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 June 13, 1939.

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
- E. C. Pease
- Robert W. Ruhl
- Beatrice Walton Sackett
- E. C. Sammons
- Edgar W. Smith

Absent: Herman Oliver

The members named constitute all members of the State Board of Higher Education of the State of Oregon.

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 College of Education; President C. A. Howard of Eastern Oregon College of Education; and President J. A. Churchill of Oregon College of Education.

Mr. Marks reported that Mr. Oliver had attended the committee meetings of the Board but had been called home prior to the regular meeting.

The Board voted to dispense with the reading of the minutes of the last regular meeting on April 25, 1939, and approved the minutes of this meeting as they appeared in the docket.

Upon invitation of the Chancellor, Mr. Marshall Dana, of the Oregon Journal, appeared before the Board in the interests of the development of a marketing program. He presented a letter from Mr. E. B. MacNaughton, urging that the work of the marketing specialists in the University and State College be coordinated under Chancellor Hunter, Presidents Erb and Peavy, with any marketing activities represented by the present departments of the state government requested to cooperate. Mr. Dana coincided with this recommendation and urged that a conference be held of those interested in such a program, at the call of the Chancellor.
The Board directed the Chancellor to call a conference at such time and place as he desires to consider the suggestions of Mr. MacNaughton and Mr. Dana.

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

"President Redford reported the offer of a gift to the Southern Oregon College of Education from Mr. G. S. Butler of a twelve-room house located on three and one-half acres in the City of Ashland and a gift of forty acres adjacent to the city from Mr. D. Perozzi. The Committee is recommending the acceptance of these gifts with suitable appreciation to be expressed to the donors. The use to which the property is to be put, particularly the house, is referred back to President Redford and the Chancellor for further report to the Committee and the Board."

The Board voted to approve the report of the Building Committee regarding the gifts from Mr. G. S. Butler and Mr. D. Perozzi to the Southern Oregon College of Education.

The report of the Building Committee was continued as follows:

"On May 17 the Building Committee inspected the properties owned by the Sigma Chi fraternity and Mr. L. S. Gibson, with the view of possible purchase for use as girls' cooperative houses at Oregon State College. A price of $13,000 has been asked by the Sigma Chi organization and $12,000 for the Gibson property. Following the inspection, Committee members indicated that they felt the price was rather high and asked President Peavy and Mr. Byrne to determine the cost of repairing and remodeling the properties for cooperative house purposes and to ascertain a minimum price from the owners.

"The cost of conditioning and remodeling the Sigma Chi house was estimated at $3,000 and the Gibson property at $2,000. The owners indicated that the prices quoted on the properties were minimum. In view of the cost of repairing and remodeling and the prices asked for the properties, the Committee is recommending that no action be taken in acquiring these properties at the present time."

The Board approved the report of the Building Committee regarding the Sigma Chi and Gibson properties.
Mr. Callister continued the report of the Building Committee as follows:

"A reserve of $12,000 was set up in the 1939-40 budget to be distributed to the normal repair budgets of the several institutions to bring them up to a point where the physical plants could be maintained in a reasonable state of repair. Mr. Byrne presented the proposed distribution of this reserve which was concurred in by the Chancellor. The Committee is, therefore, recommending approval of the following allocation of this reserve fund:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Amount ($)</th>
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</thead>
<tbody>
<tr>
<td>University of Oregon</td>
<td>3,100</td>
</tr>
<tr>
<td>Oregon State College</td>
<td>4,800</td>
</tr>
<tr>
<td>Medical School</td>
<td>1,800</td>
</tr>
<tr>
<td>Oregon College of Education</td>
<td>500</td>
</tr>
<tr>
<td>Southern Oregon College of Education</td>
<td>800</td>
</tr>
<tr>
<td>Eastern Oregon College of Education</td>
<td>1,000</td>
</tr>
</tbody>
</table>

$12,000

The Board approved the report of the Building Committee regarding the allocation of the $12,000 reserve to the 1939-40 repair budgets of the several institutions.

The report of the Building Committee was continued as follows:

"The State Legislature at its last session made available to the Board the sum of $77,600 for the biennium to take care of deferred building repairs and improvements on the several campuses. Upon recommendation of the Chancellor, the Board authorized a survey to be made by Mr. Byrne and Mr. Traver to determine the utilization of one-half of this appropriation, or $38,800.

"A report was submitted to the Committee with the endorsement of the Chancellor, which contained the following recommendations:

'That the Building Committee recommend to the Board that the following items be approved, with the understanding that the sum set aside for each item is only an estimate, and that bills will be submitted by the institutions for each item for approval by Mr. Traver. Any single item in the list of a particular institution may exceed the estimated amount allotted, but the total for the institution must be within the total of all the projects for that institution:
1. Administration Building. Eastern Oregon College of Education. Remodeling basement space for Physics Laboratory. (An additional $1,000 is to come from unpledged building fee balances.) $2,000


4. Roof repairs. Oregon State College. Completion of roof repairs and waterproofing as contained in original survey, items 6 and 38. 4,550

5. Campbell Hall. Oregon College of Education. New wiring and lighting fixtures in library. 800

6. Men's Dormitory. Oregon State College. Continuation of waterproofing program 1,300


8. Library. Eastern Oregon College of Education. New lighting fixtures 300


10. University High School. University of Oregon. Remodeling for increased classroom space 1,200

11. Mines Building. Oregon State College. Remodeling for Engineering, Physics, and general class purposes. 1,500

12. W.P.A. Project. Eastern Oregon College of Education. Materials for sidewalk, curbing, shrubs and grass seed, etc. 1,000


14. Boiler Replacement. Southern Oregon College of Education. Continuation of program started in 1937 250
15. Waldo Hall, Oregon State College. Complete rewiring. $5,800

16. Senior Cottage. Oregon College of Education. Replacing part of roof 200

17. Library, Oregon State College. Revision of lighting in reading rooms. 1,100

18. Sewer Survey, University of Oregon. Employment of engineer for survey looking forward to gradual program to correct present inadequate sewerage system 500

19. Men's Gymnasium, Oregon State College. Converting towel room into corrective gymnasium room 850

20. W.P.A. Project, Medical School. Roads and walks. 2,000

21. Pharmacy Building, Oregon State College. Remodeling for Psychology and Pharmacy 700

22. Heating Plant, University of Oregon. Renewing conveyor timbers, continuation of last year's program. 500

23. Women's Gymnasium, Oregon State College. Cleaning and reconditioning filtration system in swimming tanks 600

24. Sewer lines, Oregon College of Education. Renewal of sewer lines along dormitory 175

25. Commerce Hall, Oregon State College. Remodeling basement floor for Press. (Entire amount to come from Press balances.) (2,000)

26. Home Economics, University of Oregon. Minor remodeling as result of moving Home Economics to Chapman Hall 250

27. Shepard Hall and Library, Oregon State College. Remodeling for Speech Department and Library storage and graduate and faculty reading rooms 1,950

TOTAL $38,125

In the case of items which call for funds to match W.P.A. projects the actual amount included for the item shall be made available when and if the W.P.A. project is approved by the federal government.
'Institutions in carrying out these projects shall perform only that work authorized by Mr. Traver in a particular item.

