STATE BOARD OF HIGHER EDUCATION  
MINUTES OF MEETING HELD AT  
HEATHMAN HOTEL, PORTLAND, OREGON  
September 13, 1938

MEETING #37  
A regular meeting of the State Board of Higher Education of the State of Oregon was held at the Heathman Hotel, Portland, Oregon, at 10:00 a.m. on September 13, 1938.

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  
   Herman Oliver  Beatrice Walton Sackett  
   E. C. Sammons

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

MINUTES APPROVED  
The Board voted to dispense with the reading of the minutes of the last meeting on July 26, 1938, and approved the minutes of this meeting as they appeared in the docket.

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

"The Building Committee at a special meeting on August 15, 1938, awarded the contract for the construction of the E.O.N.S. Dormitory in the amount of $65,500. Under this contract, the basement, first and second floors will be completed, but the third floor, accommodating thirty-two girls, will remain unfinished and unfurnished unless additional funds are secured. In accordance with the action of the Committee at this meeting, Mr. Byrne contacted the Public Works Administration in regard to the advisability of filing a supplementary application in order to complete the third floor. Mr. Hockley indicated his approval for the filing of a supplementary application for a $10,000 enlargement to the project, of which $4,500 would be a grant from the P.W.A. and $5,500 would be cash funds supplied by the Board from the E.O.N.S. building fee fund balances now on hand. Therefore, the Building Committee recommends the filing of a supplementary application with P.W.A. on this basis, and requests authorization for the President and Secretary to execute the necessary documents."
The Board voted to approve the above recommendations of the Building Committee in regard to filing an application for a supplemental grant on the Eastern Oregon Normal School Dormitory, P.W.A. Docket Oreg. 1082-F, and authorized the President and the Secretary to execute the necessary documents.

Mr. Callister continued the report of the Building Committee as follows:

"Notification has been received that the application for a $120,000 Humanities Building at the University has been approved by Washington. This includes a loan of $66,000 and an outright grant of $54,000. The official offer will be brought to the Board for later approval. University officials have worked out the plans for the building which will provide quarters for the student cooperative bookstore on the ground floor, offices and classrooms for certain departments in Arts and Letters on the second floor, and modern demonstration and laboratory units and offices for the Home Economics Department on the third floor. The Building Committee inspected the plans and is recommending their approval by the Board."

The Board accepted the report of the Building Committee in regard to the Humanities Building and approved the plans as presented.

The report of the Building Committee was continued as follows:

"The University has requested permission to file with the Works Progress Administration an application for the modification of the tunnel between the heating plant and McArthur Court, to provide more adequate drainage. This is merely a continuation of a project now in progress, and there will be no cash contribution necessary by the Board. The federal contribution will be between $5,000 and $6,000. The Building Committee recommends approval for the filing of this project."

The Board approved the report of the Building Committee with regard to the W.P.A. tunnel project, and authorized the proper University officials to proceed with filing the application for completion of the tunnel between the heating plant and McArthur Court, with the understanding that there will be no cost to Board's unappropriated funds.

Mr. Callister continued the report of the Building Committee as follows:

"A project valued at $47,100 has been approved by the Works Progress Administration for additional tunnel construction at the University. This will make possible the extension of
the tunnel from McClure Hall to the Humanities Building, with a division to Deady and to the old Library. The project involves approximately $40,000 in federal funds for labor and materials; $4,000 in University supervisory and administrative expense, and an appropriation from Board funds in the amount of $3,544. The Committee recommends, subject to the approval of the Finance Committee, that the Board appropriate $3,544 for this project, to begin not earlier than October 15, provided there is no unfavorable change in the Board's financial position as a result of student enrollment and consequent fee collections. If the Finance Committee concurs in this recommendation under these conditions, the project and appropriation should be approved."

The Board accepted the report of the Building Committee in regard to an additional tunnel project for the University and authorized the appropriation of $3,544 from Board funds and subsidization of $4,000 in the form of supervisory and administrative services, to match approximately $40,000 in federal funds for labor and materials.

The report of the Building Committee was continued as follows:

"Dr. Erb presented the problem which the University faces regarding the old Oddfellows Cemetery which adjoins the campus. Because of lack of care, the cemetery is in extremely rundown condition and represents an unsightly area. The Building Committee spent considerable time discussing possible solutions to the problem, but decided that before any action can be taken, the Committee would like to be advised regarding the precedents established in other states where a similar problem has arisen. It was the understanding that the President's Office would report at a later date on this matter."

The Board approved the report of the Building Committee in regard to the cemetery problem at the University.

Mr. Callister continued the report of the Building Committee as follows:

"The State College officials presented a proposal for a new W.P.A. campus improvement project covering 21 different job-units. At the present time the College has in operation no W.P.A. project. The new program of job-units was selected from a much larger list, since they particularly lend themselves to the type of labor available under W.P.A. in Benton County, and since they require a minimum of outlay on the part of the Board. The program involves a total of $34,298, of which $21,305 represents the value of federal labor,
$7,825 represents the value of College subsidization in the form of administrative services, shrubs and use of equipment, and $5,168 represents the additional appropriation required to supplement the federal funds. Approval of this project also helps to take care of the problem of providing for student instruction and staff housing as a result of the fire in the Agricultural Engineering Building. Subject to the approval of the Finance Committee, the Building Committee recommends that the Board appropriate $5,168 for this program of campus improvement, to begin not earlier than October 15, provided there is no unfavorable change in the Board's financial position as a result of student enrollment and consequent fee collections. If the Finance Committee concurs in this recommendation under these conditions, the project and appropriation should be approved."

The Board appropriated $5,168 for the W.P.A. program of campus improvement at the State College and subsidization of $7,825 in the form of administrative services, shrubs, use of equipment, etc., to match $21,305 in federal labor and materials, provided there is no unfavorable change in the Board's financial position as a result of student enrollment and consequent fee collections.

The report of the Building Committee was continued as follows:

"On September 14, 1937, the Board approved the plans for the Chemistry Building at the State College on the basis of a $300,000 project. The major changes, made possible by the additional loan and grant from P.W.A., are as follows:

1. Inclusion of the seventy feet of the north and south wing which were eliminated when the project was reduced from $400,000 to $300,000.

2. Finishing of the basement portions in both wings which was not contemplated under the $300,000 program and which provide space for the Agricultural Chemistry work and the Experiment Station chemist.

3. Finishing that portion of the third floor on the east and west wing which accommodates the organic chemistry research work conducted under the Rockefeller grant.

4. Finishing certain laboratories and offices on the second floor of the east and west wing which were left unfinished under the smaller program.

"All chemistry work on the campus will be provided for in the single building. Chemical Engineering will remain in the Mines Building until such a time as additional units of the Chemistry Building are erected. Mr. Byrne reported
that some noteworthy improvements had been made in the re-
study of the original plans.

1. The two major lecture rooms in the V-shaped corner of
the building have been enlarged, given more adequate
seating elevation, have been made more fireproof and
improved acoustically.

