A regular meeting of the State Board of Higher Education of the State of Oregon was held at the Heathman Hotel, Portland, Oregon, at 10:15 a.m. on September 14, 1937.

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
- Willard L. Marks
- Herman Oliver
- Walter E. Pearson
- E. O. Pease
- Beatrice Walton Sackett
- E. C. Sammons

Absent: Robert W. Ruhl

There were also present Charles D. Byrns, Secretary of the Board; President George W. Peavy of Oregon State College; President C. V. Beyer of the University of Oregon; President J. A. Churchill of Oregon Normal School; President Walter Redford of Southern Oregon Normal School; and President C. A. Howard of Eastern Oregon Normal School.

President Marks reported that he had received word from Mr. Ruhl, who is in the East, regretting his inability to be present.

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

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

"The Building Committee with other Board members present reviewed the plans for the Chemistry Building at the State College at its meeting yesterday. Architect John V. Bennes indicated that he was including in the specifications sufficient alternates to bring the cost of the building within the $300,000 proposed project. In the main, these alternates include complete elimination of one end of the west wing, leaving unfinished portions of the second and third floors of the north wing, and leaving unfinished portions of the basement floor. The plans have the approval of the members of the Chemistry Department, the President, and the Chancellor. In order to avoid any delay in case the allotment for the project is approved, the committee is recommending approval of the plans and specifications as presented."
Upon recommendation of the Building Committee, the Board approved the plans and specifications for the Chemistry Building at the State College.

Mr. Callister continued with his report as follows:

"Plans and specifications for the proposed girls' dormitory at the Eastern Oregon Normal School were also reviewed by the committee. President Howard, Mr. Bennes, and Mr. Byrne had worked out a program whereby the dining facilities could be incorporated into the building instead of being provided in an unfinished portion of the Training School Building. It was indicated that these dining and kitchen facilities would be superior to the other arrangement and at the same time would save some money in the construction costs. For alternatives Mr. Bennes had provided for the third floor to be unfinished except for roughing in all utility connections. The Building Committee is recommending that the plans and specifications as submitted, be approved, in order to be prepared in case an allotment is made for the project."

The Board approved the plans and specifications for the dormitory at Eastern Oregon Normal School as recommended by the Building Committee.

The Building Committee report was continued as follows:

"At the July 27 meeting the Building Committee authorized Architect John Bennes to complete the plans and draw up the specifications for the proposed dormitory at the Eastern Oregon Normal School. In order that Mr. Bennes may be reimbursed for his work it is necessary that a contract be entered into for the preparation of the plans. The Building Committee, therefore, recommends that the Board contract with Mr. Bennes on essentially the following basis:

1. Five per cent fee on the cost of construction, plus $450 for engineering services.

2. Twenty per cent of the payment to be made upon completion of the preliminary plans and 60 per cent upon completion of the final plans and specifications.

"Mr. Bennes has already received approximately $650 and is now entitled to receive up to 60 per cent of his total architect's fee, plus the engineering fee. Funds to cover this expense will be available in the student building fee account of the Eastern Oregon Normal School."

Upon recommendation of the Building Committee, the Board approved the contract with John V. Bennes for completion of plans and specifications for the proposed dormitory at the Eastern Oregon Normal School, and authorized the President and Secretary to sign on behalf of the Board.
Mr. Callister continued with his report as follows:

"There was presented to the Building Committee yesterday a letter from C. C. Hockley, Public Works Administration Director for Oregon, in which he indicated that the chances for an allotment for the Chemistry Building were very remote. The reason given was that the project did not fall within any of the classifications for which funds were made available in the Public Works Administration act of 1937. The Building Committee called Mr. Folger Johnson, Assistant to Mr. Hockley, to be present at the meeting to discuss the matter. Mr. Johnson read the several sections of the act and indicated that the Public Works Administration officials in Washington had ruled that the Chemistry Building did not fall within the scope of the preferential classifications and that the project, unless this ruling was changed, would undoubtedly have to await any funds that might be left over after all the projects that came under the several classifications had been taken care of.

"After considerable discussion, the committee decided to have the Secretary dispatch a telegram to the Chancellor, who was in Washington, D.C., setting forth that the Board was appealing the ruling which eliminated the Chemistry Building from these classifications, on the grounds that it is a public school, that hazards are involved, and that the Board has spent a substantial amount of money already in preparing the project for an allotment. The committee further is recommending that a brief be prepared setting forth its contention along these lines to be submitted to the State PWA Director to transmit to the authorities in Washington. It is further recommending that the President of the Board invite the Governor and the other members of the Board of Control to visit the College to see the condition of the Chemistry facilities and the hazards involved, with the view of having these officials aid in any way that they can, either through intercession with the Public Works Administration or otherwise, in providing adequate and safe facilities at the State College."

The Board approved the report of the Building Committee on the Chemistry Building and directed the Secretary to carry out the recommendations contained therein, with the stipulation that among the Board's applications on file with the Public Works Administration, the Chemistry Building shall be considered the preferred project.