'The following items call for W.P.A. projects, and fall within the second-year program:

Completion of third wing of Dairy Barn . . . $5,500

Two-story addition to relieve space shortage in Architecture Building . . . 4,500

'There are a number of items in the second-year list which are considered to be more important. However, since it appeared that these projects could not possibly be completed unless W.P.A. assistance were secured, it seemed that now is the time to secure such assistance in the way of relief labor. It is therefore recommended that the institutions be authorized to file immediately applications for these two projects with the Works Progress Administration and that if and when the projects are approved, the matched funds indicated be transferred from the second-year program to the first-year program and be made available immediately upon approval. It is probable that it will be several months before the projects can be compiled, filed and approved, and the actual appropriations will probably not be required much in advance of the opening of the next fiscal year, 1940-41.'

"These recommendations will involve an estimated expenditure of $28,125, leaving a balance of $675 for emergencies and for any overhead costs. Upon the suggestion of Mr. Marks, Item 27 for the remodeling of Shepard Hall is to be deferred pending a determination of the possibility of acquiring title to Shepard Hall, which now rests with the Y.M.C.A. at the State College.

"The Committee is recommending adoption of the recommendations made by Mr. Byrne and Mr. Traver, with the modification suggested by Mr. Marks."

The Board voted to approve the report of the Building Committee regarding the building repairs and improvements program for 1939-40.
The report of the Building Committee was continued as follows:

"Board members are familiar with the shortage of funds that developed as a result of the bids taken on the remodeling of the old Science Building at the State College. Mr. Byrne reported to the Committee that as a result of conferences with the P.W.A., it was deemed advisable to readvertise for bids on this building after making some revisions in the plans and specifications and to file an application for a supplemental grant of $9,900 to match $12,100 to be supplied by the Board from the unpledged building fee balances at the State College. Executive Committee action was secured by Mr. Byrne for filing this supplementary application. It is possible that the bids which will be opened this afternoon at 3:00 o'clock will be such that all of the additional $22,000 will not be required. However, action should be taken at this time confirming the authorization by the Executive Committee for the filing of the supplemental request with the Public Works Administration."

The Board confirmed the action of the Executive Committee in authorizing the filing of a supplementary application on the Science Building at the State College for a supplemental grant of $9,900 to match $12,100 to be supplied by the Board from unpledged building fee balances at the State College.

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

"Board members will recall that a small contract was let on the building of a new entrance on the west side of the old Science Building at the State College. This contract has been completed to the satisfaction of the architect, and the Building Committee is recommending acceptance of this work, subject to the approval of the Public Works Administration."

The Board voted to accept the completed project for the new entrance on the west side of the old Science Building at the State College, subject to the approval of the Public Works Administration.

The report of the Building Committee was continued as follows:
"The Building Committee on its visit to the State College campus on May 17, 1939, inspected the small P.W.A. project involving acoustical treatment and floor covering at the State College Infirmary. The Committee voted to accept this project subject to the certification of the architect, and is so recommending to the Board."

The Board voted to accept the project involving acoustical treatment and floor covering for the State College Infirmary as recommended by the Building Committee, subject to the certification of the architect.

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

"It is probable that the P.W.A. project on the additional grandstands at the University will be completed between now and the July meeting. The Committee is recommending that the Board grant authority for the Building Committee to accept this project when it is completed to the satisfaction of the Committee and the architect."

The Board voted to authorize the Building Committee to accept the Grandstands project at the University, when the project has been completed to the satisfaction of the Committee and the architect.

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

"The Public Works Administration has suggested the advisability of filing applications for new projects. A list of possible P.W.A. projects was presented by Mr. Byrne. The Building Committee considered both the need and the financing of the following projects:

Memorial Union Completion--State College .... $65,000

This project, approved by the Board at the December 12, 1938 meeting, would call for a grant of $20,250 and a cash contribution of $35,750. The Board's cash contribution will come from student building fee balances plus a contribution from the Memorial Union Board of Governors equal to the architect's fee. The necessary building fee balances will be accumulated by the fall term of 1940-41. This will be adequate time to complete final payments on the project.
Student Union Building--University

This project would be financed by a grant of $125,000 and a loan of $165,000. The loan would be amortized over a 30-year period using the bookstore rental of $2,400; the rental of a fraternity house owned by the Alumni Holding Company of $1,200; $23,000 in cash of the Alumni Holding Company; and unpledged building fees which would be available beginning in 1946. The rentals would carry the interest to 1947, and principal payments would begin that year when building fee funds in rather large amounts would become available. The building would be one unit of a complete Union building on the campus.

Completion Third Floor Administration Building--Oregon College of Education

The third floor is unfinished. Would be financed through a grant of $5,500 and a cash contribution of $7,000. The free balance in the building fee fund is now $4,700. It would be necessary for the Board to advance temporarily the remainder, which would be repaid by 1942.

Agricultural Engineering Wing and Library Addition--State College

These two projects would be financed through a loan of $132,000 and a grant of $108,000. The loan would be secured by the $1,000 free building fee which will become available in the fall of 1940. After taking care of the cash contribution for the Memorial Union completion project and the necessary cash addition to complete the Science Building, the schedule is built on a conservative basis, utilizing the five-year average enrollment in calculating the annual receipts. On the basis of actual receipts, the bond issue could be retired in much shorter period. Finishing the wing and arcade of the Agricultural Engineering Building would cost approximately $20,000, leaving $220,000 for a splendid addition to the present library with equipment.
Girl's Dormitory--Southern Oregon College of Education ........................................... $ 80,000

This would be a dormitory very similar to the new dormitory at Eastern Oregon College of Education, financed through a loan of $44,000 and a grant of $36,000, the loan to be retired from dormitory earnings, plus building fee balances which accumulate beyond bond servicing charges or present bond issue of $39,000. Financing doubtful until we know how successfully the Eastern Oregon College of Education dormitory operates. No building fee balances available because reserve has not yet been built up on the physical education bonds.

Additional Wing, Snell Hall, State College .................................................. 200,000

Additional Wing for Snell Hall, State College

Financed through a grant of $90,000, a cash contribution from dormitory balances of $30,000 and a loan of $80,000 to be amortized from dormitory income from present wing of Snell Hall plus new wing. This would leave income from Wadco Hall, Men's Dormitory, and Memorial Union dining room and tea room to carry present bond issue on Men's Dormitory of $250,000. Would also leave a balance of $40,000 cash in dormitory balances as sinking fund against present bond issue.

Cooperative Dormitory Unit--University ...................................................... 40,000

Cooperative Dormitory Unit at University

Financed through a grant of $18,000 and a loan of $22,000, the loan to be retired from a rental of $4.50 per month per student. On the basis of a dormitory housing 118 students and an average occupancy of 100 students, the annual rental revenue would be $3,600 per year. This revenue would pay interest and retire a $22,000 loan in 15 years with a reserve of $24,000 at the close of the period. In other words, we would have 200% coverage to satisfy P.W.A. finance requirements and the bonds would actually be retired in much less than the 15-year period.

Cooperative Dormitory Unit--State College .................................................. 40,000

Cooperative Dormitory Unit at State College

Financed through a grant of $18,000 and a loan of $22,000, the loan to be retired from a rental of $4.50 per month per student. On the
basis of a dormitory housing 118 students and an average occupancy of 100 students, the annual rental revenue would be $33,600 per year. This revenue would pay interest and retire a $22,000 loan in 15 years with a reserve of $24,000 at the close of the period. In other words, we would have 200% coverage to satisfy P.W.A. finance requirements and the bonds would actually be retired in much less than the 15-year period.