2. Plans for interior partitions and built-in equipment
throughout the building have been restudied and
refined, as a result of the time that has elapsed
since the original plans were made a year ago. Utility
connections and sidewalks have been included to make
a more complete orientation with the entire campus.

"The Building Committee is recommending approval by the
Board of the plans for the Chemistry Building as revised
on the basis of the enlarged program."

The Board voted to approve the plans for the Chemistry Building
as revised on the basis of the enlarged program.

Mr. Callister continued the report of the Building Committee
as follows:

"The Chancellor presented a report from the State College
regarding its recent fire loss. On September 9 the Agri-
cultural Engineering Building, including equipment, was
partially destroyed by fire, with a net fire loss in build-
ing estimated at $26,960 and in equipment of $9,633.62,
making a total restoration cost of $36,593.62. In view
of the availability of grants through P.W.A., it may be
feasible to secure from P.W.A. a grant to supplement the
restoration funds, and thus provide a building of higher-
class construction, create more up-to-date facilities, and
if possible, add two small wings for classroom and office
purposes. It is expected that the $36,593.62 will be avail-
able from the restoration fund. Some of this will be
required for the immediate replacement of certain equipment.
The remainder, if used to match a 45 per cent grant from
the P.W.A., would make possible the restoration and improve-
ment of the former building. The Building Committee is mak-
ing the following recommendations:

1. That the detailed statement of losses on account of
the fire be filed with the State Board of Control and the
State Fire Marshal and that the Board of Control be
requested to authorize the College to proceed immediately
with the plans for rebuilding and the purchasing of new
equipment to replace that having no salvage value."
2. That the Secretary be authorized to take immediate steps towards the filing of an application with P.W.A. for a grant of an amount representing 45 per cent on the basis of utilizing the money from the restoration fund for 55 per cent of the total cost."

The Board voted to approve the report of the Buildings, Grounds and Capital Outlay Committee and to authorize the State College officials to file with the State Board of Control and the State Fire Marshal a detailed statement of losses on account of the fire in the Agricultural Engineering Building, and to make a request for sufficient funds from the state restoration fund to cover the restoration of this building; the Board also voted to authorize the Secretary to file immediately an application with the Public Works Administration for a 45 per cent grant on the basis of utilizing the money received from the restoration fund for 55 per cent of the total cost of the project, the Secretary of the Board to have the authority to determine how much of the restoration fund is to be applied towards the Board's 55 per cent contribution, and to calculate the requested grant on this basis; the Board authorized the President and Secretary to execute the necessary documents in connection with this application.

The report of the Building Committee was continued as follows:

"It is unlikely that the restored Agricultural Engineering Building at the State College will be ready for either the fall or winter term's work, and in order to accommodate the 150 students per term registered in Agricultural Engineering courses, to carry on the research program under the 1937 grants from the Legislature, and to accommodate the ten people who have had office space in the building, it is necessary to provide temporary quarters. The Board is very fortunate in having preserved and partially remodelled the old Dairy Barn, now known as the Agricultural Utilities Building, which is now available to meet this emergency. Even some portions of this building which have been fitted up by a federal department have been generously relinquished. The Building Committee, therefore, recommends the following, subject to the approval of the Finance Committee:

1. That $1,873.80 be appropriated by the Board to complete the remodelling of the Agricultural Utilities Building to care for the work and personnel deprived of housing by reason of the fire. This supplements the funds already approved in the W.P.A. project, part of which was for use on this building."
2. That the College proceed as rapidly as possible in getting facilities in shape in order that there may be a minimum of interference with the fall program of the Department of Agricultural Engineering."

The Board appropriated $1,873.80 to complete the remodelling of the Agricultural Utilities Building to care for the work and personnel deprived of housing by reason of the fire, and authorized College officials to proceed as rapidly as possible in getting facilities ready for the fall program of the Department of Agricultural Engineering.

Mr. Callister continued the report of the Building Committee as follows:

"The Committee inspected the plans for the Tuberculosis Hospital as presented by Mr. Couch. Since these plans have been worked out by a committee of the Board of Control on which Dean Dillehunt and Mr. Pearson represented the Board of Higher Education, the Committee recommends approval of these plans and heartily commends the splendid spirit of cooperation of the Board of Control in this joint undertaking."

The Board voted to approve the plans for the Tuberculosis Hospital as presented.

The report of the Building Committee was continued as follows:

"Notification has been received of the approval by Washington of the application for a grant of $163,350 to supplement the $200,000 cash on hand for the construction of the Medical Library, Auditorium and Laboratory Building. Mr. Couch presented the final plans for this wing. The Building Committee had, at a previous meeting, thoroughly reviewed these plans. Approval of these plans by the Board, subject to minor revisions, is recommended."

The Board voted to approve the plans for the Medical Library, Auditorium and Laboratory Building.

Mr. Callister continued the report of the Building Committee as follows:

"The Chancellor reported to the Committee that the remodelling of the Church residence for use as the Chancellor's home had been completed within the funds allotted by the Board, with a small balance remaining. The Committee merely wishes to commend the splendid work done in remodelling this property."
The Board accepted the report of the Building Committee in regard to the remodelling of the Church residence.

The following report was presented by the Building Committee in regard to the building repairs and improvements survey:

"Mr. Byrne submitted to the Committee, with the Chancellor's approval, a report on the resurvey of emergency building repairs which he and Mr. Traver have made during the past month, at the direction of the Building Committee. There was set up in the budget a reserve of $14,224.68 for this purpose. The eighteen items listed below in the order of their emergency character were recommended and will come within the funds available, leaving an estimated balance of about $900. There remain undone under this program twenty items aggregating more than $39,000 which the Board is unable to reach within the small fund available. All of these items are of an emergency nature and the repairs should be made in the near future to avoid damage and deterioration.

"In the following table, the costs of the eighteen items are distributed by institutions in Column I; Column II shows a distribution of the totals of last year's and this year's program and Column III shows the totals by institutions of the items which will remain undone.

