement plan whereby those who participate but reach retirement age before their payments entitle them to full benefits, should be given such employment and remuneration for same as will total approximately that proportion of the full benefit to which their years of service in the institution entitle them.

"Those staff members already having old-age annuity policies in force which, in the opinion of the Board, give satisfactory protection and who otherwise are eligible to participation, should receive the same financial aid from the Board as if they were participating members."

President Marks announced that the old-age security program would remain under consideration by the Insurance and Finance Committees and Mr. Pearson.

PRESIDENCY
OF UNIVERSITY

President Marks reported that Chancellor Hunter is making a survey of possible candidates to fill the presidency of the University of Oregon. He will report to Board members from time to time, and in accordance with his authority to recommend appointments will bring in a final recommendation to the Board.

COMMUNICATIONS

Receipt of a resolution from the Board of Directors of the Life Insurance Managers' Association of Oregon on the old-age security program for members of the Oregon State System of Higher Education, was reported.

REPORT OF CHANCELLOR

Chancellor Hunter in his official report to the Board recommended several items, upon which the following actions were taken:
MRS. McClaIn
APPOINTED
RESEARCH
ASSOCIATE AT
UNIVERSITY

The Board approved the appointment of Mrs. Hazel E. McClain as Research Associate in the Department of History at the University, effective July 1, 1937, at a salary of $1,000, 12-months basis, tenure one year, her salary to be paid from the special fund of $10,000 earmarked for research projects.

EQUIPMENT
FOR COOP-
ERATIVE
HOUSES AT
COLLEGE

The Board approved the setting up of a special fund of $2,000, or as much thereof as is required, to be used to purchase furnishings for the cooperative houses at the State College, the Board to be reimbursed within six years from special fees collected from residents of the houses.

REPAIRS TO
FLOORS AT
WALDO HALL

The Board voted to approve the transfer of $600 from the dormitory account to the physical plant budget at the State College to make possible the replacement of floors in the parlors of Waldo Hall, girls' dormitory.

ELECTION OF
OFFICERS

Upon nomination by Mr. Brand, Willard L. Marks was elected President of the Board for the ensuing year by a unanimous ballot cast by the Secretary.

E. C. Pease was nominated by Mr. Callister and elected Vice-President of the Board for the ensuing year by a unanimous ballot cast by the Secretary.

Upon nomination by Mr. Callister, E. C. Sammons was elected as the third member of the Executive Committee for the ensuing year by a unanimous ballot cast by the Secretary.

GIFTS:

The Board officially accepted the following gifts and instructed the Secretary to make suitable acknowledgment to the respective donors:

**University**

Contributions to the Burgess Rare Book Collection Gift Fund, which is to be used for the purchase of the Edward S. Burgess collection of books: from Mr. Ralph Cake $100, from an anonymous friend of the University $100.

**Alumni Holding Company**

Gift of $320 from the Alumni Holding Company to WPA Art Projects.

**State College**

Grant of $50 from the Bureau of Plant Industry to the Astoria Branch Experiment Station and $50 from the Federal Government to the Department of Farm Crops of the Agricultural Experiment Station for experimental work dealing with the production and testing of tobacco plants for nicotine content.
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H. E. Weed, Gift from Mr. Howard E. Weed of a large collection of
Insect Collection insects and butterflies.

H. E. Weed, Gift from Mr. Howard E. Weed of one specimen each of 400
Collection different varieties of peonies for display and experimentation.
of Peonies

Oregon- Grant of $541.55 from the Oregon-Washington Pear Bureau to
Washington the Department of Horticulture, for research projects in
Pear Bureau apples and pears under the direction of Professor Henry
Hartman.

GIFT OF The Board accepted the gift of 160 acres of timber land in
TIMBERLAND Lane County valued at $3,705 from A. P. McKinlay of Los
FROM A. P. Angeles, California, to the University of Oregon, the pro-
McKinlay TO ceeds from the sale of the land to be used for the establishment
THE UNIVERSITY of scholarships in Latin, Greek, or Ancient History in
accordance with the terms of the gift as listed below, and
instructed the Secretary to make suitable acknowledgment to
the donor:

1. The property shall be administered by the State
Board of Higher Education to the best advantage of the
University of Oregon.