"After careful study, the Committee decided to recommend projects 1, 2 and 4, subject to the approval of the financial plans by the Finance Committee. The action of the Finance Committee on these projects will be reported by Mr. Sammons in his Finance Committee report."

Mr. Sammons, Chairman of the Finance Committee, presented the following report regarding proposed new P.W.A. projects:

"You have heard the report of the Building Committee on the building projects proposed for P.W.A. applications. The Finance Committee recognizes the need for the three projects recommended by the Building Committee. However, the security proposed for the loan of $165,000 on the student union building at the University appears rather weak to the Committee; it is, therefore, recommending that this project be referred back to the President of the University for further study to determine whether the scope and cost of the project could be reduced, or whether additional sources of revenue could be found to be used as security for the proposed loan of $165,000.

"The Finance Committee concurred with the recommendations of President Peavy and the Building Committee in recommending to the Board the filing of applications with the P.W.A. for the following projects in the amounts indicated:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memorial Union Completion--State College</td>
<td>$65,000</td>
</tr>
</tbody>
</table>

Total project, $65,000; cash contribution by the Board of $35,750 from building fee free balances; requested grant, $29,250.
Agricultural Engineering Wing and Library Addition--
State College

Total project, $240,000; approximately $220,000 to
be used for a Library addition and $20,000 for the
Agricultural Engineering Building. A loan of $132,000
will be required, with the $1,000 unpledged student
building fee as security. Requested grant, $108,000.

"Authority should be granted the Secretary of the Board
to prepare the necessary applications, including
preliminary drawings. The President and Secretary
should be authorized to sign the necessary documents
in connection with filing the applications."

The Board voted to approve the filing of applications
with the Public Works Administration for a $85,000
project for the completion of the Memorial Union Building
and a $240,000 project for additions to the Agricultural
Engineering and Library buildings at the State College,
as recommended by the Building and Finance Committees, and
authorized the President and Secretary to sign the necessary
documents in connection therewith; and referred the student
union project at the University to the President for
further study to determine whether the scope of the project
can be reduced or whether additional sources of revenue can
be found for security.

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

"The Medical School has estimated budget overdrafts on
June 30, 1939, of approximately $1,200, for which budget
additions will be necessary. Since enrollments at the
Medical School are maintained at a stationary level, the
Chancellor has requested the Medical School to reduce
this request to the lowest possible amount. The Finance
Committee is recommending that the Chancellor be
authorized to approve budget additions to the 1938-39
Medical School budget, not to exceed $1,200, the amount
added by the Chancellor to be reported to the Board at
the July meeting."

The Board authorized the Chancellor to approve budget
additions at the Medical School to the 1938-39 budget in
an amount not to exceed $1,200 and directed that report
be made at the July meeting.
The report of the Finance Committee was continued as follows:

"The Chancellor presented the following report on budget additions for the General Extension Division:

The budgets originally approved in the current year for Eugene and Portland Extension were as follows:

<table>
<thead>
<tr>
<th></th>
<th>Portland Extension</th>
<th>Eugene Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>From unrestricted funds</td>
<td>$13,750</td>
<td>$22,730</td>
</tr>
<tr>
<td>From fees, estimated</td>
<td>$11,000</td>
<td>$11,900</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$44,750</strong></td>
<td><strong>$34,630</strong></td>
</tr>
</tbody>
</table>

These budgets have for several years contained the following provision to care for increased enrollments not contemplated in the original budget:

"Fees earned in excess of this amount shall be available to meet expenditures occasioned by increased enrollment up to a maximum of 25 per cent of the above estimate."

'Under this provision the Director of General Extension is now requesting budget additions from overrealized fee income for Portland Extension in the amount of $2,137 and for Eugene Extension in the amount of $2,867.50. Also there is requested for Portland Extension a transfer from salaries to requisition of $1,200 previously budgeted for a position called Instructor in English and Assistant in Class Organization. Because of the administrative nature of this position it was not approved by the Chancellor's Office and therefore the $1,200 budgeted for the salary has not been used.

'Since it is apparent that budget overdrafts will result if these budget requests are not allowed,

'It is recommended that overrealized fee income be added to the 1938-39 budget in the amount of $2,137 for Portland Extension and $2,867.50 for Eugene Extension; also that $1,200 be transferred from salaries to requisition in the Portland Extension budget.

'It is also recommended that the Chancellor be authorized to change in the 1939-40 budget the clause providing for the addition of overrealized income to the extension
budgets to the end of reducing expenditures from unrestricted funds and to bring final recommendations regarding this to the Board not later than the October meeting.

"The Finance Committee concurs in these recommendations of the Chancellor and so recommends to the Board."

The Board voted to approve the report as presented by the Chairman of the Finance Committee on budgetary adjustments for the Portland and Eugene Extension Divisions.

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

"The Chancellor reported that a bill had been received for the 1937-38 state audit report, in the amount of $4,089.07. The amount budgeted during the current year for this expense is $3,849.21. The Finance Committee is recommending a budget addition to Account B-2A3, State Audit, in the amount of $248.36, to cover this expense."

The Board voted to approve a budget addition of $248.36 to the State Audit account in order to cover the cost of the 1937-38 state audit report.

The report of the Finance Committee was continued as follows:

"While this is not a financial matter, it was brought before the Board members present at the Finance Committee by the Chancellor. He reported that the State Board of Bar Examiners had requested the State System of Higher Education to assume the responsibility of giving an examination to applicants for the bar examination who are unable to submit a certificate or other satisfactory evidence that they have completed one-half of a four-year collegiate course. Secretary Byrne has worked out the following plan for cooperating with the Board of Bar Examiners:

1. The examination shall be given under the administration of the Secretary of the State Board of Higher Education.

2. The examining committee shall consist of the following:

Dr. H. E. Smith, Dean of Lower Division, State System of Higher Education, Chairman
Dr. H. R. Taylor, Professor of Psychology, University of Oregon

Dr. A. A. Knowlton, Head of the Department of Physics, Reed College

3. The examining committee shall set up all rules, administer the examination, and any expense shall be paid by the applicants.

"The Finance Committee is recommending approval of this plan, with the understanding that there shall be no cost to Board funds, and that the decisions of the Examining Committee shall be accepted as final."

The Board voted to approve the report of the Finance Committee regarding the administration of academic examinations by the State Board of Higher Education for applicants for the Oregon bar examination.

C. A. Brand, Chairman of the Curricula Committee, presented the following report on curricular adjustments:

"Certain course changes of an emergency nature were submitted by the University. Following are the curricular adjustments which have been approved by the Interinstitutional Curriculum Committee:

New Courses

Eng 386. Children's Literature. Fall or winter term, 3 hours.

Geo 323. Physical Geography of the Pacific Northwest. Fall term, 3 hours.

Geo 324. Economic Geography of the Pacific Northwest. Winter term, 3 hours.

Geo 325. Human and Political Geography of the Pacific Northwest. Spring term, 3 hours.

Anth 401. Research in Anthropology. Terms and hours to be arranged.