<table>
<thead>
<tr>
<th>Institution</th>
<th>Present Program</th>
<th>Last Year and Present Program</th>
<th>Remaining Undone</th>
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<td>$6,150.00</td>
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<tr>
<td></td>
<td>$13,349.00</td>
<td>$69,527.88</td>
<td>$39,506.00</td>
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</tbody>
</table>

"Following are the eighteen items recommended at this time:

1. Heating Plant. University of Oregon. Replacing timber supports for fuel conveyor; overhauling and replacing truss rods and posts . . . . . . . . . $ 900.00

2. Administration and Physical Education Building. Oregon Normal School. Waterproofing and ventilation . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 1,000.00
3. Swimming Pool, Men’s Gymnasium. Oregon State College. Removing sand and gravel from filtration tank, renewing backwash pipes, and replacing sand and gravel... $ 560.00

4. Old Dairy Barn. Oregon State College. Shingles for main wing, $250, (WPA Labor) and wiring building for electricity, $206 ........ 456.00

5. Y.M.C.A. University of Oregon. New roof .................. 250.00

6. McClure Hall. University of Oregon. Metal lath and cement plaster lining for elevator shaft ........ 150.00

7. Forestry, Poultry and Dairy Building Roofs. Oregon State College. Item 33 of the survey of 1937, (at which point the funds were exhausted) covered roofs on 12 buildings at Oregon State College. At that time it was contemplated to make such repairs as were needed to carry the roofs until funds were available to provide new roofs. At this time new roofs are needed on the three above buildings and also fire wall repairs on the Forestry Building ................ 3,560.00

8. Condon Hall. University of Oregon. Fire wall and roof repairs. (This item was in the 1937 allotment but the funds were used on McArthur Court.) .......... 335.00


10. Landscaping. Southern Oregon Normal School. Materials for WPA project to landscape Physical Education Building, grade and bring water to girls' playfield back of building, construct parking areas behind both new and old buildings and grade behind old building to improve appearance and drainage. ........ 800.00


13. Heating Plant. University of Oregon. Oil heater for fuel burner ........................................ 400.00

14. Waldo Hall. Oregon State College. Rewiring top floor to provide adequate lighting and eliminate fire hazard .................................................. 1,600.00

15. Library. University of Oregon. Covering delivery desk to prevent noise in reading room ......................................................... 92.00

16. Medical School Building. Waterproofing, $200. Repairs to outside doors, $200. Light fixtures for Doernbecher Hospital, $250 ................................ 650.00

17. Irrigation. University of Oregon. Installation of pump to permit use of mill race water ...................................................... 400.00

18. Men's Dormitory. Oregon State College. Replacement of damaged shades .................. 325.00

Total ........................................... $13,340.00

"The Building Committee is recommending to the Board approval of this program of repairs."

The Board approved the report of the Building Committee in regard to the building repairs and improvements program for 1938-39 and allocated $13,340, or as much thereof as is required, for the eighteen items listed above, funds to come from the reserve set up for this purpose in the 1938-39 budget.

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

"The Finance Committee of the Board has for some time been giving consideration to the biennial requests to the Governor and Legislature for the operation of the institutions for the biennium 1939-1940. The Committee is now ready to make the following recommendations to the Board for its approval and transmission to the Governor."
"In view of the unprecedented increase in enrollment during the past five years amounting to 49.12 per cent for the several institutions comprising the State System and because of other factors enumerated below, it will be impossible to operate the institutions for the coming biennium within the annual continuing millage appropriation of $2,294,977. The Committee, therefore, recommends a supplementary request of $332,177 for each year of the biennium, or $664,354 for the biennium for the following purposes:

1. To care for increased enrollment, $100,000 per year or $200,000 for the biennium.

2. To make possible continuation of the present salary level for staff members in accordance with the restoration ordered by the last Legislature, $97,500 a year, or $195,000 for the biennium.

3. To replace obsolete instructional equipment and for building repairs deferred for a period of seven years because of limited funds, $100,000 per year, or $200,000 for the biennium.

4. To replace funds discontinued by the federal government for Cooperative Extension work in Agriculture and Home Economics and to permit continuation of present work, $34,677.50 per year or $69,355 for the biennium.

"It is pertinent to call attention at this point to the fact that the above total request including the supplementary appropriations will still be $263,062, or 4½ per cent less than the appropriations for the biennium 1929-1930 when the single Board assumed the administration of the institutions. In contrast to this decrease in funds, enrollment over this same period in the institutions comprising the State System has shown an increase of 616 students or 8.73 per cent. At the two major institutions the enrollment has almost doubled since 1933-34, the increase at the State College being 106 per cent, and at the University 47 per cent.

"The only expansion represented in this supplementary request is the $100,000 per year required to care for increased enrollment. The pressure of constantly enlarged student attendance since 1933-34 has increased faculty teaching loads far beyond national standards, and combined with the increased materials required for student instruction, makes this small increase imperative. Present indications point to a further increase in enrollment for the fall term this year."
"The second item of $97,500 a year for salary restoration is occasioned by the fact that the Legislature did not provide sufficient funds for salary restoration for the full twenty-four months of the current biennium. To meet this situation, salary restoration for the staffs of higher education was deferred to July 1, 1937, whereas other state divisions effected restoration on March 1, 1937. Unless this supplementary appropriation is made for the coming biennium, either the old salary cuts will have to be applied again for a six months' period, or staff reductions will be required. In this connection it should be pointed out that the combined teaching staff for the current year with student bodies totalling 10,157 is almost 100 below the teaching staff in 1929-30 when the student bodies totalled 9,341 students.

"An accurate outside survey made of the physical plants of the several institutions indicated the need for an expenditure of at least $300,000 to bring the physical plants to a point where actual deterioration would not be taking place. Replacement of obsolete and worn-out equipment was estimated at $146,000. The recommended supplementary request for $100,000 per year for repairs and replacement of equipment will, of course, care for only the emergency needs.

"The program outlined above embraces funds required to operate the campus instructional work at the six institutions of the State System--University of Oregon, Oregon State College, Medical School, and the three normal schools--and also other activities such as adult education in Portland and other cities of the state, research and service work in agriculture, medicine, city government, engineering, education and business. It does not include special projects in research, extension and public service which the educational institutions have administered and for which special appropriations have been made by the Legislature at the request of various industrial, agricultural and social welfare groups and organizations. While the State Board of Higher Education is not listing these special appropriations in its regular educational budget, it recognizes the value and the necessity of the activities and accepts the responsibility for their conduct if the Legislature sees fit to appropriate the necessary funds.

"On behalf of the Finance Committee, I recommend approval of the above program to the Board for its adoption and presentation to the Governor and the 1939 Legislature."

The Board voted to adopt the program as outlined by the Finance Committee as the basis for the biennial budget requests to the Governor and Legislature for the operation of the institutions for the biennium 1939-1940."
The report of the Finance Committee was continued as follows:

"The Chancellor reported to the Committee a balance of $3,599.96 in Military Science Deposit accounts which had accumulated at the State College before unification because of certain additional allowances by the Federal Government for uniforms, certain student deposits for upkeep, and loss guarantee. The balances were distributed in the following accounts:

R.O.T.C. Uniforms . . . . . . $1,832.60
R.O.T.C. Maintenance . . . . . . 961.45
Military Loss and Damage . . . . . . 805.81

"The Finance Committee is recommending that the balances in the old Military Science Deposit accounts be taken into the Board's unappropriated fund."

The Board approved the recommendation of the Finance Committee that the balance of $3,599.96 in Military Science Deposit accounts at the State College be taken into Board's unappropriated funds.

Mr. Sammons continued the report of the Finance Committee as follows:

"The Finance Committee gave consideration to the investment of the building fee reserves on the Memorial Union bond issue and is recommending that the Board adopt item 7 of the Docket, with the understanding that the Comptroller also be authorized to invest the building fee reserves in Memorial Union bonds maturing within one or two years."