The Building Committee report was continued as follows:

"The Public Works Administration Heating Plant Project at the University is substantially completed. Mr. Horstkotte, the
engineer, has made a thorough inspection and filed a letter with the committee recommending that the project be accepted, subject to the completion of certain minor items and certification by the State Boiler Inspector after the plant has been put to test under actual use. The project will be completed within the original funds budgeted for the project, totaling $64,997, of which $29,250 was FWA grant, $11,775 came from unpledged building fee funds, and $23,972 came from unrestricted funds of the Board. The committee is recommending to the Board that this building project be accepted subject to final certification by the engineer and the State Boiler Inspector."

The Board voted to accept the Heating Plant at the University, subject to final certification by Mr. F. W. Horstkotte, the engineer, and the Public Works Administration, and with the further understanding that the Plant will pass the requirements of the State Boiler Inspector.

Mr. Callister continued with his report as follows:

"On April 27, 1937, the Board authorized the Secretary to file an application with the Public Works Administration for a Humanities Building at the University. Word has now been received from Horatio B. Hackett, Assistant Administrator of the FWA in Washington, D. C., that the application for a loan and grant has been disapproved.

"President Peavy and Professor Price presented to the committee a request for an additional allotment of $1,450 to complete the Dairy and Hog Barn Project, and if a refrigerator room is provided for the Dairy Barn, an additional $450. It was reported that the delay in completing the project because of reduced relief labor allotments and the increase in prices made the original allotment of the Board of $24,874 insufficient to complete the work. The Building Committee conferred with the Finance Committee on the availability of funds for the project, and the two committees concur in recommending the allotment of $1,900 to complete the project.

"A request for the following building alterations at the State College was presented by President Peavy and Mr. Jensen with the approval of the Chancellor:

For reorganization of space in the Poultry Building . . . $336.50
For alterations in the Food Industries Building . . . 150.00
For provision for additional space in the Seed Testing Laboratory . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 204.00

"The Building Committee, recognizing the need for the facilities, recommended the projects to the Finance Committee. The
Finance Committee concurred in the recommendations, but stipulated that the $204 for the remodeling in connection with the Seed Testing Laboratory be provided from the special funds allotted for seed testing work, with the remainder, $496.50, to be allotted from the Board's unappropriated fund. Action on this joint recommendation is requested."

The Board voted to appropriate $1,900 to complete the WPA Dairy and Hog Barn Project at the State College.

The Board also voted to appropriate $496.50 for the building alterations in the Poultry Building and the Food Industries Building at the State College, and authorized the use of $204.00 from the special state appropriation for seed testing for the alterations in the Seed Testing Laboratory.

The following report of E. C. Sammons, Chairman of the Finance Committee, was then presented:

"At the July 27 meeting of the Board, consideration was given to the proposed cultural center project with the WPA, the Board, and the city cooperating in the construction of a $300,000 building program. At that time the Board asked Mr. Byrne to bring in a report on the annual maintenance cost of such a building and also a list of the possible securities and/or other holdings which might be used to finance the Board's contribution of $75,000. Mr. E. J. Griffith, State Administrator of Works Progress Administration, his assistants, Miss Everett and Mr. Edmonds, were present at a committee meeting yesterday and presented the scope and plans for the project. All Board members present at the joint meeting of the Finance and Building Committees were impressed with the unusual merit of the program outlined by Mr. Griffith and his associates, but the data submitted on the cost of annual maintenance and the legal questions involved in the use of endowment funds to finance a building on property not belonging to the Board presented what was considered insurmountable obstacles to the Board's going forward as sole sponsor of the project. After considerable discussion, it was agreed to recommend that the Board decline the sole sponsorship for the project and that Mr. Sammons pursue other possibilities of cooperative sponsorship, with the Board renting space in the building which would be available and adequate for its use."

The Board approved the report of the Finance Committee in regard to the WPA Cultural Center Project in Portland.

Mr. Sammons continued with his report as follows:

"At the July 27 meeting of the Board, the Finance Committee was authorized to approve additional instructional assistance
in the amount of $10,000 and supplementary budgets for equipment in the amount of $10,000. The committee met on August 13 with the Chancellor and the presidents of the two major institutions and approved the lists as outlined in Items 4 and 5 in the Docket. At that time the Chancellor presented additional needs in the way of supplementary help and equipment, and certain emergency salary adjustments as outlined in Items 5, 7, and 9 of the Docket. The Finance Committee is recommending the confirmation of these five items as they come up in the regular order of business. There were other supplementary requests presented to the Finance Committee yesterday by Presidents Boyer and Peavy which were given consideration and which the Committee is now recommending for action.