Changes in Old Courses

Old Courses Dropped

Geo 413, Geography of Oregon. (2) Terms and hours to be arranged.

"The proposed course J 231, Journalism Practice, at the State College, was referred at the January Board meeting to the Interinstitutional Curriculum Committee. Following is the report of this committee on the proposed course, which is concurred in by the Curricula Committee of the Board:

'The course in Journalism Practice at the State College was referred back to the Committee at the January 24th meeting of the Board of Higher Education. This course has been considered again by the Committee at its meeting of March 21, 1939. Due to insufficient information as to the grounds for reference back to the Committee, action was postponed until such information was obtained. At the meeting of May 16th the chairman read a letter from Mr. Byrne stating the Board referred the question back to the Committee with the request for clarification of two points involved, namely (1) "Does the disapproval of the dean of the major campus constitute a definite and final bar for the approval of that course on the minor campus," and (2) "The Curricula Committee (of the Board) wanted studied the whole question of giving college credit for participation in student activities." The Committee considered the question of allowing credit for participation in student activities the one more immediately involved and directed the chairman to appoint a subcommittee to study practices in various divisions of the State System and elsewhere in this connection. This subcommittee reported at the meeting of June 3rd. After careful consideration of all phases of the subject the Committee as a whole unanimously adopted the following definition of courses which should be recognized for academic credit, excluding all others not meeting the standards indicated:

Recognition is given for work termed academic for experience obtained in accredited institutions in regularly organized classes, regularly scheduled, meeting under supervision of a faculty member and with specific student enrollment in the group for a definite number of hours, the material to be presented in appropriate sequence.
'The specific question of credit for activities by students on the Oregon State College Barometer was then considered. On motion it was unanimously voted that credit for these activities be denied. The proposed course in "Journalism Practice", submitted by the State College Department of Journalism last fall, disapproved by the Interinstitutional Curriculum Committee on January 12, 1939, but referred back by the Board as above stated, was therefore again disapproved by the Committee on the basis of the principle stated in the definition of academic credit.

'It should be stated that this action was taken after all departments at the University, Oregon State College and the Colleges of Education were surveyed and a report by the subcommittee was thoroughly considered. Especially attention was given to the matter of credit for participation by students in Dramatics, Music, including Band, Orchestra, etc., Forensics, Athletics and other forms of non-classroom activities. The report of the survey indicates that at present no credit is offered for courses not meeting the definition above stated. Courses not meeting this definition are hereby defined by the Interinstitutional Curriculum Committee for its purposes as extracurricular. It is the opinion of the Committee that credit should not be given for such activities but that students desiring to participate in them should do so as part of their civic obligation to the student community. It was also pointed out that there are financial and other compensations for such activities.

'The question as to the effect of disapproval of a course by the dean of the major campus was not thoroughly considered, due to the pressure of courses requiring immediate action. It involves the question of the extent to which the Board desires this Committee to review, in effect, the decisions of deans. From the standpoint of general function of the Committee it might be desirable to bring matters involving inter-institutional curricular problems before the Committee.'

"The Curricular Committee concurs in the above recommendation and so recommends to the Board."

The Board voted to approve the report of the Curricular Committee regarding curricular adjustments at the University and the State College.
DEGREE FOR
DONALD M.
FISHER

Mr. Marks reported that the State Tax Commission had submitted a request that the Board of Higher Education grant to Donald M. Fisher his degree in engineering when he completes his requirements at the end of the 1939 summer session. This action is requested in order that Mr. Fisher may receive appointment as junior valuation engineer in the utility division of the State Tax Commission. The Board voted to grant the degree of Bachelor of Science in Engineering to Donald M. Fisher when he completes his requirements for this degree at the State College at the end of the 1939 summer session.

VENTILATING
SYSTEM FOR
M. U. BLDG.

Mr. Byrne reported the receipt of a communication from Mr. R. E. Riley, Chairman of the Memorial Union Board of Governors, indicating that their Board could temporarily finance the installation of a more adequate ventilating system in the Memorial Union Ballroom, in the event that there would be considerable delay in the program for the completion of the Memorial Union Building. The Board authorized Mr. Byrne to contact the M. U. Board regarding the possibility of incorporating the ventilating system in the P.W.A. program for the completion of the M. U. Building, with further report to be made at the July meeting of the Board.

MEDICAL
LIBRARY
BASEMENT
FOR FOOTINGS
OF RETAINING
WALL

In connection with the building of a concrete retaining wall for a road around the back of the new Library and Auditorium at the Medical School, it will be necessary to extend the footings of the retaining wall three feet beyond the Medical School property. The owner of the adjacent private property is willing to grant an easement and the Attorney-General has agreed to draw up the necessary document. The Board authorized the execution of the necessary easement or long-time lease to permit the building of the concrete footings at the Medical School, and authorized the President and Secretary to execute whatever documents might be necessary.

PUBLIC
RELATIONS
INSTITUTE

The Chancellor reported that a summer short course in public relations for industrial, agricultural, professional, governmental and labor leaders and other executives will be held under the auspices of the State System of Higher Education at Reed College, Portland, from July 31 to August 11, 1939, by the American Institute of Public Relations. The faculty for the institute will consist of Edward L. Bernays, Public Relations Counsel of New York City; Harwood L. Childs, Editor of "Public Opinion Quarterly"; Harford Powel, Public Relations Counsel of New York City; Don D. Lescohier, Professor of Economics, University of Wisconsin; and Rex F. Harlow, Assistant Professor of Education, Stanford University. There will be no cost to
Board funds, with the exception of a small amount for advertising and administration.

The Chancellor recommended the appointment of Dr. James Rodney Branton as Professor of Religion at the University of Oregon, one-year tenure, 10-months basis, effective October 1, 1939, at a salary of $3,600 which will be divided as follows: 40% to the School of Education; 40% to the Department of Philosophy; and 20% to the Department of Religion; and that the Board give consideration to additional needs of a similar department at the other institutions as soon as funds become available. The Board voted to approve the appointment of Dr. Branton as Professor of Religion at the University as recommended by the Chancellor and to give consideration to needs of similar departments at the other institutions as soon as funds are available.

The supplementary budget approved by the Board at the last meeting included an item of $1,500 for the improvement of the livestock herds of the Animal Industries Department. The Animal Industries Department, with the approval of President Feavy and the special committee which appeared before the Board in the interests of the six-year program, requested that $1,000 of this amount be allocated to salaries in the Division of Animal Industries, as follows:

Salary of J. A. Oliver . . . $ 25.00
Salary of H. A. Biowitsch . . . $ 875.00
$1,000.00

These salaries in the past have been paid from farm maintenance income. The Chancellor concurred in these recommendations. The Board voted to approve the allocation of $1,000 to the salaries budget of the Animal Industries Department, as recommended by the College officials and as concurred in by the Chancellor.