2. The principal sum resulting from the sale of the
property, or the disposal of the timber or other natural
resources located on the property, shall be used as a
student loan fund by the University of Oregon for the
first hundred years, and the interest received from loans
made to students shall be added to the principal during
this period.

3. After one hundred years, one half of the income for
the next one hundred years shall be used for scholarships
awarded in accordance with the terms of paragraph 5 below;
and the other half of the income during this period, to-
gether with the accumulated principal amount, shall be
used for student loans.

4. At the end of the second hundred years the income
thereafter shall be used entirely for scholarships awarded
in accordance with the terms of Paragraph 6 below.

5. The President of the University of Oregon shall be
responsible for the administration of the loan fund and
shall be responsible for the selection of the students to
whom scholarships are granted.

6. The President of the University shall follow, insofar
as possible, the following suggestions in regard to offer-
ing scholarships:
a. Scholarships shall be awarded only to those students who have taken work in Latin or Greek in high school and who are continuing the study of these languages in the University, or are actually taking Ancient History.

b. Scholarships shall be offered first to graduates of Lincoln High School, Portland, Oregon; then to graduates of other high schools of Portland, Oregon; then to graduates of other high schools in the State of Oregon; and, finally, to graduates of high schools located outside of the State of Oregon.

c. Except for an occasional classical student who is planning to specialize in that field, preference in granting these scholarships shall be given to promising students who are preparing for active public life in such fields, for example, as political science, economics, law, literature, the ministry, and the like; the purpose of this gift being to encourage students who are going into active life to spend such time in the study of Latin and Greek as might be presumed to affect their view of the problems of the day.

d. Should Latin or Greek be dropped from the University curricula, or should the granting of scholarships during any given year prove embarrassing to the University, then the income may be used wholly or in part for books or other needs of the University.

ELECTION OF WALTER PEARSON TO M. U. BOARD OF GOVERNORS

Upon nomination by Mr. Callister, the Board elected Walter E. Pearson to succeed F. E. Callister as the representative of the State Board of Higher Education on the Memorial Union Board of Governors from July 1, 1937, to June 30, 1938. President Marks expressed the appreciation of the Board for the many years of splendid service which Mr. Callister has rendered as the Board's representative on the Memorial Union Board of Governors.

STATE HIGHWAY COMMISSION, PAYMENT FOR DAMAGE AT SOUTHERN OREGON STATION

The Board voted to accept the offer of the State Highway Commission to reimburse the Southern Oregon Branch Experiment Station for property required and damage done in widening the highway adjacent to the station, in the amount of $189.30, and to move irrigation pipes, hydrants, water lines, and re-establish drainage; and authorized the President and the Secretary to execute the necessary documents.

ELEANOR PEAKE, REQUEST TO DOERNBECHER HOSPITAL

The Board officially accepted the bequest of approximately $60,000 from Eleanor Peake of Portland, Oregon, to the Doernbecher Memorial Hospital for Children, the funds to be used to create the "Eleanor Peake" endowment fund, and authorized the President and/or Secretary to execute the receipt or other documents necessary to close the estate.
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SALE OF PROPERTY FROM MOODY ESTATE

The Board approved the sale of certain property in Portland owned by the Medical School for $2,250, with a down payment of $225 and monthly payments of $20.25 applying to the reduction of the principal, with interest at 5 per cent, and authorized the President and Secretary of the Board to execute the necessary papers for the sale. A one-half interest in the property was received by the Medical School under terms of the L. W. Moody bequest, and the other half interest was purchased from the Masonic Lodge of Portland for $200.