**University**

News Bureau ......................................................... $190
  Typewriters and supplies

Museum of Natural History ............................... 100
  Care of Prill collection of birds

Romance Languages .............................................. 270
  One-half-time graduate assistant for Spanish

Anthropology .................................................. 540
  Graduate assistant

Training School ................................................ 375
  Increase from three-fourths to full time of
  Miss Frances Frazier, instructor of English
  and Commerce, 9-months basis, from $1,125 to
  $1,500; effective Oct. 1, 1937

Physical Education ........................................... 750
  Increase in the budgeted salary for dancing
  instructor yet to be secured, from $1,800 to
  $2,200, effective October 1, 1937, ($300);
  gymnasium supervisor ($180); Swimming Pool
  attendant ($270).

  Total .......................................................... $2,225

**State College**

Increase in salary for R. O. Coleman, Professor of Physical
Education, from $3,600 to $4,000, effective October 1, 1937,
10-months basis. Professor Coleman has been offered consider-
ably more salary by another institution. Budget addition required
$500.
"The following list of salary adjustments in the several divisions of Agriculture were among those presented to the Board at the June 8 meeting but were referred back to the Chancellor and president for study and later report. These salary adjustments were provided for within the funds allotted to the State College.

<table>
<thead>
<tr>
<th>Name, Title and Department</th>
<th>Base Salary 1936-37</th>
<th>Recommended Salary 1937-38</th>
<th>Net Salary Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lucille Wilkins, Stenographer, Farm Crops, Central Station</td>
<td>1,000.00</td>
<td>1,200.00</td>
<td>200.00</td>
</tr>
<tr>
<td>Elmer Hansen, Asst. Prof. Horticulture, Central Sta.</td>
<td>2,038.51</td>
<td>2,100.00</td>
<td>61.49</td>
</tr>
<tr>
<td>Ivan Branton, Asst. Prof. Ag. Eng., Central Station</td>
<td>1,681.60</td>
<td>2,100.00</td>
<td>418.40</td>
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<tr>
<td>Veva Shattuck, Secretary Entomology, Central Station</td>
<td>1,175.19</td>
<td>1,200.00</td>
<td>24.81</td>
</tr>
<tr>
<td>H. R. Sinnard, Assoc. Prof. Ag. Eng., Central Station &amp; School of Agriculture</td>
<td>2,700.00</td>
<td>3,000.00</td>
<td>300.00</td>
</tr>
<tr>
<td>R. E. Dimick, Prof. (Dept. Head) Fish &amp; Game, School of Ag.</td>
<td>3,600.00</td>
<td>3,800.00</td>
<td>200.00</td>
</tr>
<tr>
<td>E. G. Keelner, Club Agent Extension Service</td>
<td>1,793.72</td>
<td>2,040.00</td>
<td>246.28</td>
</tr>
<tr>
<td>Lucy A. Case, Ext. Spec. Extension Service</td>
<td>2,500.00</td>
<td>2,700.00</td>
<td>200.00</td>
</tr>
<tr>
<td>Joan Patterson, Ext. Spec. Extension Service</td>
<td>2,038.51</td>
<td>2,290.00</td>
<td>241.49</td>
</tr>
<tr>
<td>H. B. Howell, Supt. Astoria Branch Station</td>
<td>2,916.82</td>
<td>3,000.00</td>
<td>83.18</td>
</tr>
<tr>
<td>D. E. Richards, Supt. Union Branch Station</td>
<td>3,600.00</td>
<td>3,800.00</td>
<td>200.00</td>
</tr>
</tbody>
</table>

Total $2,175.65

Of the total amount of increase represented above, $283.18 will be provided entirely from restricted funds, in the branch stations. The remainder, totaling $1,892.47 will require replacement of millage funds in the Agriculture budget from the Board's unappropriated balance. This amount was deducted.
from the Agriculture budgets and added to the Board's unappropriated funds following the June meeting when the Board deferred action on these salary adjustments. The Committee is recommending these salary adjustments at the rates indicated above to be effective July 1, 1937."

The Board adopted the report of the Finance Committee on supplementary budget additions outlined above for the University and State College.

The following report of C. A. Brand, Chairman of the Curricula Committee, was presented:

"For the purpose of enabling the University of Oregon and Oregon State College to prepare teachers for certification in accordance with House Bill 222 passed by the 1937 Legislature, Presidents Boyer and Peavy have recommended the following course adjustments. These adjustments have the approval of the Chancellor and the Interinstitutional Advisory Committee on Curricula.

Course to be added at both the University and the State College

Ed. 316. Oregon School Law and the Oregon System of Education. Fall and winter terms, 2 hours.

An analysis of the Oregon school system and the laws on which the system is based. Attention is given to the problems of Oregon Schools, plans proposed for their solution, the course of study, and trends in educational development in the state. Prerequisite: junior standing.

Course to be added at the State College

Hst. 377. History of Oregon. Spring term, 3 hours.

Detailed study, largely from sources, of the building of civilization in the Pacific Northwest.

Change in course number at University

Hst. 477. History of Oregon, to be changed to Hst. 377.

The Committee recommends the approval of these course changes."