The Board authorized the Comptroller to invest building fee reserve balances on the Memorial Union bond issue in bonds issued or guaranteed by the United States government or in Memorial Union bonds maturing within one or two years.

The report of the Finance Committee was concluded as follows:

"The Finance Committee also gave consideration to items 2, 3, 4, 5, 6, 8 and 9 in the Docket dealing with financial problems and recommends approval by the Board of these items as they arise. It also records approval of the appropriations already recommended in the Building Committee report."

Mr. Marks reported that the special committee appointed by the Board on July 26 had met with the Board of Control on September 12 regarding the plans for the construction and operation of the Tuberculosis Hospital at the Medical School. The Secretary read the following contract which has been approved by the Board of Control and the special committee of the State Board of Higher Education, subject to the approval of the Attorney-General.
"This CONTRACT made and entered into this 12th day of September, A.D., 1938, between the Oregon State Board of Control and the Oregon State Board of Higher Education, WITNESSETH:

"The terms 'Tuberculosis Hospital unit', 'Tuberculosis Hospital', or 'University State Tuberculosis Hospital' as applied in this contract, shall mean the Tuberculosis Hospital unit to be located on the campus of the University of Oregon Medical School in Sam Jackson Park, Multnomah County, Oregon.

"WHEREAS, the legislative assembly of the State of Oregon by Chapter 349, General Laws of Oregon for 1937, authorized the Oregon State Board of Control and the State Board of Higher Education, to enter into an agreement upon such terms and for such period of years as may be mutually agreed upon by said boards, for the erection of state buildings upon the campus of the University of Oregon Medical School, and providing for the maintenance, operation and control thereof, wherein state wards or patients may now or hereafter be under observation, treatment or custody, and

"WHEREAS, it is the desire to put on a more permanent basis the relationship now existing between the State Tuberculosis Hospitals and the University of Oregon Medical School; and

"WHEREAS, the object of the mobilization of all facilities of the State Tuberculosis Hospitals and those of the University of Oregon Medical School devoted to the care of the tuberculous is to relieve suffering, to provide facilities for the training of future physicians and nurses, and to foster scientific investigations into the causes and relief of tuberculous conditions, and

"WHEREAS, the University of Oregon Medical School has established a faculty of physicians qualified to provide care to those afflicted with all medical and surgical diseases and to investigate into the causes of obscure diseases and has established centralized services in its hospital program in the administration, medical, surgical, obstetrical, and pediatric services, pathological laboratories, radiological laboratories, physical therapy laboratory, social service, admittance, nursing, medical records, business office, storekeeping, building maintenance, etc., all of which functions will serve to the best interest of the patient if extended to the University State Tuberculosis Hospital as a unit of the University of Oregon Medical School Hospitals and Clinics, and

"WHEREAS, it was the intention to provide additional hospital facilities for the tuberculous under the provisions of Section 59-531, Oregon Code Supplement, 1935,
"NOW, THEREFORE, in consideration of the mutual covenants and conditions hereof, the parties hereto agree as follows:

"FIRST: The Board of Higher Education agrees to provide a suitable site on the campus of the University of Oregon Medical School for the location of the University State Tuberculosis Hospital unit and further additions, thereto, without cost to the State of Oregon.

"SECOND: The Oregon State Board of Higher Education through its unit - the University of Oregon Medical School - agrees to assume responsibility for the administration and operation of the University State Tuberculosis Hospital unit on the campus of the Medical School in Multnomah County within the limitations of funds provided for said hospital through appropriations made possible in the usual manner by the state legislature, based on a separate budget prepared by the Board of Higher Education for the University State Tuberculosis Hospital unit.

"THIRD: The Board of Control agrees to designate the Board of Higher Education acting through the University of Oregon Medical School as the administrative authority in the operation and conduct of the University State Tuberculosis Hospital unit on the campus of the Medical School; the Board of Higher Education exercising the same authority as it does in other units of the State System of Higher Education; and operating and maintaining said hospital in the same manner as that of other state hospitals, as provided in Chapter 421, General Laws of Oregon for 1937.

"FOURTH: The Oregon State Board of Higher Education agrees to be responsible to the Board of Control for the maintenance of the highest standards of humane professional care of the patients with tuberculosis assigned to this hospital.

"It is agreed by the Board of Control and the Board of Higher Education that the facilities of the hospital shall be available to the Medical School for the purposes of teaching and example, with a view to extending the benefit of the hospital as an instructional aid in the training of future doctors who are called upon to diagnose and treat tuberculosis in the practice of medicine in the state.

"FIFTH: The Oregon State Board of Control agrees to consult with the administration of the University of Oregon Medical School concerning the constructing and equipping of the University State Tuberculosis Hospital unit and additions thereto on the campus of the University of Oregon Medical School with a view to coordinating the tuberculosis service in all state hospitals.
"SIXTH: The Oregon State Board of Higher Education agrees
to consult with the administration of the State Tuberculosis
Hospitals to advise it concerning the constructing and
equipping of the University State Tuberculosis Hospital unit
and additions which may be contemplated from funds of the
Board of Higher Education through gifts or other sources.

"SEVENTH: It is agreed by the Board of Control and the
Board of Higher Education that the Tuberculosis Hospital
unit, or future additions thereto, as indicated in this
contract, shall be known as the University State Tuberculosis
Hospital unit of the University of Oregon Medical School
Hospitals and Clinics.

"EIGHTH: The conditions of this contract shall not become
void through additions in the number of beds and facilities,
or alterations, of the University State Tuberculosis Hospital
unit.

"The term of this agreement between the Board of Control and
the Board of Higher Education is for an indefinite period
and may be revoked by mutual agreement of the two boards
concerned, or by either party giving due notice to the other
at least six months prior to the ending of the biennial
appropriative period.

"IN WITNESS WHEREOF, the State Board of Control has caused
this instrument to be executed, in duplicate, and the State
Board of Higher Education in behalf of the University of
Oregon Medical School has caused this instrument to be exe-
cuted, in duplicate, and to become effective on the 12th
day of September, A.D., 1938."

The Board voted to confirm the action of the special committee
in approving the above contract between the State Board of
Higher Education and the State Board of Control regarding the
administration and operation of the University State Tuber-
culosi Hospital and authorized the President and Secretary to
execute such contract, with the understanding that any minor
suggestions of the Attorney-General may be incorporated pro-
vided there is no substantial change in the terms.

COMMUNI-
CATIONS

Mr. Marks reported the receipt of a communication from the
Association of Western Hospitals in which appreciation was
expressed for the participation by the University of Oregon
Medical School in the first Western Institute for Hospital
Administrators.