Upon recommendation of the Chancellor, the Board approved the following allocation of the $310,000 reserve for General Research projects and scholars, and the $4,365 carried in the regular budget for the year 1939-40:

Annual Research Funds for 1939-40
### New Projects

<table>
<thead>
<tr>
<th>Name</th>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>L. L. Alderman</td>
<td>Analysis of Embryology of Vertebrate Eyes</td>
<td>$50.00</td>
</tr>
<tr>
<td>F. G. Black</td>
<td>Studies in English Fiction</td>
<td>$30.00</td>
</tr>
<tr>
<td>J. J. Brady</td>
<td>Photoconductivity of Certain Crystal Types Grown in the Laboratory</td>
<td>$300.00</td>
</tr>
<tr>
<td>Bert Christensen</td>
<td>Rapid Method for Distribution of Carbon and Hydrogen by Jet Combustion</td>
<td>$250.00</td>
</tr>
<tr>
<td>E. Dornfeld</td>
<td>Cytological Studies of Rat Ovary</td>
<td>$250.00</td>
</tr>
<tr>
<td>J. W. Ellison</td>
<td>History of Samoa</td>
<td>$400.00</td>
</tr>
<tr>
<td>J. T. Ferguson</td>
<td>Reduction Studies of M-Diphenylbenzene</td>
<td>$50.00</td>
</tr>
<tr>
<td>Margaret Finke</td>
<td>Availability of Calcium of Cauliflower</td>
<td>$40.00</td>
</tr>
<tr>
<td>Helen Gilkey</td>
<td>Studies of the Snake River Canyon Flora</td>
<td>$100.00</td>
</tr>
<tr>
<td>E. T. Hodge</td>
<td>Quadrangle Reports on North Central Oregon and the Cascades</td>
<td>$290.00</td>
</tr>
<tr>
<td>A. Kreiger</td>
<td>Contribution to the Geomorphology of the Great Basin</td>
<td>$33.62</td>
</tr>
<tr>
<td>L. O'Connell</td>
<td>Annotation of the Restatement of Law</td>
<td>$84.04</td>
</tr>
<tr>
<td>E. L. Packard</td>
<td>Cretaceous Invertebrate Fauna of Central Oregon</td>
<td>$540.00</td>
</tr>
<tr>
<td>F. J. Sears</td>
<td>Agglutinins in Normal Human Serums</td>
<td>$375.00</td>
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<tr>
<td>F. F. Sipe</td>
<td>Lichens of Western Oregon</td>
<td>$40.00</td>
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<tr>
<td>D. C. Starr</td>
<td>High-Voltage, Direct Current Discharges</td>
<td>$150.00</td>
</tr>
</tbody>
</table>

### Continuing Projects

<table>
<thead>
<tr>
<th>Name</th>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arthur L. Albert</td>
<td>Analysis of Television Signals</td>
<td>$130.00</td>
</tr>
<tr>
<td>L. F. Everest</td>
<td>Pleistocene History of Willamette Valley</td>
<td>$20.00</td>
</tr>
<tr>
<td>Ira C. Allison</td>
<td>Lusicoological Studies</td>
<td>$30.00</td>
</tr>
<tr>
<td>L. P. Artau</td>
<td>Franco-Italian Literary Relations</td>
<td>$570.00</td>
</tr>
<tr>
<td>C. E. Beall</td>
<td>Balzacian Studies--Corneille's Relation to Classicism</td>
<td>$30.00</td>
</tr>
<tr>
<td>R. F. Bowen</td>
<td>Study of the Chemotactic Reactions of Insects to Certain Organic Compounds</td>
<td>$1,200.00</td>
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<tr>
<td>E. C. Callaway</td>
<td>History of Hudson's Bay Company</td>
<td>$427.99</td>
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</table>

June 15, 1939
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>F. K. Combellack</td>
<td>Alexandrian Homeric Scholarship</td>
<td>30.00</td>
</tr>
<tr>
<td>L. S. Crossman</td>
<td>Early Man and His Culture in the Northern Great Basin Area</td>
<td>943.38</td>
</tr>
<tr>
<td>N. R. Cresland</td>
<td>Letter-Position Effects of Letters and Morphine</td>
<td>201.69</td>
</tr>
<tr>
<td>H. L. Davis</td>
<td>Studies on Addiction-Barbiturates and Morphine</td>
<td>540.00</td>
</tr>
<tr>
<td>LeRoy Detling</td>
<td>Experimental Taxonomy of Oregon Plant Species</td>
<td>150.00</td>
</tr>
<tr>
<td>Mrs. Alice Ernst</td>
<td>Ceremonial Masks and Rituals of the Northwest Coast Tribes</td>
<td>50.42</td>
</tr>
<tr>
<td>Andrew Fish</td>
<td>English Historians</td>
<td>134.40</td>
</tr>
<tr>
<td>Leo Friedman</td>
<td>Nature of the Lignin from Western Woods</td>
<td>320.00</td>
</tr>
<tr>
<td>J. T. Garee</td>
<td>Recent American Constitutional History</td>
<td>397.74</td>
</tr>
<tr>
<td>E. C. Gilbert</td>
<td>Thermochemistry of Hydrazine and Related Compounds</td>
<td>560.00</td>
</tr>
<tr>
<td>Kenneth Gordon</td>
<td>Natural History and Distribution of Oregon Vertebrates</td>
<td>250.00</td>
</tr>
<tr>
<td>Lance Hart</td>
<td>Proletarian Interest in Painting</td>
<td>30.00</td>
</tr>
<tr>
<td>R. R. Heustis</td>
<td>Genetics and Evolution of Percycyos</td>
<td>500.00</td>
</tr>
<tr>
<td>Charles Howard</td>
<td>Annotation of Law of Contracts</td>
<td>87.23</td>
</tr>
<tr>
<td>C. L. Johnson</td>
<td>Longfellow Letters</td>
<td>160.00</td>
</tr>
<tr>
<td>Maude Kerns</td>
<td>Tempera Techniques</td>
<td>50.00</td>
</tr>
<tr>
<td>C. Larsell</td>
<td>The Correlbllum of Birds</td>
<td>270.00</td>
</tr>
<tr>
<td>F. R. Lenee</td>
<td>Experimental Arteriosclerosis</td>
<td>250.00</td>
</tr>
<tr>
<td>... R. Moore</td>
<td>Brain Function in Amblystomia</td>
<td>640.85</td>
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<tr>
<td>B. H. Moore</td>
<td>Mobility Patterns for Interstate and Intercounty Migrations, United States</td>
<td>80.68</td>
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<tr>
<td>E. E. Csgood</td>
<td>Marrow Culture</td>
<td>195.00</td>
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<tr>
<td>Vivian Roberts</td>
<td>Losses of Calcium, Phosphorus and Vitamin C. in Freezing of Vegetables</td>
<td>70.00</td>
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<tr>
<td>Ethel Sanborn</td>
<td>Fossil Flora of Franklin Butte, Oregon</td>
<td>320.00</td>
</tr>
<tr>
<td>H. D. Sheldon</td>
<td>History of Political Liberalism in Relation to Education</td>
<td>302.54</td>
</tr>
<tr>
<td>F. H. Smith</td>
<td>The Cytology of Species Hybrids in the Cucurbita</td>
<td>60.00</td>
</tr>
<tr>
<td>Alfred Taylor</td>
<td>Investigation of the Thyroid Gland and the Spleen</td>
<td>250.00</td>
</tr>
<tr>
<td>George Turnbull</td>
<td>History of Oregon Journalism</td>
<td>50.42</td>
</tr>
<tr>
<td>E. S. West</td>
<td>A Study of the Reaction between Formaldehyde and Ascorbic Acid</td>
<td>470.00</td>
</tr>
<tr>
<td>L. O. Wright</td>
<td>Linguistic Study of Colloquial Mexican Spanish</td>
<td>670.00</td>
</tr>
<tr>
<td>Rosalind Walzen</td>
<td>Problems in Nutrition</td>
<td>500.00</td>
</tr>
</tbody>
</table>

Total Grants $13,945.00
Office Expenses 420.00

Total Budget $14,365.00
The Board officially accepted the following gifts and instructed the Secretary to make suitable acknowledgment to the respective donors:

**State College**

- **Klamath County Court**
  - Gift of $300 from the Klamath County Court to the Agricultural Experiment Station for the purchase of equipment needed in conducting experimental work on the nematode problem in Klamath County.