The Board adopted the report of the Curricula Committee as presented by the chairman.
President Marks appointed the following permanent and special committees for the ensuing year:

**Permanent Committees**

Executive Committee. (Ex-officio and elective) Willard L. Marks, Chairman; E. C. Pease; E. C. Sammons.

Finance Committee. E. C. Sammons, Chairman; Herman Oliver; Walter E. Pearson.

Curricula Committee. C. A. Brand, Chairman; Beatrice Walton Sackett; Robert W. Ruhl.

Buildings, Grounds, and Capital Outlay Committee. F. E. Callister, Chairman; Beatrice Walton Sackett; Robert W. Ruhl.

Insurance Committee. Walter E. Pearson, Chairman; Robert W. Ruhl; Herman Oliver.

Public Relations Committee. E. C. Pease, Chairman; F. E. Callister; Walter E. Pearson.

Agricultural Experiment Stations Committee. Herman Oliver; Chairman; F. E. Callister; E. C. Pease; C. A. Brand.

**Special Committees**

Rules and By-Laws Committee. Robert W. Ruhl, Chairman; Beatrice Walton Sackett; Walter E. Pearson.

Unified Administration Committee. Herman Oliver, Chairman; E. C. Sammons; C. A. Brand; F. E. Callister.

Library Committee. Beatrice Walton Sackett, Chairman; C. A. Brand; E. C. Pease.

President Marks filed with the Secretary communications from the Willamette Council of the American Legion in regard to station KOAC.

President Marks also reported the receipt of a communication from Homer Cummings, Attorney General of the United States, expressing appreciation of the services of Dean Wayne L. Morse in his capacity of Administrative Director of the Attorney-General's Survey of Release Procedures.
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. Carl G. Washburne $100; from Maier and Frank Company through Mr. Aaron Frank $100.

**State College**

Grant of $264.24 from the Oregon-Washington Pear Bureau to the Agricultural Experiment Station, Department of Horticulture, for research projects in apples and pears.

Grant of $468.26 from Columbia County, Douglas County and the Crop Protection Institute to the Agricultural Experiment Station, Department of Entomology.

**NOTEBOOM ESTATE SETTLEMENT**

The Board voted to accept the cash settlement of $6,995.03 as full settlement of the estate of Jacob William Noteboom who made the Doernbecher Memorial Hospital for Children residuary legatee of one-third of his estate. The Board confirmed the Secretary's action in receipting for the payment.

**STATE HIGHWAY COMMISSION, RESOLUTION ON SALE OF LAND**

In order to complete the transaction authorized by the Board at its July 27 meeting in selling a certain tract of land to the State Highway Commission, the following resolution was adopted by the Board:

"WHEREAS, a deed was made and executed by C. D. Fager and Mary E. L. Fager, husband and wife, to Board of Regents of the Oregon Agricultural College of the STATE OF OREGON for the Southern Oregon Experimental Station dated the 12th day of April, 1912, recorded the 15th day of April, 1912, in Volume 92, Page 291, in the Deed Records of Jackson County, Oregon, which said deed conveyed the following described real property, to-wit:

Beginning at the Northwest corner of the land of grantors as described in Volume 94, Page 365, Deeds of Jackson County Records; thence running East along the North line thereof 147.1 feet to corner; thence South 54° 45' West 116.7 feet to the center line of the County road; thence North 37° 30' West along said road 84.94 feet to the place of beginning, containing 4949 square feet of land, being
part of Donation Land Claim No. 59, Township 38 South, Range 1 West of the Willamette Meridian, Oregon,

and said real property is now owned by the STATE OF OREGON, and is under the jurisdiction of the State Board of Higher Education, and

WHEREAS, the STATE OF OREGON, by and through its State Highway Commission desires for its use in widening, realigning, and changing the Pacific Highway in Jackson County, the following of said above described real property, to-wit:

Beginning at the point of intersection of the Southeasterly line of the said property and the existing Easterly right of way line of the present Pacific Highway, said point being 30 feet distant Northeasterly from (when measured at right angles to) the center line of said highway at Engineer's Station 238+84.8; said point also being 1749.4 feet North and 2361.9 feet West of the Southeast corner of the N. D. Smith Donation Land Claim No. 59; thence North 54° 45' East along the said Southeasterly line a distance of 20.01 feet to a point which is 50 feet distant Northeasterly from (when measured at right angles to) the said center line at Engineer's Station 238+84.1; thence North 37° 15' West, parallel to and 50 feet distant from said center line a distance of 48.67 feet to a point on the Northerly line of said property, said point being 50 feet distant Northeasterly from (when measured at right angles to) the said center line at Engineer's Station 239+32.7; thence West, along the said Northerly line a distance of 25.13 feet to a point on the existing Easterly right of way line of said highway; thence South 37° 15' East, along the said right of way line a distance of 63.17 feet to the point of beginning, containing 0.03 acre.