TITLE ACCEPTED TO LAND IN BERTHIA MOORE ESTATE

In order to make possible the closing of the estate of Bertha Moore of Douglas County, Oregon, the Board voted to accept title to 156 acres of land in which the Doernbecher Memorial Hospital for Children has an interest under the terms of the will of Bertha Moore, deceased, and authorized the President and Secretary to sign the necessary documents. Under this action the Board will take over the contract of sale between the executor of the estate, William J. Howard, and William J. Howard and Leah Howard, calling for payments of $200 on November 16, 1940 and $200 each year thereafter until the entire purchase price is paid. Upon the final payment of the purchase price the Board is to deed the property to William J. Howard and Leah Howard.

BUDGET ADDITIONS:

The Board approved a budget addition of $708.68 in the 1936-37 Agricultural Technical Advisory Service budget to cover an overdraft in handling correspondence between the School of Agriculture and farmers of the state, the funds to be transferred from balances in centralized activities.

Correspondence

Special Acc't For Moving Library at University

The Board approved a budget addition of $1,000 to the $1,000 account already set up to cover the cost of moving books and equipment from the old to the new Library at the University, the funds to come from balances in centralized activities. Actual bills for the moving are to be submitted to the Chancellor’s office, and any unused portion of the fund is to revert to the Board’s unappropriated balance.

Museum of Natural History

The Board approved an addition of $354 to the 1936-37 budget of the Museum of Natural History at the University, for the purchase of a truck to be used for research in archeology and related fields.

Training School Equipment

The Board approved the transfer of the $550 saving in salary resulting from the closing of the Greenwood Training School at Independence to the equipment classification in the 1936-37 budget of the Training School in order to equip an additional room in the Training School at Monmouth.
The Board authorized the Secretary of State to make the necessary transfers from the various PWA construction accounts and from the Oregon State College Building Fee Fund to millage and current expense funds, as requested by E. M. Smith, Disbursing Officer, in order to reimburse the advances to construction accounts made necessary by delay in receiving loan and grant money.

The Board approved the sale of the old normal school grounds at Ashland, consisting of approximately 7.3 acres, for a cash consideration of $2,500, and authorized the President and Secretary of the Board to sign the necessary documents. Upon recommendation of President Redford and the approval of the Chancellor, the proceeds of the sale are allotted for the following purposes:

- To employ Mr. Chester Corey to draw up plans for landscaping the grounds of the Southern Oregon Normal School $350.00
- For portable bleachers for one side of the new Gymnasium, which were eliminated as an alternate in the PWA contract because of shortage of funds 800.00
- Chairs for the classrooms in the new Gymnasium Building 67.50
- Commission to the real estate broker and necessary legal expenses incurred in handling the sale 170.00
- Installation of chemistry apparatus to make possible the teaching of lower division chemistry as approved by the Board for Junior College work 1,112.50

The Board approved the following additions to the 1936-37 budgets at the experiment stations to meet higher costs of wages, materials, and increased operating expenses, the funds to come from increased fees and sales income:

- Department of Veterinary Medicine of the Experiment Station, Wages $300, Travel $300, Materials and Expense $1,400 $2,000.00
- Department of Farm Crops of the Experiment Station, Wages $1,500, Materials $500 2,000.00
- Pendleton Branch Experiment Station, Wages $500, Materials $500 1,000.00
- Eastern Oregon Livestock Branch Experiment Station, Wages $600 600.00
The Board approved the following budget additions to avoid overdrafts for 1936-37, the funds to come from special state appropriations:

Harney Branch Experiment Station
An addition of $500 to the 1936-37 budget of the Harney Branch Experiment Station from the continuing appropriation ($8,000 annually) to meet increased costs of operation incurred in adjusting the work and projects of the station in accordance with the cooperative agreement with the Federal Government on the Taylor Grazing Act.

Pendleton Experiment Station
An addition of $400 to the 1936-37 budget of the Pendleton Branch Experiment Station from the continuing state appropriation ($2,000 annually), to meet increased costs of labor and materials in conducting research projects.