- **Multnomah College**
  - Gift to the Library of documents and papers on engineering topics, valued at $150, from the library of the late D. C. Kenny, through Multnomah College.

**University**

- **Gamma Phi Beta Mothers' Club**
  - Gift of $125 from the Gamma Phi Beta Mothers' Club as a contribution to the Gertrude Watson Holman Memorial Scholarship Fund.

- **Oregon Dads' Club**
  - Gift of $229.13 from the Oregon Dads' Club for the construction of entrance gates as a W.P.A. project on the University campus.

**Medical School**

- **Rockefeller Foundation**
  - Grant of $2,500 from the Rockefeller Foundation for the purchase of apparatus for neurophysiological research by electrical methods, to be expended under the direction of the head of the Anatomy Department.

**F. L. Callister**

- The Board approved the reappointment of Mr. F. E. Callister as its representative on the Memorial Union Board of Governors for the fiscal year 1939-40.

**Signing of Degree Lists**

- The Board voted to confirm the action of the committees of one appointed by President Marks to approve the recommendations of the various institutions on degrees and certificates to be granted for the academic year 1938-39. (Signed copies of the lists of approved degrees and certificates are on file in the Board's Office.)

**V. L. Bruggen**

- The Board approved the granting of a Master's degree in Biochemistry to John Van Bruggen through the University of Oregon as of June, 1939.
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, Acting Through the State Board of Higher Education, Amending the Contract Created by the Acceptance of the Offer Dated November 10, 1938, To Aid By Way of Grant in Financing the Construction of Additions to and the Reconstruction of the Agricultural Engineering Building, Including Necessary Equipment, on the Campus of Oregon State College, Corvallis, Oregon," was read by Secretary Byrne and considered by the Board:


BE IT RESOLVED BY THE STATE BOARD OF HIGHER EDUCATION OF THE STATE OF OREGON:

Section 1. That the following Offer, dated May 3, 1939, of the United States of America to the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education, amending the contract created by the acceptance of the Offer dated November 10, 1938, to aid by way of grant in financing the construction of additions to and the reconstruction of the Agricultural Engineering Building, including necessary equipment, on the campus of Oregon State College, Corvallis, Oregon, be and the same is hereby in all respects accepted:
P. W. 89156-4

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D. C.,
Dated: May 3, 1939
Docket No. Oreg. 1399-F

Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education,

Eugene, Oregon.

The United States of America hereby offers to amend the contract created by the acceptance by the Department of Higher Education of the State of Oregon (acting through the State Board of Higher Education) of the Offer made by the United States of America dated November 10, 1938, by striking out paragraph 1 and inserting in lieu thereof a new paragraph 1 as follows:

"1. Subject to the Terms and Conditions (PWA 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 additions to and the reconstruction of an agricultural college building, including necessary equipment (all herein called the "Project"), by making a grant to the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education (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 $27,000."

UNITED STATES OF AMERICA

Federal Emergency Administrator of Public Works

By H. A. Gray
Assistant Administrator
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 Smith and seconded by Director Sammons that the foregoing resolution be adopted. The question being upon the adoption of the resolution, the roll was called with the following results:

Ayes:

C. A. Brand
F. E. Callister
Willard L. Marks
E. C. Pease

Robert W. Ruhl
Beatrice Walton Sackett
E. C. Sammons
Edgar W. Smith

Mays: None

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

The Board at its March 14, 1939 meeting approved the utilization of $500 from the reserve for the Institute of Marine Biology for the completion of the water system, in cooperation with the Coast Guard and the National Parks Service, the C. C. C. to perform the labor. Because the C. C. C. has been transferred from this area, additional funds are required to complete the project. The Building Committee at its special meeting on May 17, 1939 approved the expenditure of an additional $400 from the reserve for the Institute of Marine Biology. The Board voted to confirm this action of the Building Committee.

The Board approved the following budget additions at the State College to avoid overdrafts on June 30, 1939: funds to come from savings in the heating budget:
Agricultural Technical Advisory Service ........ $ 500.00
Science Technical Advisory Service .......... 196.50
Campus Maintenance (due to dry weather) .... 500.00
Emergency repairs to passenger elevator in
Men's Dormitory .................................. 562.00
------------------------------------------
$1,756.50

BUDGET ADD'N
HEATING PLANT
AT STATE
COLLEGE

Additional buildings at the State College during the
coming year will place a heavy load on the heating plant.
In order to prepare during the summer for this added load,
the Board approved a budget addition of $1,350 to replace
boiler feed pumps, pipes and fittings, funds to come
from the $20,000 reserve set up in the 1939-40 budget
for physical plant costs in connection with new buildings.

BUDGET ADD'N
STATE COLLEGE
HEALTH SERVICE

The Board approved a budget addition of $2,700 to the
State College Health Service to cover costs incident to
increased student enrollment during the past year,
funds to come from unbudgeted balances in the Health
Service account.

TRANSFER OF
SAVINGS IN
HOME ECONOMICS
BUDGET

The Board approved the transfer of $121.78 of savings in
the Home Economics salary budget at the State College
to the Board's unappropriated fund. The saving was occa-
sioned by the inability to secure a specialist to teach
one Home Economics course during the spring term.

BUDGET ADD'N
PURCHASE OF
TRUCK AT
STATE COLLEGE

The Board approved an appropriation of $1,016, or as much
thereof as is necessary, to the 1938-39 Physical Plant
budget at the State College for the purchase of a new
truck for general campus service.

BUDGETING
OF FORESTRY
ILOCÓ

The Board approved the budgeting of $532.85 of income
received from private sources for forestry research,
to Account C-514, Forestry Research, in the 1938-39 budget
at the State College.

BUDGET ADD'N
FOR HALF-TIME
INSTRUCTOR
AND APPOINT-
MENT OF
KLEINSCORSE

The Board approved a budget addition of $675, from the
reserve for additional assistance, to make possible the
addition of a one-half time instructor in the Economics
Department at the State College, and the appointment of
Paul L. Kleinsorge as full-time instructor, service to be
divided equally between Business Administration and
Economics, at a salary rate of $2,000, 10-months service,
one-year tenure, effective October 1, 1939. Funds for the
half-time instructor in Business Administration are already
provided in the budget.
The Board approved the following leases for facilities to be used in conducting experimental work under House Bill No. 496 and authorized the proper officers to execute the leases:

Lease of 3 acres of land near Gresham from W. D. Fritz at an annual rental of $8.00 per acre, from April 1, 1939 to March 31, 1942, subject to option of renewal each year thereafter by the Experiment Station.