and,

WHEREAS, an investigation has been made by the State Board of Higher Education of the STATE OF OREGON of the lands last above described, and said Board has found said lands not to be essential to the State Board of experimental Station located upon and adjacent to the lands first described, and that the lands last herein described are no longer required or useful for educational purposes, and that the same may be disposed of as requested by the State Highway Commission without material injury to the Department of Education of the STATE OF OREGON, therefore,
BE IT RESOLVED by the State Board of Higher Education that the lands last herein described be, and the same are hereby disposed of, allotted, transferred, and conveyed to the STATE OF OREGON, by and through its State Highway Commission for highway purposes upon the adoption of this resolution; that the Chairman and Secretary of this Board be, and they hereby are empowered to make, execute, acknowledge, and deliver, upon behalf of the Board, a proper bargain and sale deed conveying the property last herein described to the STATE OF OREGON, by and through its State Highway Commission, and receive the moneys agreed to be paid therefor; upon the terms and provisions of an agreement reached between the State Board of Higher Education and the STATE OF OREGON, by and through its State Highway Commission as shown by a letter dated July 15, 1937, addressed to J. M. Devers, Attorney for State Highway Commission, and signed by R. S. Besse, acting Director of Agricultural Experimental Station, and the approval thereof by the State Board of Higher Education and the STATE OF OREGON, by and through its State Highway Commission."

The Board confirmed the following budget additions for emergency instructional assistance at the University and State College, as authorized by the Finance Committee at its special meeting on August 18:

**University**

Elizabeth Bradway
Appointment of Miss Elizabeth Bradway as instructor in Chemistry, effective October 1, 1937, at a salary of $1,600, 10-months basis, tenure one year.
Budget addition required . . . . . . . . . . . . . . . . $1,200

J. E. Herbertson
Appointment of James E. Herbertson as instructor in Zoology, effective October 1, 1937, at a salary of $1,600, 10-months basis, tenure one year.
Budget addition required . . . . . . . . . . . . . . . . 1,200

Total additions for University . . . . . . . . $2,400

**Oregon State College**

Farm Crops
School of Agriculture, graduate assistant in Farm Crops to be employed on a 9-months basis . . $ 540

R. M. Evenden
Appointment of Robert M. Evenden as Assistant Professor of Wood Products, effective October 1, 1937, at a salary of $3,000, 10-months basis, tenure one year. Budget addition required . . . . 2,250
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September 14, 1937

Forestry Instructor Appointment

One instructor in General Forestry at a salary of $1,800 per year. Budget addition required .... $1,350

Employment of Professor E. G. Mason, Assistant to the Dean, for July and August at a salary of $300 per month. Budget addition required .... 600

C. T. Yerian Appointment

Secretarial Science, appointment of Dr. C. Theodore Yerian, Assistant Professor, effective October 1, 1937, at a salary of $2,400, 10-months basis, tenure one year. Budget addition required .... 1,800

Herbarium Part-Time Assistance

School of Science, part-time assistance in Herbarium .... 500

Total additions for State College .... $7,140

BUDGET ADDITIONS FOR SUPPLEMENTARY INSTRUCTIONAL ASSISTANCE

Upon recommendation of the Chancellor and the Finance Committee, the Board approved the following supplementary grants for instructional purposes at the University and State College:

University

Two graduate assistants at $540 each for the School of Architecture to be employed on a 9-months basis. Budget addition required .... $1,080

Graduate Assistant in Graduate Division for inter-institutional service, one-half to be charged to the University. Budget addition required .... 270

Total supplementary assistance for University $1,350

Oregon State College

Veterinary Medicine Part-time Instructor

Appointment of part-time instructor in Veterinary Medicine, effective October 1, 1937, at a salary of $2,000, 10-months basis. $600 of salary provided by restricted federal funds. Budget addition required .... 900

Botany Instructor Engineering Graduate Asst.

Instructor in Botany at a salary of $1,800 .... 1,350

Graduate assistant in Engineering, Industrial Arts, to be employed on a 9-months basis .... 540

Graduate Division Assistant

Assistant in Graduate Division for inter-institutional service, one-half to be charged to College .... 270

Total supplementary assistance for College .... $3,060
The Board approved the following budget additions for emergency equipment needs at the University and State College, as authorized by the Finance Committee at its special meeting on August 18:

**University**

- Museum of Natural History $130
- Materials for care and preservation of specimens and preparation of exhibits
- Architecture and Allied Arts 250
  - Drawing boards, easels and pottery wheels
- Music 300
  - Repairing practice pianos for rental purposes
- Journalism 300
  - Replacing six typewriters
- English 230
  - Radio receiving set, pick-up arm with turntable and records (for experimental use in Speech Department)
- Classics 25
  - Phonograph records for work in Vergil and medieval Latin
- Romance Languages 40
  - Telephone for Dr. Beall
- Chemistry 250
  - Two balances
- Zoology 225
  - One microscope
- Geology 250
  - One polarizing microscope outfit

Total equipment additions for University $2,000

**Oregon State College**

- Agriculture 500
  - Miscellaneous laboratory equipment for Plant Industries, Soils, and Veterinary Medicine
Engineering ............... $ 1,700
Two engine lathes for Industrial Arts; tachometers, voltmeters, and miscellaneous equipment for Electrical Engineering; gas analysis instrument, water still, turbidimeter, and metallographic polishing apparatus for Mechanical Engineering.