Entomology Department
The Board approved the budgeting of the $1,500 appropriation of the State Emergency Board for controlling the Mormon cricket outbreak in Eastern Oregon, to the Department of Entomology of the Agricultural Experiment Station.

The Board confirmed the action of the Finance Committee in authorizing the following budget additions:

Home Management House at State College
Rent and equipment for a third furnished Home Management House at the State College, to care for an increase of 36 students in the senior class in Home Economics:
- Rental for ten months: $1,000.00
- Special equipment: $300.00
- Full-time graduate assistant: $540.00
- Total: $1,840.00

Ethel R. Sawyer, Appointment
Appointment of Miss Ethel R. Sawyer, effective October 1, 1937, at a salary of $2,000 on a 10-months basis, tenure one year, with the rank of Assistant Professor, to act as librarian for the Browsing Room in the new University Library. Budget increase to July 1, 1938: $1,500.00

Vivian Roberts, Appointment
Appointment of Miss Vivian Roberts as instructor in Foods and Nutrition in the School of Home Economics at the State College, 10-months basis, at a salary of $2,000, tenure one year. Budget addition to July 1, 1938: $1,500.00

PERSONNEL:
The Board approved the following personnel adjustments at the University:

R. W. Leighton, Appointment
Appointment of Dr. Ralph W. Leighton as Acting Dean of the School of Physical Education for one year, effective October 1, 1937, at a salary of $4,500, 10-months basis,
with the continuation of his rank as Professor of Education, salary saving of $168.75 to be transferred to the Board's unappropriated fund.

F. P. Robinson, Appointment of Dr. Francis P. Robinson as Assistant Professor of Psychology, effective October 1, 1937, at a salary of $2,950, 10-months basis, tenure one year.

Julia Burgess, Sabbatical Leave on half pay for Miss Julia Burgess, Professor of English, from October 1, 1937, to September 30, 1938, to catalog the Burgess Collection of books, a substitute to be obtained to care for the work of Miss Burgess from the savings in her salary.

The Board approved the following personnel adjustments at the State College:

N. L. Bennion, Appointment of Noel L. Bennion as Specialist in Poultry Husbandry in the Federal Cooperative Extension Division, effective August 1, 1937, at a salary of $3,000, 12-months basis, tenure one year, with the rank of Assistant Professor. Budget saving of $250 in restricted funds due to delayed appointment to be transferred to the Director's Unallotted Reserve.

J. H. Truesdail, Resignation of Dr. John H. Truesdail, Research Associate in Biochemistry, effective July 1, 1937, and the appointment of Dr. Curtin E. Meyer as Research Associate on the Rockefeller Foundation project on pantothenic acid, effective August 1, 1937, salary $2,200, 11-months basis, with the rank of Assistant Professor, tenure one year.

Arthur King, Salary Increase in salary for Arthur King, Extension Specialist in Soils, from $3,004 to $3,376 per annum, the Soil Conservation Committee paying $300 of the raise, the balance of the increase, $72, to be paid from restricted Extension funds.

J. J. Brady, Appointment of Dr. James J. Brady as Assistant Professor in the Department of Physics at a salary of $2,250, effective October 1, 1937, 10-months basis, tenure one year, and the transfer of the saving of $112.50 in the amount budgeted for this position to the wage budget of the Physics Department.

Delbert Moore, Increase in time service of Delbert Moore, Professor of Stringed Instruments and Conductor of the College Orchestra, from 33 per cent to 40 per cent, and proportionate increase in salary from $1,000 to $1,200, this increase to come from savings in other budgets.
L. E. Harris, Transfer of Time
Transfer of six-sevenths of the time of L. E. Harris, Assistant Professor of Farm Crops, to the weed project approved by the 1937 Legislature, his present salary of $2,608 to be paid as follows: $2,400 from restricted state funds appropriated by House Bill 465, $408 from the Board's unrestricted funds; and the appointment of Harold E. Finnell as Assistant Professor of Farm Crops, effective July 1, 1937, at a salary of $2,400 on a 12-months basis, tenure one year.