Lease of 5½ acres of land near Gresham from K. W. Jackson at an annual rental of $8.00 per acre, from April 1, 1939 to March 31, 1942, subject to option of renewal each year thereafter by the Experiment Station.

Lease of 100 acres of land from Clackamas County, from April 1, 1939 to March 31, 1942, in consideration of location by the Experiment Station of research and experiments on red hill soils in Clackamas County upon the land leased.

The Board approved the budget addition of $3,775 from estimated overrealization in sales income to the Eastern Crecon Livestock Branch Experiment Station for repairing buildings, building fences, leveling land, and replacing a worn-out threshing machine.

The Board approved the budgeting of $300 of additional sales income of the John Jacob Astor Branch Experiment Station to the wages and materials classification of this station to care for the cost of additional materials, labor, repairs and equipment for the current fiscal year.

The Board approved the budgeting of $2,500 of estimated sales income of the Harney Branch Experiment Station to the 1938-39 materials and wages accounts of this station to provide for emergencies not anticipated at the time the original budget for 1938-39 was submitted.

The Board approved a budget addition of $2,400 from unbudgeted legislative funds made available under 1939 House Bill No. 496 to care for the following projects to June 30, 1939:
<table>
<thead>
<tr>
<th>Department</th>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entomology</td>
<td>Flax pests and diseases</td>
<td>$200</td>
</tr>
<tr>
<td>Entomology</td>
<td>Pea pests and diseases</td>
<td>$600</td>
</tr>
<tr>
<td>Entomology</td>
<td>Potato flea beetle</td>
<td>$550</td>
</tr>
<tr>
<td>Entomology</td>
<td>Nursery stock pests and diseases</td>
<td>$500</td>
</tr>
<tr>
<td>Farm Crops</td>
<td>Noxious weeds</td>
<td>$500</td>
</tr>
<tr>
<td>Horticulture</td>
<td>Cane fruit pests and diseases</td>
<td>$50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$2,400</td>
</tr>
</tbody>
</table>

**FARM CROPS DEPARTMENT**

Because of a series of circumstances involving heavy labor requirements and operating materials to maintain the essential projects, expensive repairs, a smaller crop due to dry weather, and inability to secure remuneration for expense in seed testing for seed certification, the Farm Crops Department of the Experiment Station estimates a deficit on June 30 of $2,500. The Board authorized an overdraft of $2,500 in the Fees and Sales Account of the Farm Crops Department, with repayment to the Board to be made from sales receipts during 1939-40.

**BUDGET ADD’N FOOD INDUSTRIES DEPARTMENT**

Operations in the Food Industries Department on canning began earlier than usual, due to the drought, necessitating the immediate purchase of fruit and supplies. In order to meet additional costs to June 30, the Board approved a budget addition of $1,675 from estimated overrealization of restricted sales income, to the budget of the Food Industries Department.

**BUDGET ADD’N GEOGRAPHY DEPARTMENT**

In the University of Oregon supplementary budget approved at the last meeting, provision was made that one-third of Professor Lomax’s time should be transferred from the School of Business Administration to the Geography Department, but funds were not set aside to care for this allocation. The Board approved a budget addition of $879.37 to the 1939-40 Geography Department salary budget to pay this portion of Professor Lomax's salary, the funds to come from the reserve for additional assistance.

**BUDGET ADD’N PHYSICAL ED. AT UNIVERSITY FOR DOCTOR OF MEDICINE**

The Board approved the creation of a position in the School of Physical Education of doctor of medicine, carrying rank of Associate Professor of Physical Education, one-year tenure, 10-months service, effective October 1, 1939, at a salary of $33,000, $1,500 of which will be paid by the University and $1,500 by the Eugene Public Schools, the budget addition of $1,125 required in 1939-40 to be provided as follows:
Reduction of additional funds granted School of Architecture for additional staff from $3,080 to $2,160 ....... $920.

Budget addition from reserve for additional assistance ...... 205 $1,125

The Board approved a budget addition of $150 to the Drama budget at the University in order to avoid an overdraft on June 30, 1939, funds to come from over-realization of estimated receipts and from miscellaneous rentals.

In the interim between Board meetings, opportunity arose to sell an unimproved lot in West Los Angeles received through the bequest of Eleanor Peake to the Doernbecher Hospital. Since completion of the sale depended upon immediate negotiations, the Executive Committee approved the sale of this lot for $400. The Board approved the action of the Executive Committee in approving this sale and the action of the President and Secretary in executing the required deed.

The Board authorized the Secretary to acknowledge the bequest to the Doernbecher Memorial Hospital received through the will of Mary J. Rigby of her home property at 3942 S. E. Salmon Street, Portland, the income to be used for general operating purposes of the Hospital; and authorized the proper officers to execute the necessary documents.

Under the will of Mark A. Mayer, the Cancer Control Committee of the Medical School was bequeathed a sum of $500. Attorney-General Van Winkle represented the Medical School at the court hearing in connection with the settlement of the estate and recommended that the Board accept $250 in cash as full payment on the Mayer bequest. The Board approved the recommendation of the Attorney-General regarding acceptance of $250 in cash as full settlement on the Mayer estate and authorized the Cancer Control Committee of the Medical School to execute the necessary documents for the Board.

The Board approved a budget addition of $875 to the Placement Service budget of the Oregon College of Education in order to avoid an overdraft on June 30, 1939, funds to come from over-realized income, $249; and from savings in the instructional budget, $326, with the understanding that this addition will be non-recurring.
The Board approved a budget addition of $730 to provide for the following supplemental items to the 1939-40 Central Library Office budget:

- Wages to employ clerical assistance: $255
- Materials and expense for Library of Congress cards for Union catalog: $275
- Equipment for typewriter replacements: $200

Total: $730

Funds to cover this addition are to come from reserves set up for supplementary budgets.

By agreement with the federal government, the Board is required to furnish commercial fire insurance on buildings constructed through the assistance of P.W.A. The Board approved the following budget additions to pay premiums on three-year blanket insurance policies on buildings constructed through the help of P.W.A. at the several institutions, as follows:

<table>
<thead>
<tr>
<th>Institution</th>
<th>1938-39</th>
<th>1939-40</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Oregon</td>
<td>$49.92</td>
<td>$437.77</td>
</tr>
<tr>
<td>Oregon College of Education</td>
<td>24.84</td>
<td>217.93</td>
</tr>
<tr>
<td>S.O. College of Education</td>
<td>5.16</td>
<td>45.26</td>
</tr>
<tr>
<td>E.O. College of Education</td>
<td>15.90</td>
<td>139.53</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$95.82</strong></td>
<td><strong>$840.49</strong></td>
</tr>
</tbody>
</table>

The Board approved a budget addition of $450 to the Graduate Division budget to make possible an increase in the time service of the secretary from half to full time, effective July 1, 1939, funds to come from the reserve for additional assistance.

The Board approved an increase for the year 1939-40 in the stipend for graduate assistantships and fellowships from $540 to $560 for the assistantships and from $750 to $760 for the fellowships, payments to be made in ten installments instead of nine.