Forestry ............... 825
One and one-half ton truck for student transportation to be supplemented by trade-in value of old truck.

Home Economics ............. 300
Singer sewing machine to replace obsolete machine; laboratory equipment for Foods and Nutrition; office equipment for one additional staff member.

Lower Division ............. 355
Replacement of two worn-out typewriters and case rack for Journalism; laboratory and metal tables; small motor; and miscellaneous equipment for Art and Architecture.

Science ...................... 1,460
Three mechanical stages, one microscope, and one centrifuge for Bacteriology; one binocular and one microscope for Botany; one nitrogen analyzer and miscellaneous equipment for Chemistry; one binocular for Geology; one microscope for Entomology; one calculator for Mathematics; galvanometer, oscilator, and miscellaneous equipment for Physics; one microscope for Zoology.

Registrar's Office ............. 300
Three typewriter replacements

Class Room Chairs .............. 2,460
240 tablet armchairs and 120 straight-back chairs

Total equipment additions for State College ............. $8,000

Upon recommendation of the Chancellor and the Finance Committee, the Board approved the following supplementary budget additions for equipment at the University and State College:

University

Architecture and Allied Arts ............. 250
Exhibit material, lantern slides and office and laboratory supplies.

Music ...................... 132
Additional repairs to pianos for rental purposes
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September 14, 1937

English ........................................... 191
Additional supplies

Total supplementary equipment additions for University $573

Oregon State College

Library ........................................... $5,000
Books, periodicals, and binding.

Music ........................................... 4,000
Ten pianos at $400 each ($4,000); 1 Steinway Grand, ($1,700); Less allowance on old pianos, ($1,700).

Engineering ................................... 2,400
Small truck to transport students 10 miles to field work for Civil Engineering ($300);
one distillation unit ($1,500)

Forestry ........................................ 244
Office equipment for four new staff members

Secretarial Science ............................. 1,150
Replacement of 10 typewriters ($700); one duplicator ($200) and one adding machine ($250)

Lower Division ................................. 82
One filing cabinet, records, etc., for Speech Department

Science .......................................... 280
One compound microscope for Physics ($200);
5 dissecting microscopes for Botany ($50); and
1 instructor's desk for Chemistry ($30)

Total supplementary equipment additions for State College $13,156

BUDGET ADDITION FOR U of O PRESIDENT'S OFFICE

The Board approved the following equipment items required for the University of Oregon President's Office in the amount of $882.31, or as much thereof as is required.

Carpet .................. $507.25
Curtains .................. 9.30
Draperies .................. 137.25
Desk .................. 66.00
Table .................. 40.00
Glass Tops .................. 36.00
Felt Tops .................. 10.00
Chairs .................. 76.00

Total .................. $882.31
The Board confirmed the action of the Finance Committee in approving the following emergency salary adjustments at the University and State College:

L. F. Henderson  
Increase in time of L. F. Henderson, Research Professor and Curator of Herbarium, from one-fourth to one-third, salary $1,200, 12-months basis, effective July 1, 1937. Budget addition required $501.71.

George Godfrey  
Salary Increase  
Increase in salary rate of George Godfrey, Associate Professor in Charge of News Bureau, from $2,000 to $3,600, effective September 1, 1937. 
Mr. Godfrey is to be released one-third time during 1937-38 to the State Planning Commission for which period he will receive $2,400 per year from the Board and $1,200 per year from the Commission. Salary saving of $500 to be budgeted as follows:

Increase in time of secretary in News Bureau  
from one-half to full-time  
$455.93

Saving to Board funds  
44.07

Hazel P. Schwering  
Salary Increase  
Increase in salary for Hazel P. Schwering, Dean of Women, from $2,500 to $2,700, effective October 1, 1937. Budget addition required $150.

J. O. Lindstrom  
Salary Increase  
Increase in salary for J. O. Lindstrom, Business Manager, from $2,700 to $2,900, effective July 1, 1937. Budget addition required $200.

Total budget addition required for University  
$807.64

Oregon State College

Burdette Glenn  
Salary Increase  
Return to the staff from leave of absence, and increase in salary of Burdette Glenn, Associate Professor of Civil Engineering, from $2,700 to $3,800, effective October 1, 1937, and promotion in rank to full professor, indefinite tenure. 
Professor Glenn has been with the State Highway Commission. Saving of $540 on graduate assistant's salary to be applied on increase. Budget addition required $2,310.
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J. F. Brumbaugh
Increase in Time
Increase from one-half to full-time of J. F. Brumbaugh, Professor of Psychology, and corresponding salary increase from $1,650 to $3,300, effective October 1, 1937. Budget addition required $1,237.50.