P. P. Locey, Transfer of Time
Transfer of four-ninths of the time of Percy P. Locey, Assistant to the Dean of Men at the State College, to the position of Director of Intercollegiate Athletics, with an increase in salary from $4,315 to $4,500, 12-months basis, effective July 1, 1937, $2,000 of his salary to be paid from restricted Intercollegiate Athletic Board funds and $2,500 to be paid from unrestricted funds already budgeted, Mr. Locey to continue five-ninths time as Assistant to the Dean of Men. Budget saving $1,816.

D. W. Poling, Appointment
Appointment of Dan Williams Poling as Assistant to the Dean of Men, with the rank of Assistant Professor, to replace time of Mr. Locey transferred to the Intercollegiate Athletic Department and to teach some Political Science, at a salary of $2,400, 12-months basis, one year tenure, effective September 1, 1937. Funds required for current fiscal year $2,000, of which $1,815 is to be met by savings on the transfer of Mr. Locey. Budget addition required $184.

Lenna Guthrie, Resignation
Resignation of Lenna A. Guthrie, Head of the Circulation Department in the Library, effective July 1, 1937, and the appointment of Ruth C. Krueger to replace Miss Guthrie, with the rank of Assistant Professor, effective September 10, 1937, at the same salary of $2,300, 12-months basis, tenure one year, the saving of $440.83 to be utilized as follows:

Ruth Mosher, Appointment
Ruth Mosher, appointment as circulation assistant with the rank of Instructor, at a salary of $1,400, effective July 19, 1937, 12-months basis (Salary originally budgeted for this position $1,300) $32.26

Mary E. Fry, Appointment
Mary Edith Fry, appointment as circulation assistant with the rank of Instructor, at a salary of $1,500, effective July 1, 1937, 12-months basis. (Salary originally budgeted for this position $1,300) $200.00

Transfer to the wage budget to employ substitute assistance to replace Miss Guthrie from July 1 to September 10, 1937 $208.57
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F. M. Bolin, Salary Increase
Salary increase for Dr. F. M. Bolin, Assistant Veterinarian in the Experiment Station, effective July 1, 1937, from $2,100 to $2,400, $1,800 of which is paid by the U. S. Department of Agriculture, funds for the addition to come from Agricultural Experiment Station restricted funds transferred from the requisition budget of the Experiment Station.

E. A. Yunker, Sabbatical Leave
Sabbatical leave on half pay for E. A. Yunker, Assistant Professor of Physics, from October 1, 1937, to October 1, 1938, to pursue graduate work toward a doctorate degree. Arrangements to care for his work will be made within the savings of funds budgeted for his salary.

H. N. Colman, Salary Increase
Salary adjustment for H. N. Colman, Assistant Professor of Dairy Husbandry, from $1,710 to $2,250, effective September 1, 1937. Budget addition of $540 required.

D. I. Allman, Appointment
Appointment of Dr. D. I. Allman as Associate Professor of Physical Education, effective October 1, 1937, at a salary of $3,500, 10-months basis, one year tenure, five-ninths of his time to be used by the Physical Education Department and four-ninths of his time to be used by Intercollegiate Athletics. Budget addition for the current fiscal year of $1,500 to the Physical Education Department.

J. M. Miller, Appointment
The Board approved the appointment of J. M. Miller as Acting Director of Teacher Training at the Eastern Oregon Normal School, effective September 1, 1937, to succeed Miss Kate L. Houx, resigned, 12-months basis, at a salary of $3,800.

K. L. Houx, Resignation
The Board approved the following personnel adjustments at the Medical School:

Ruth Wheelock, Leave of Absence
Leave of absence without pay for Miss Ruth Wheelock, Assistant Professor of Nursing in the Department of Nursing Education, from July 1, 1937, to July 1, 1938, to accept a Florence Nightingale International Foundation Scholarship at London, and the temporary appointment of Miss Linda Eickman at the same salary to replace Miss Wheelock during the summer months.