The Board approved the following personnel adjustments at the University:

- Appointment of Dr. Hugh B. Wood, as Professor of Education, effective October 1, 1939, one-year tenure, at a salary of $3,500, 10-months basis, to succeed Dr. Nelson Bosson, resigned. Position provided in budget.
Meeting #95 - 31

June 13, 1939

James Ford
Appointment
Temporary appointment of Mr. James L. C. Ford as Assistant Professor of Journalism for nine months, effective October 1, 1939, at a salary of $1,800, to replace Professor Charles Hulten who is on sabbatical leave during 1939-40. Position provided in budget.

Jack Plotkin
Resignation
Resignation of Mr. Jack Plotkin, acting executive assistant in the library, on May 31 instead of June 30, 1939 because of ill health and the utilization of $135 in salary savings in the 1938-39 budget as follows:

Continuation of Miss True Morris and Mrs. Ione Brooke on their temporary salary rates of $1,080 and $1,300 respectively, from June 15 to June 30, 1939 . . . $54.16

Transfer of $60.84 from salaries to wages to provide additional assistance during June . . . . 80.84 $135.00

R. Barthell
Leave of Absence
Leave of absence without pay for Mr. Russell Barthell, Assistant Director of the Bureau of Municipal Research and Service, Portland Branch, during July and August, 1939, to complete final requirements for his doctorate, and the temporary appointment of Mr. William O. Hall as Assistant Director of the Bureau of Municipal Research, Portland Branch, during July and August at the same salary. No change in total budget.

Wm. Hall
Temporary Appointment

E. S. Tuttle
Deceased
Salary adjustments for the following staff members in the Business Office because of additional responsibilities due to the illness and death of Mr. E. S. Tuttle, Payroll Clerk, effective April 1, 1939:

C. Stalsberg
Salary Increase
Increase in salary of Mr. Clifford Stalsberg, Cashier, from $1,680 to $1,800.

Una Clark
Salary Increase
Increase in salary of Mrs. Una Clark, secretary, from $1,320 to $1,410.

Transfer of the balance budgeted to the salary of Mr. Tuttle to the wage budget to employ substitute assistance.

No increase in budget level.

The Board approved the following personnel adjustments at the State College:
R. J. Williams
Resignation

Resignation of Dr. R. J. Williams, Professor of Chemistry, effective June 30, 1939, to accept a position at the University of Texas. Recommendation for the appointment of a successor will be made at a later date.

W. S. Brown
Sabbatical Leave

Sabbatical leave or full pay for Professor W. S. Brown, Head of the Department of Horticulture, from June 1 to September 1, 1939, to study educational and experimental work in horticulture at several land-grant colleges and experiment stations. Arrangements have been made within the department to care for Professor Brown’s work at no additional cost.

W. Adrion
Appointment

Appointment of Mr. Walter Adrion as Assistant Professor of Physical Education effective October 1, 1939, one-year tenure, 10-months service, at a salary rate of $3,200, to succeed Professor O. C. Mauthe, deceased. Budget saving of $75 in the 1939-40 budget to revert to Board’s unappropriated funds.

Edna Van Horn
Appointment

Appointment of Miss Edna Van Horn as Assistant Professor of Household Administration on two-thirds time, 10-months basis, one-year tenure, at a salary of $1,666.67, effective October 1, 1939, to succeed Mrs. Ruth G. Hammond, resigned. No change in budget.

J. M. Whitely
Appointment

Appointment of Dr. James M. Whitely as Assistant Physician in the Health Service, rank of Assistant Professor, effective September 1, 1939, 10-months service, one-year tenure, at a salary of $2,400, to succeed Dr. Leland Gould, resigned. No change in budget.

LeRoy Hansen
Appointment

Appointment of Mr. LeRoy Hansen as instructor and research assistant in the Farm Crops Department, effective July 1, 1939, 12-months service, one-year tenure, at a salary of $2,400. This position was provided in the supplementary budget approved at the last meeting at a salary of $2,200. Budget addition required of $200 will be made from Experiment Station funds.

The Board approved the following changes in rank and tenure at the State College:

Edith Rhyne

Miss Edith Rhyne, Associate Professor of Clothing, Textiles and Related Arts, to Acting Head of the Department during the sabbatical leave of Miss Alma Fritchhoff, Head of the Department, during 1939-40.
J. J. Brady  
Dr. J. J. Brady, Assistant Professor of Physics, one-year tenure, to Associate Professor of Physics, indefinite tenure.

E. A. Yunker  
Mr. E. A. Yunker, Assistant Professor of Physics, to Associate Professor of Physics.

J. L. Osborn  
Mr. J. L. Osborn, Assistant Professor of Zoology, from yearly to indefinite tenure.

G. H. Schroeder  
Mr. George H. Schroeder, instructor in Forestry, to Assistant Professor of Forestry.

Eva Seen  
Dr. Eva M. Seen, Head of the Department of Physical Education for Women, from yearly to indefinite tenure.

G. W. Holcomb  
Mr. G. W. Holcomb, from Associate Professor of Civil Engineering, to full Professor of Engineering.

The Board approved the following changes in rank at the Medical School:

E. E. Osgood  
Dr. Edwin E. Osgood, Assistant Professor of Medicine and Head of the Division of Experimental Medicine, to Associate Professor of Medicine and Head of the Division of Experimental Medicine.

R. L. Dodson  
Dr. Ralph L. Dodson, Clinical Associate in Surgery, to Assistant Clinical Professor of Surgery.

E. St. Pierre  
Dr. Edouard W. St. Pierre, Clinical Associate in Surgery, to Assistant Clinical Professor of Surgery.

John Raff  
Dr. John Raff, Clinical Instructor in Surgery, to Assistant Clinical Professor of Surgery.

The Board approved the following personnel adjustments at the Oregon College of Education:

F. Hutchinson  
Leave of absence without pay for Mrs. Florence W. Hutchinson, Assistant Professor of Music, from July 1 to August 15, 1939, and the temporary appointment of Miss Genevieve Brown to this position during Mrs. Hutchinson's absence, at the same salary. No change in budget.

G. Brown  
Temporary Appointment

Dora Hendy  
Resignation

Resignation of Miss Dora P. Hendy, Assistant Professor of Education and Supervisor of Teaching in the Independence Training School, effective June 30, 1939. Recommendation for her successor will be made at a later date.
The Board approved the following personnel adjustments at the Eastern Oregon College of Education:

**Eva Year**
Sabbatical Leave

Sabbatical leave for Miss Eva Year, Assistant Professor of Education, on half salary from September 1, 1939 to June 1, 1940, to take advanced work at Columbia University, and the appointment of Mrs. Wallie Williamson to Miss Year's position from September 1, 1939 to June 1, 1940, at a salary of $1,050, $900 of which will come from the La Grande School District and $150 from the salary budget of the Eastern Oregon Normal School. No change in total budget.

The Board directed the Secretary to express appreciation to the management of the Heathman Hotel for the use of the Castillian Room and to request the privilege of using this room in the future for sessions of the Board.

**ADJOURNMENT**

Upon motion by Mr. Callister and second by Mr. Brand, the Board adjourned at 12:10 p.m. to convene in a special meeting in Portland, Oregon, Monday, June 19, 1939, at 1:30 p.m. at the Heathman Hotel.

\[Signature\]

WILLARD L. LARIS, President

\[Signature\]

CHARLES E. EPSTEE, Secretary