Fred Merryfield
Salary Increase
Increase in salary of Fred Merryfield, Assistant Professor of Civil Engineering, from $2,500 to $2,700, effective October 1, 1937. Professor Merryfield was offered a like amount from another institution. Budget addition required $150.

W. D. Wilkinson
Salary Increase
Increase in salary for W. D. Wilkinson, Assistant Professor of Geology, from $2,400 to $2,650, effective October 1, 1937. Professor Wilkinson was offered considerably more money by another institution but agrees to remain at the salary indicated. Budget addition required $187.50.

A. A. Brooks
Salary Increase
Increase in salary for A. A. Brooks, Purchasing Agent, from $1,925.91 to $2,200, effective July 1, 1937. Budget addition required $276.09.

Ruth M. Forest
Salary Increase
Increase in salary for Ruth M. Forest, Home Economics Critic Teacher in Education, from $1,780.22 to $2,000, effective September 1, 1937. Of the annual increase, the Corvallis School Board will provide $100. Budget addition from Board funds $119.78.

John C. Burtner
Salary Increase
Increase in salary for John C. Burtner, Associate Professor in Charge of News Bureau, from $3,100 to $3,600, effective September 1, 1937. $201.64 of the increase will come from restricted federal funds. Budget addition from Board funds $215.02.

Mary Kupfer
Salary Increase
Increase in salary of Mary Kupfer, stenographer in Agricultural Economics Extension, from $1,320 to $1,500, effective September 1, 1937. Salary increase of $150 to be paid from restricted federal funds.

J. R. Beck
Salary Decrease
Decrease in salary of J. R. Beck, rural service specialist, from $4,146.35 to $4,008.00, effective September 1, 1937. Salary saving to restricted cooperative extension funds of $115.29 to be used to equalize salaries for comparable positions in extension.

Total budget addition required for College $4,495.89

Centralized Activities
Ray Herman
Salary Increase
Increase in salary of Ray Herman, clerk and assistant auditor, from $1,820 to $1,920, effective July 1, 1937. Budget addition required $100.00

Net total of Board's funds required for salary adjustments $5,403.53
The Board approved the following appointments of research scholars, 9-months service, effective September 15, 1937, and the grant of $100 to Dr. Zeller, the amounts to come from the special fund of $10,000 earmarked for general research work:

<table>
<thead>
<tr>
<th>Name</th>
<th>Role and Details</th>
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<tbody>
<tr>
<td>Miss Mary Kessi</td>
<td>Miss Mary Kessi, full-time research scholar, assigned to Dr. C. B. Beall's project, &quot;Studies of the Franco-Italian Literary Relations&quot;, $540.</td>
</tr>
<tr>
<td>Robert Vosper</td>
<td>Mr. Robert Vosper, full-time research scholar, assigned to Dr. S. S. Smith's project, &quot;The Psychological Novel&quot;, $540.</td>
</tr>
<tr>
<td>Stanley Robe</td>
<td>Mr. Stanley Robe, full-time research scholar, assigned to Dr. L. O. Wright's project, &quot;Studies of the Mexican Novels&quot;, $540.</td>
</tr>
<tr>
<td>Albert Hughes</td>
<td>Mr. Albert Hughes, half-time research scholar, assigned to Dr. E. C. Gilbert's project, &quot;Thermochemistry of Hydrazine&quot;, $270.</td>
</tr>
<tr>
<td>J.T. Van Bruggen</td>
<td>Mr. J. T. Van Bruggen, half-time research scholar, assigned to Dr. Leo Friedman's project, &quot;Lignin of Western Woods&quot;, $270.</td>
</tr>
<tr>
<td>R. E. Rieder</td>
<td>Mr. R. E. Rieder, half-time research scholar, assigned to Professor J. S. Jones, Professor E. C. Callaway, and Dr. D. C. Mote's project, &quot;Insect Reaction to Organic Compounds&quot;, $270.</td>
</tr>
<tr>
<td>James Welch</td>
<td>Mr. James Welch, half-time research scholar, assigned to Dr. A. R. Moore's project, &quot;Studies of the Physiology of the Nervous System&quot;, $270.</td>
</tr>
<tr>
<td>F. W. Vogel</td>
<td>Mr. F. W. Vogel, full-time research scholar, assigned to Dr. L. S. Cressman's project, &quot;Investigation into the Catlow Culture of Catlow Cave No. 1 and Its Bearing on Early Man in Oregon&quot;, $540.</td>
</tr>
<tr>
<td>Dr. S. M. Zeller</td>
<td>Dr. S. M. Zeller, grant for his project, &quot;Gasteromycetes of North America&quot;, $100.</td>
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</tbody>
</table>

The Board accepted an anonymous gift of $400 to be used for wages and materials in boat building activities in Physical Education at the State College, and authorized the appropriation of $400 to match this gift.
PERSONNEL

The Board approved the following personnel adjustments at the University:

F. G. Macomber
Appointment
Appointment of Dr. F. G. Macomber as Professor of Education to replace Dr. Ralph W. Leighton, effective October 1, 1937, at a salary of $3,200, 10-months basis, tenure one year. Funds for the position already provided in the budget.