Linda Eickman, Appointment
Appointment of Dr. Adolph Weinzierl as Clinical Professor of Public Health, without salary, effective August 1, 1937.

A. Weinzierl, Appointment
Appointment of Dr. Norman A. David to succeed Dr. Harold E. Myers, deceased, as Professor of Pharmacology, at a salary of $4,400, effective September 1, 1937, 12-months basis, tenure one year.
The Board approved the following personnel adjustments at the Southern Oregon Normal School:

Florence Allen,
Leave of Absence
Instructor in Education, from September 1, 1937, to June 30, 1938, and the appointment of Miss Marjorie Leonard as Instructor, effective September 1, 1937, 10-months basis, to replace Miss Allen at the same salary, $1,640, $840 of which is paid by the School District.

M. Leonard,
Appointment

Margaret Cason,
Leave of Absence
Instructor in Education, from September 1, 1937, to June 30, 1938, and the appointment of Mrs. Martha Addy as Instructor, effective September 1, 1937, 10-months basis, to replace Mrs. Cason at the same salary, $1,940, $840 of which is paid by the School District.

Martha Addy,
Appointment

Lillian Nicholson,
Leave of Absence
Instructor in Education, from September 1, 1937, to June 30, 1938, and the appointment of Miss Agnes McDonald as Instructor, effective September 1, 1937, 10-months basis, to replace Miss Nicholson at the same salary, $1,940, $840 of which is paid by the School District.

Agnes McDonald,
Appointment

Dorothea Wycoff,
Resignation
Resignation of Miss Dorothea Wycoff, Instructor in Education, effective September 1, 1937, and the transfer of Miss Betty Hileman, Instructor in Education, to replace Miss Wycoff, effective September 1, 1937, 10-months basis, at the salary budgeted for the position, $1,640, $840 of which is paid by the School District.

Betty Hileman,
Transfer

Helen King,
Appointment
Appointment of Miss Helen King as Instructor in Education to fill the position vacated by Miss Hileman, effective September 1, 1937, 10-months basis, at a salary of $1,940, $840 of which is paid by the School District.

A. C. Strange,
Leave of Absence
Leave of absence without pay for A. C. Strange, Associate Professor of Education, from August 1 to August 31, 1937, the saving of $282.33 to be utilized to help pay for a substitute during the absence of Mr. McNeal.

R. W. McNeal,
Sabbatical Leave
Sabbatical leave on half pay for R. W. McNeal, Assistant Professor of Geography, from September 20 to December 19, 1937, for study toward a higher degree, and the utilization of the saving of $385.69 plus the saving of $283.33 on Mr. Strange's salary, a total of $569.02, to employ substitute help.
ADJUSTMENTS IN RANK:
The Board approved the following adjustments in rank at the University:

John Stehn
John Stehn, Assistant Professor of Wind Instruments and Director of University Band, to be placed on indefinite tenure.

R. D. Horn
R. D. Horn, Assistant Professor of English, to be advanced in rank to Associate Professor of English.

Burt Brown Barker
Burt Brown Barker, Vice-President of the University of Oregon, to be assigned the rank of Professor.

Mrs. Gertrude Bass Warner
Mrs. Gertrude Bass Warner, Director of the Museum of Art, to be assigned the rank of Professor.

The Board approved the following adjustments in rank at the State College:

R. E. Fore
R. E. Fore, Assistant Professor of Farm Crops, to be placed on indefinite tenure.

Linden E. Harris
Linden E. Harris, Assistant Professor of Farm Crops, to be placed on indefinite tenure.

Melissa Martin
Miss Melissa Martin, Chairman of the Department of Modern Languages, change in rank from Associate Professor to Professor of Modern Languages.

The Board instructed the Secretary to express its appreciation to the Advisory Committee in charge of arrangements for the Board's visit in the Coos Bay area, to the citizens of Marshfield and North Bend, and to the staff and students of the Institute of Marine Biology for the many courtesies extended the members of the State Board of Higher Education.

There being no further business, the Board adjourned at 12:00 noon.

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