Mr. Marks read a resolution received from the Marion County
Farmers' Union commending the work of Dr. Kerr for his report
on marketing, and offering cooperation with the Marketing
Division.
The Secretary reported the receipt of a letter from Professor J. S. Landers of the Oregon Normal School expressing appreciation for his election as emeritus professor.

Mr. Byrne indicated that the federal postal authorities had inquired whether the Department of Higher Education is complying fully with the provisions of the Private Express Statutes, and stated that he had written to the post office inspector signifying that all communications between units of the system are transported by regular government channels.

McDONALD ESTATE MORTGAGE

Mr. Marks reported that in connection with negotiations for a new mortgage on the McDonald timber property in Coos County, the mortgagor desires to add delinquent taxes since 1931 to the principal of the mortgage. The Board felt that this procedure would be inadvisable, and Mr. Marks indicated that he would complete negotiations with this understanding.

REPORT OF CHANCELLOR

The Chancellor reported that final figures for the 1936 sixweeks summer sessions showed an increase over 1937 from 3,025 to 3,511, or 16 per cent. The second sessions increased over 1937 from 703 to 942, or an increase of 34 per cent. Dr. Hunter indicated that signs are favorable for an increase in the 1938-39 regular session enrollment.

The Chancellor reported that the Advisory Committee for the Division of Agricultural and Industrial Marketing had met twice since the July Board meeting for organization and for consideration of candidates for the directorship. A formal report will be made at the October meeting.

GIFTS

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

Oregon Mothers' Club

Gift of $150 from Oregon Mothers' Club for the Oregon Mothers Scholarship Fund.

Oregon State Bar Assn.

Gift of $300 from the Oregon State Bar Association to help defray expenses involved in annotating certain of the American Law Institute's Restatements of the Law with Oregon cases.

State Assn. U. of C. Women

Gift of $2,000 from Mrs. F. L. Chambers, Chairman of the Board of Trustees of the State Association of University of Oregon Women, for the establishment of the Luella Clay Carson Scholarship Loan Fund.
Medical School

Sherman E. Rees

Gift of $382.22 from Sherman E. Rees, M.D. to be used for research and clinical investigations in the field of Radiology.

Dorwin L. Palmer

Gift of $382.22 from Dorwin L. Palmer, M.D. to be used for research and clinical investigations in the field of Radiology.

EMERGENCY EQUIPMENT PURCHASES

The Board confirmed the action of the Chancellor and the Finance Committee in authorizing $4,500 for emergency equipment purchases from the $12,500 reserve set up for 1938-39 for the relief of obsolete equipment, as follows:

- Oregon State College: $2,200
- University of Oregon: 2,120
- Eastern Oregon Normal School: 80
- Southern Oregon Normal School: 100

Total: $4,500

LEGISLATIVE FUND BALANCES BUDGETING

The Board approved the budgeting of legislative fund balances available under House Bills 465, 114, and 179, in the amount of $7,376.80 to the following Experiment Station departments:

- Administration: $2,671.66
- Farm Crops: 1,741.86
- Food Products Industries: 264.54
- Botany: 163.46
- Agricultural Chemistry: 109.56
- Horticulture: 400.53
- Entomology: 743.14
- Veterinary Medicine: 187.70
- Astoria Branch Experiment Station: 96.09
- Soils: 1,085.35
- Vale Owyhee Project: 25.11

Total: $7,449.25

Less reduction for Dairy Research: 72.45

Total: $7,376.80

TRANSFER TO LIBRARY W.P.A. PROJECT

The Board approved the transfer of $726.60 from the Building Repairs budget of the University to the W.P.A. project for remodelling the old Library, with the understanding that the transfer will not result in a deficit in the 1938-39 building repairs budget.

ENTOMOLOGY BUDGETING GIFT FUNDS

The Board approved the budgeting to the Experiment Station Department of Entomology of $509.04 in gift fund balances carried over from last fiscal year, these funds being required to continue the research projects in the current fiscal year.
The Board approved the advance of $116.87 to the 1938-39 salary budget of the University Physical Education Department from funds to be budgeted to this department in 1939-40, in order to make possible satisfactory salary payments to Ned E. Johns, instructor.

The Board approved the budgeting in 1938-39 of $2,522 for Agricultural Research work at the State College from additional Bankhead-Jones income received over estimated income.

The Board approved a budget addition of $415 for the University High School for the following purposes:

- Extra janitorial service to supplement regular full-time service $189.00
- Secretarial assistance for principal's office 125.00
- Appointment of Miss Doye Marshall as instructor in Education and Supervisor of Art at the Roosevelt Junior High School, 9-months basis, yearly tenure, the remainder of her salary to be paid by the City of Eugene 100.00

After discussion of the offer of the United States of America acting through the Federal Emergency Administration of Public Works, the following resolution entitled, "A Resolution Accepting the Offer of the United States to the Department of Higher Education of the State of Oregon To Aid By Way of Loan and Grant in Financing the Construction and Equipping of a Chemistry Building, and Construction of Alterations to the Existing Science Building on the Campus of Oregon State College, Corvallis, Oregon," was read by Secretary Byrne and considered by the Board:

A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES TO THE DEPARTMENT OF HIGHER EDUCATION OF THE STATE OF OREGON TO AID BY WAY OF LOAN AND GRANT IN FINANCING THE CONSTRUCTION AND EQUIPPING OF A CHEMISTRY BUILDING, AND CONSTRUCTION OF ALTERATIONS TO THE EXISTING SCIENCE BUILDING ON THE CAMPUS OF OREGON STATE COLLEGE, CORVALLIS, OREGON.

BE IT RESOLVED BY THE STATE BOARD OF HIGHER EDUCATION of the State of Oregon:

Section 1. That the offer of the United States of America to the Department of Higher Education of the State of Oregon to aid by way of loan and grant in financing the construction and equipping of a Chemistry Building, and construction of alterations to the existing Science Building on the campus of Oregon State College, Corvallis, Oregon, a copy of which offer reads as follows:
P.W. 82638-34

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D. C.
August 13, 1938
Docket No. Oreg. 1158-F

Department of Higher Education
of the State of Oregon

Eugene, Oregon

1. Subject to the Terms and Conditions (FWA Form No. 230, as amended to the date of this Offer) which are made a part hereof, the United States of America hereby offers to aid in financing the construction of a new chemistry building, including necessary equipment and the acquisition of necessary land, and the construction of alterations to an existing university building, on the campus of the Oregon State Agricultural College, at Corvallis, Oregon (herein called the "Project"), by making a grant to the Department of Higher Education of the State of Oregon (herein called the "Applicant") in the amount of 45 percent of the cost of the Project upon completion, as determined by the Federal Emergency Administrator of Public Works (herein called the "Administrator"), but not to exceed, in any event, the sum of $225,000, and by purchasing, at the principal amount thereof plus accrued interest thereon, from the Applicant, obligations of the description set forth below (or such other description as shall be mutually satisfactory) in the aggregate principal amount of $275,000:

(a) Obligor: State of Oregon, by the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education (on behalf of the Oregon State Agricultural College);
(b) Type: Negotiable, special obligation, student building fee, serial, coupon bond, designated "Oregon State Agricultural College Student Building Fee Bond of 1938";
(c) Denomination: $1,000;
(d) Date: October 1, 1938;
(e) Interest rate and interest payment dates: 4 percent per annum, payable semiannually on April 1 and October 1 in each year;
(f) Place of payment: Office of the Treasurer of the State of Oregon, Salem, Oregon;
(g) Registration privileges: As to principal only;

(h) Maturities: Payable on October 1 in amounts and years as follows:
$5,000 in 1940 to 1948, inclusive,
10,000 in 1949 to 1952, inclusive,
15,000 in 1953 to 1962, inclusive, and
10,000 in 1963 to 1966, inclusive;

(i) Redemption provisions: Redeemable on any interest payment date, at the option of the Applicant, in whole or in part (selection as between bonds of the same maturity to be by lot), in reverse order of maturity, at a price per bond equal to the principal amount thereof and accrued interest plus a redemption premium of 1/4 of 1% of the principal amount for each unexpired year or fraction thereof, upon not less than 30 days' notice by publication and by mailing such notice to the last known address of each registered bondholder;

(j) Payable as to both principal and interest solely from and secured by an exclusive first charge on the proceeds of student building fees of not less than $2.00 per undergraduate student for each of not less than three regular terms or semesters in each year of the Oregon State Agricultural College at Corvallis, Oregon, which student building fees shall be in addition to tuition and other fees charged at said College and shall constitute a part of the total student building fee of not exceeding $5.00 per student for each regular term or semester authorized by Chapter 88, Oregon Laws; 1937.

2. Notwithstanding any provisions of this Offer or of the said Terms and Conditions, the United States of America shall be under no obligation to furnish any funds hereunder unless and until the Applicant shall have refunded, in a manner satisfactory to the Administrator, its outstanding Memorial Union Bonds.

3. By acceptance of this Offer the Applicant covenants to begin work on the Project as early as possible but in no event later than 8 weeks from the date of this Offer and to complete such Project with all practicable dispatch, and in any event within 12 months from the commencement of construction.

4. This Offer is made subject to the express condition that, if the Administrator shall determine at any time that the Applicant has paid or agreed to pay, whether directly or indirectly, a bonus, a commission or fee to any person, firm or corporation for attempting to procure an approval of the Applicant's application, or for alleged services in procuring or in attempting to procure such approval, or for
activities of the nature commonly known as lobbying performed or agreed to be performed in connection with the application, then the Administrator shall have the right, in his discretion, to rescind this Offer and any agreements resulting herefrom, and, in the event of such rescission, the United States of America shall be under no further obligation hereunder.

UNITED STATES OF AMERICA

Federal Emergency Administrator
of Public Works
By H. A. Gray
Assistant Administrator

be and the same is hereby in all respects accepted.

Section 2. That said State Board of Higher Education agrees to abide by all the Terms and Conditions of said offer, including the Terms and Conditions annexed thereto and made a part thereof.

Section 3. That the Secretary of the State Board of Higher Education be and he is hereby authorized and directed forthwith to send to the Federal Emergency Administration of Public Works three certified copies of the proceedings of this meeting in connection with the adoption of this Resolution, setting forth this Resolution in full, and such further documents or proofs in connection with the acceptance of said offer as may be requested by the Federal Emergency Administration of Public Works.

It was moved by Director Pearson and seconded by Director Sackett that the foregoing resolution be adopted. The question being upon the adoption of the resolution, the roll was called with the following results:

Ayes:

Mr. Brand
Mr. Callister
Mr. Marks
Mr. Oliver

Mr. Pearson
Mr. Pease
Mr. Ruhl
Mrs. Sackett

Nays: None

The President thereupon declared said motion carried and the resolution duly and unanimously adopted.
The Board confirmed the action of the Buildings, Grounds and Capital Outlay Committee in appointing Walter Swope as clerk-of-the-works for the dormitory at Eastern Oregon Normal School at a salary of $156.00 per month during the construction period.

The Board approved the appointment of Lou N. Traver as clerk-of-the-works for the new Chemistry Building and for the remodelling of the old Science Building at the State College at a salary of $300 per month during the construction period of these buildings.

The Board confirmed the action of the Buildings, Grounds and Capital Outlay Committee in awarding the contract for the dormitory at Eastern Oregon Normal School to Chervey and Reverman, Portland contractors, for $63,589, with alternates "A" to "X" inclusive eliminated.

The Board approved the employment of Dean Ellis F. Lawrence as architect for the Humanities Building at the University on the basis of 5 per cent of the cost of the work plus an engineering fee of $750.00, and authorized the President and Secretary to execute the usual contract.

The Board confirmed the action of the Executive Committee in approving the filing of an application for a P.W.A. application for 45 per cent grant on the basis of a total project cost of $3,500 to make improvements in the Health Service Building which were left undone because of lack of funds in the original P.W.A. project; the Board's contribution of $1,925 to come from Health Service cash balances on hand.

In order to comply with the regulations of the Public Works Administration which call for insertion in the specifications and contract documents of a schedule of minimum wages to be paid by the contractor in each of the several classes of labor, the Board voted to adopt the following resolution fixing the minimum hourly wage rates to be paid by contractors for the construction of the Chemistry Building:

WHEREAS, a thorough investigation has been made of the hourly wage rates which are being paid in the City of Corvallis and surrounding territory which is the locality in which the proposed project, a Chemistry Building at Oregon State College, Corvallis, (hereinafter referred to as "Project") is to be constructed by the State Board of Higher Education, to employees in each trade or occupation engaged in work of a nature similar to the work to be performed in the construction of said Project, and the prevailing hourly wage rates being paid in such locality to such employees for such work have been determined by securing wage
rates paid by contractors on the State Capitol at Salem, on remodelling a school building at Corvallis, and on two fraternity buildings at Corvallis,

NOW, THEREFORE, BE IT RESOLVED by the State Board of Higher Education of the State of Oregon that the following rates for the respective trades or occupations listed below shall be and are hereby fixed as the minimum hourly wage rates and have been determined in accordance with rates prevailing for work of a similar nature in the locality in which the project is to be constructed:

<table>
<thead>
<tr>
<th>Trade</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asbestos Workers</td>
<td>$1.37</td>
</tr>
<tr>
<td>Boiler Makers</td>
<td>1.50</td>
</tr>
<tr>
<td>Bricklayers</td>
<td>1.50</td>
</tr>
<tr>
<td>Bricklayers Tenders</td>
<td>0.75</td>
</tr>
<tr>
<td>Carpenters</td>
<td>1.00</td>
</tr>
<tr>
<td>Cement Finishers</td>
<td>1.00</td>
</tr>
<tr>
<td>Electrical Workers</td>
<td>1.25</td>
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<tr>
<td>Elevator Constructors</td>
<td>1.40</td>
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<tr>
<td>Glaziers</td>
<td>1.10</td>
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<tr>
<td>Hoisting Engineer (1 Drum)</td>
<td>1.10</td>
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<tr>
<td>Hoisting Engineer (2 Drum)</td>
<td>1.12</td>
</tr>
<tr>
<td>Iron Workers - Ornamental</td>
<td>1.37</td>
</tr>
<tr>
<td>Iron Workers - Structural</td>
<td>1.37</td>
</tr>
<tr>
<td>Iron Workers - Rodmen</td>
<td>1.12</td>
</tr>
<tr>
<td>Lathers - Wood</td>
<td>1.37</td>
</tr>
<tr>
<td>Lathers - Metal</td>
<td>1.20</td>
</tr>
<tr>
<td>Marble Setters</td>
<td>1.25</td>
</tr>
<tr>
<td>Mosaic and Terrazzo Workers</td>
<td>1.00</td>
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<tr>
<td>Marble Helpers</td>
<td>0.75</td>
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<tr>
<td>Terrazzo Helpers</td>
<td>0.75</td>
</tr>
<tr>
<td>Tile Setters</td>
<td>1.25</td>
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<tr>
<td>Tile Setters Helpers</td>
<td>0.75</td>
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<tr>
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<td>1.12</td>
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<tr>
<td>Mortar Mixers</td>
<td>1.12</td>
</tr>
<tr>
<td>Painters - Paper Hangers and Decorators</td>
<td>1.10</td>
</tr>
<tr>
<td>Plasterers</td>
<td>1.50</td>
</tr>
<tr>
<td>Plasterers Tenders</td>
<td>1.12</td>
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<tr>
<td>Plumbers</td>
<td>1.50</td>
</tr>
<tr>
<td>Roofers - Composition</td>
<td>1.12</td>
</tr>
<tr>
<td>Kettlemen</td>
<td>1.12</td>
</tr>
<tr>
<td>Sheet Metal Workers</td>
<td>1.20</td>
</tr>
<tr>
<td>Shovel - Crane - Pile Driver - Clamshell - Operator</td>
<td>1.20</td>
</tr>
<tr>
<td>Steam Fitters</td>
<td>1.50</td>
</tr>
<tr>
<td>Steam Fitters Helpers</td>
<td>0.75</td>
</tr>
<tr>
<td>Stone Cutters</td>
<td>1.50</td>
</tr>
<tr>
<td>Stone Masons</td>
<td>1.50</td>
</tr>
</tbody>
</table>
Waterproofers .................. 1.00
Welders - Arc and Acetylene .... 1.50
Welders - Burners - Cutters .... 1.50
Teamsters ...................... .55
Truck Drivers .................. .75
Laborers - Common ............. .50
Laborers - Building ........... .65
Apprentices .................... .65
Acoustical Treatment Placer .... 1.00
Boom Man (Operator - Crane,
   Drag-Line, Clamshell) ... .... 1.00
Bulletin Setter ................ 1.00
Floor Layer .................... 1.00
Floor Sanders ................ 1.00
Form Setter .................... 1.00
Gas Fitter ..................... 1.50
Linoleum and Carpet Layers .... 1.00
Metal Trim Worker ............. 1.37½
Pipe Fitter (Steam Fitters -
   Pipe Handlers) ............. .75
Plastering Trade-Modeler -
   Caster ....................... 1.50
Ribbon Setter - Paving and
   Sidewalks ................... 1.00
Sign Writer ................... 1.10
Boiler Maker's Helper ........ .75
Concrete Rodder ............... .65
Elevator Constructor's
   Helper ....................... .75
Flow Holder ................... .65
Window Cleaner ................. 1.00

BE IT FURTHER RESOLVED that the foregoing list of trades
or occupations includes to the best of our knowledge, all
the classifications of employees who will be engaged in
work on said Project other than executive, supervisory,
administrative, clerical or other non-manual workers as
such.

BE IT FURTHER RESOLVED that there be transmitted with this
resolution the substantiating data upon which the foregoing
determination is based.

In order to comply with the regulations of the Public Works
Administration which call for insertion in the specifications
and contract documents of a schedule of minimum wages to be
paid by the contractor in each of the several classes of labor,
the Board voted to adopt the following resolution fixing the
minimum hourly wage rates to be paid by contractors for the
construction of the Humanities Building at the University:
WHEREAS, a thorough investigation has been made of the hourly wage rates which are being paid in the City of Eugene and surrounding territory, which is the locality in which the proposed project, a Humanities Building at the University of Oregon, Eugene, (hereinafter referred to as "Project") is to be constructed by the State Board of Higher Education, to employees in each trade or occupation engaged in work of a nature similar to the work to be performed in the construction of said Project, and the prevailing hourly wage rates being paid in such locality to such employees for such work have been determined by securing wage rates paid by contractors on the State Capitol at Salem, the new Post Office building at Eugene, the high school building at Jefferson, and the new Heating Plant of the University of Oregon at Eugene,

NOW, THEREFORE, BE IT RESOLVED by the State Board of Higher Education of the State of Oregon that the following rates for the respective trades or occupations listed below shall be and are hereby fixed as the minimum hourly wage rates and have been determined in accordance with rates prevailing for work of a similar nature in the locality in which the project is to be constructed:

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<td>.75</td>
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<tr>
<td>Carpenters</td>
<td>1.00</td>
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<tr>
<td>Cement Finishers</td>
<td>1.12</td>
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<tr>
<td>Electrical Workers</td>
<td>1.00</td>
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<td>Tile Setters</td>
<td>1.00</td>
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<tr>
<td>Tile Setters Helpers</td>
<td>.75</td>
</tr>
<tr>
<td>Mortar Tenders</td>
<td>.90</td>
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<tr>
<td>Mortar Mixers</td>
<td>.90</td>
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<tr>
<td>Painters - Paper Hangers and Decorators</td>
<td>1.00</td>
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<td>Plumbers</td>
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</tr>
</tbody>
</table>
Roofers - Composition 1.12 1/2
Kettlemen .75
Sheet Metal Workers 1.12 1/2
Shovel - Crane - Pile Driver - Clamshell - Operator 1.25
Steam Fitters 1.25
Steam Fitters Helpers .75
Stone Masons 1.50
Waterproofers 1.12 1/2
Teamsters .75
Truck Drivers .75
Laborers - Common .62 1/2
Laborers - Building .75
Acoustical Treatment Placer 1.00
Cork Layers 1.00
Equipment Expert 1.00
Linoleum and Carpet Layers 1.00

**Heavy Construction**
Operator - Compressor .90
Operator - Mixers 1.00

BE IT FURTHER RESOLVED that the foregoing list of trades or occupations includes to the best of our knowledge, all the classifications of employees who will be engaged in work on said Project other than executive, supervisory, administrative, clerical or other non-manual workers as such.

BE IT FURTHER RESOLVED that there be transmitted with this resolution the substantiating data upon which the foregoing determination is based.