David Thompson
Appointment
Appointment of Mr. David Thompson as Assistant Professor of English, effective October 1, 1937, at a salary of $2,200, 10-months basis, tenure one year. Amount originally budgeted for the position $2,400. Saving of $150 in the current fiscal year to be used toward the salary of two instructors yet to be appointed.

L. K. Shumaker
Leave of Absence
Leave of absence without salary for Mr. L. K. Shumaker, Supervisor of English Bureau and Assistant Professor of English, from October 1, 1937, to September 30, 1938, to accept a scholarship at Stanford University to work toward his doctorate. Salary saving of $1,650 will be used to employ a substitute for the school year to be recommended at a later date.

Lilian Tingle
Leave of Absence
Extension of leave of absence, without salary, for Miss Lilian Tingle, Professor of Home Economics from July 1, 1937, to June 30, 1938.

F. P. Robinson
Resignation
Resignation of Dr. Francis P. Robinson, Assistant Professor of Psychology, effective October 1, 1937, and the appointment of Dr. Robert Leeper as Assistant Professor of Psychology, effective October 1, 1937, 10-months basis, tenure one year, salary $2,950. No change in budget.

Miriam Yoder
Salary Increase
Increase in salary for Miss Miriam Yoder, senior assistant cataloguer in the Library, from $1,500 to $1,620, effective September 1, 1937. Budget addition required $100.

Instructorship in Sociology
Increase in Time
Increase in time of instructorship in Department of Sociology from one-half to full-time, effective October 1, 1937, at a salary rate of $2,000, 10-months basis. Budget addition required $750.

H. W. Robinson
Salary Increase
Increase in salary for Horace W. Robinson, Assistant Professor of Dramatics, from $2,000 to $2,500, effective October 1, 1937, 10-months basis, one year tenure. Mr. Robinson has an offer of an equivalent amount from another institution. Budget addition required $375.
The Board approved the following personnel adjustments at the State College:

Clark Emery and Gainford Hall
Increase in Time and Salary
Change in time service for Clark Emery and Gainford Hall, instructors in English, from nine to ten-months basis, effective October 1, 1937, with an adjustment in salary from $1,305 to $1,600. There will result a budget saving of $210 which will be used for additional assistance in the English Department.

Bayard O. Wheeler
Increase in Time and Salary
Increase in time of Bayard O. Wheeler, instructor in Business Administration and Economics, from nine to ten months, effective October 1, 1937, and increase in salary from $1,800 to $2,200. Budget saving of $160 to be transferred to the School of Music budget to care for the salary increase of Professor Delbert Moore as approved at the July 27 meeting.

Lorna Jessup
Increase in Time
Increase from half to full-time of Mrs. Lorna Jessup, Assistant Dean of Women, effective October 1, 1937, with a corresponding increase in salary from $1,300 to $2,500, 12-months basis. Budget addition required $975.

Willard M. Craig
Appointment
Appointment of Willard M. Craig as instructor in Business Administration at a salary of $1,450, 9-months basis, effective October 1, 1937, tenure one year, with the utilization of $540 of a graduate assistantship toward the salary. Budget addition required $910.

The Board approved the following personnel adjustments at the Medical School:

John C. Evans
Appointment
Appointment of Dr. John C. Evans as Assistant Clinical Professor of Psychiatry, without salary, effective September 1, 1937.

E. Jeanette Oswald
Appointment
Appointment of Miss E. Jeanette Oswald as Assistant Professor in the Department of Nursing to replace Miss Ruth Wheelock, from September 1, 1937 to June 30, 1938, ten-months basis, at a salary of $2,400. No change in budget.

Alexander Goldenweiser
Leave of Absence
The Board approved a leave of absence, without salary, for Dr. Alexander Goldenweiser, Professor of Thought and Culture in the Portland Extension Center, from October 1, 1937, to October 1, 1938, to serve as head of the department of anthropology in the University of Wisconsin. The salary saving of $1,650 to be transferred to the wage budget to employ substitute assistance.
The Board approved the appointment of Donald E. Johnson, as secretary to the Chancellor, effective September 16, 1937, on a 12-months basis, one year tenure, at a salary of $1,620, and a budget transfer from wages to salaries of $95.

Upon recommendation of Dr. C. V. Boyer, the Board voted to grant the degree of Bachelor of Science to Franklin Gilbert Breuer as of August 26, 1937. Mr. Breuer had completed all the requirements for the degree in the School of Business Administration.

It was moved by Director Callister and seconded by Director Semmons that the Board suspend the by-laws and hold the next regular meeting on October 25, 1937. The roll was called on the motion with the following result:

Ayes: Directors Brand, Callister, Marks, Oliver, Pearson, Pease, Sackett, Semmons.

Nays: None.

The President thereupon declared the motion carried.

The Board adjourned at 11:45 a.m.

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