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

**E. E. DeCou**
Appointment of E. E. DeCou for one year as Professor of Mathematics and Head of the Department, effective October 1, 1938, at a salary of $4,200. Position provided in budget.

**A. G. Dudley**
Appointment of Arthur G. Dudley as Assistant Professor of Business Administration, effective October 1, 1938, one-year tenure, 10-months basis, at a salary rate of $2,700, to replace A. L. Lomax, Professor of Business Administration who was granted a sabbatical leave for 1938-39. Position provided in budget.

Appointment of the following to new, non-salaried positions in the School of Music to care for certain specialties in orchestra and band, the staff members to be remunerated from private lesson fees:
Dorothy Louise Johnson as instructor in violin, 10-months basis, one-year tenure.

Mayo Sorenson, instructor in flute and saxophone, 10-months basis, one-year tenure.

Alvin Templer, instructor in trombone and euphonium, 10-months basis, one-year tenure.

Margaret Allen, instructor in oboe and bassoon, 10-months basis, one-year tenure.

Resignation of Claude H. Brown, Associate Professor of Law, one-year tenure, 10-months basis, to accept a position with John B. Stetson University, Florida, at an increase in salary, and the appointment of Dr. Lawrence Hartwig, to replace Professor Brown, with rank of Assistant Professor, one-year tenure, 10-months basis, effective October 1, at the same salary of $2,863.96.

Leave of absence without pay for Mrs. Mary Ward Rutherford, assistant in the circulation department of the Library, from October 19, 1938 to March 15, 1939, with the privilege of extension of the leave to June 15, 1939, and with the following adjustments to care for her work:

Promotion of Mrs. Ione Brooke, circulation assistant, to Mrs. Rutherford's position with temporary increase in salary from $1,080 to Mrs. Rutherford's rate of $1,300.

Promotion of Miss True Morris, at present on wage budget, to Mrs. Brooke's position, at the temporary salary rate of $1,080.

No change in total amount of salary budget.

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

Resignation of County Agent R. G. Larson of Malheur County, salary rate of $3,732, 12-months service, effective September 15, 1938, to accept a commercial position at an increase in salary.

Transfer of Russell M. McKennon, District Agent in Gilliam and Wheeler Counties, to the position of County Agricultural Agent in Malheur County to replace Mr. Larson, effective September 16, 1938, 12-months basis, at a salary rate of $3,504, which is an increase of $354 over his former rate of $3,150.
Meeting #37 - 29  September 13, 1938

W.F. Marshall
Appointment

Appointment of William F. Marshall as County Agricultural Agent in Gilliam County at a salary rate of $2,100, 12-months service, rank of instructor, effective September 16, 1938. This appointment has the concurrence of the Gilliam County Court.

Arnold
Ebert
Promotion

Promotion of Arnold Ebert, Assistant County Agent in the Gilliam-Wheeler district to the position of County Agricultural Agent of Wheeler County, without change in rank or salary, effective September 16, 1938.

Salary savings of $1,011.75 in restricted funds to be transferred to the Director's Reserve.

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

M.F. Gourley
Change in
time service

Change in full-time position of M. F. Gourley, Assistant Professor, 12-months basis, salary rate of $3,000, to include two part-time positions as follows:

M. F. Gourley, Assistant Professor, part-time basis, 12-months service, salary rate of $1,500.

F. Perlman
Appointment

Frank Perlman, instructor, part-time basis, 12-months service, salary rate $1,500.

The Board approved the following personnel adjustments at the Oregon Normal School:

Mrs. Erickson
Appointment

Appointment of Mrs. Marie Ring Erickson, effective October 1, 1938 to June 30, 1939, rank of instructor, at a salary of $208.67 per month, to substitute for Mrs. Pearl B. Heath, Assistant Professor of Art, who requests leave of absence without pay from October 1 to June 30. No change in budget.

Mrs. Heath
Leave of Absence

Leave of absence without pay for Miss Ruth McClure, Assistant Professor of Education and Supervisor of Teaching in the Nommuch Training School, from October 1 to June 30, salary rate $150 per month, and the appointment of Miss Dorothy Carr as instructor and Supervisor of Teaching to replace Miss McClure for this period at the same salary. No change in budget.

The Board approved the following personnel adjustments at the Eastern Oregon Normal School:

Violet Mills
Resignation

Resignation of Miss Violet Mills as instructor in Music, effective September 15, 1938, salary rate of $2,400, and the appointment of Miss Harriet A. Baldwin as instructor in Music, effective September 16, 1938, 12-months basis, yearly tenure, at the same salary.
Leaves of absence without pay for Miss Ethel Johnson, instructor in the Training School, from September 1 to May 31, and the appointment of Miss Betty M. Molgard as temporary instructor in this position, 9-months basis, effective September 1, at the same salary of $1,800, of which $800 is supplied by the school district.

Advancement in rank for Anna Gilles and Alvin Kaiser from instructor to assistant professor with no change in salary.

Resignation of Melvin Westenskow as building superintendent of the Training School at a salary of $111.21 per month, effective August 31, and the appointment of Lester Westenskow to this position at the same salary, effective September 1, monthly basis, 11-months service.

Resignation of Miss Madeline Larson, Assistant Professor of Physical Education, effective September 15, 1938, 12-months basis, salary rate of $2,700, and the appointment of Miss Isabel B. Kane as instructor in Physical Education, 12-months basis, yearly tenure, effective September 16, at a salary rate of $2,400. Salary savings of $237.50 in the current fiscal year to apply on adjustments noted below.

Appointment of Dr. Albert V. Logan as Assistant Professor of Science, effective September 16, 1938, 12-months basis, yearly tenure, salary rate of $2,500, to succeed Reuben R. Palm whose temporary appointment expires September 15. Salary increase over the $2,400 budgeted for this position, amounting to $79.16 in the current fiscal year, to come from savings resulting from resignation of Miss Larson.

Temporary appointment of Dwight D. W. Davis as instructor in Social Science, effective September 16, 1938, 12-months basis, at a salary of $1,700, to take the place of Joseph Kaiser, on sabbatical leave. Salary increase over the $1,125 budgeted for this position, amounting to $220.87 in the current fiscal year, to come from savings as follows:

Savings due to resignation of Miss Larson . . $158.34
Savings due to leave of absence without pay for Dr. Elmo Stevenson, budgeted at $388.88 and not expended . . . . . . . 62.53

Increase in sabbatical leave salary for Mildred H. Lowell during her nine months sabbatical leave previously budgeted at $100 per month, to $112.50 per month, to which she is entitled. The additional $112.50 to come from savings due to the leave of absence without pay for Dr. Stevenson.
The net effect of the above personnel adjustments is a balance of $213.85 reverting to Board's unappropriated funds.

ADJOURNMENT

Upon motion by Director Ruhl and second by Director Pearson, the Board adjourned at 12:30 p.m.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Secretary