STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
HEATHMAN HOTEL, PORTLAND, OREGON
July 25, 1939

MEETING #97

A regular meeting of the State Board of Higher Education of the State of Oregon was held at the Heathman Hotel, Portland, Oregon, at 10:25 a.m. on July 25, 1939.

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
F. E. Callister
Willard L. Marks
Herman Oliver
E. C. Pease
Robert W. Ruhl
Beatrice Walton Sackett
E. C. Sammons
Edgar W. Smith

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

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.

MINUTES APPROVED

The Board voted to dispense with the reading of the minutes of the last regular meeting on June 13, 1939, and approved the minutes of this meeting as they appeared in the docket.

WEED GIFT OF IRIS GARDEN

Mr. Howard Weed appeared before the Board in the interest of the development of an iris garden at the State College. He indicated that his gift of 500 varieties of iris, 75 varieties of day lilies and 60 varieties of Oriental poppies would be conditional upon provision by the Board for proper care and maintenance. He indicated that a cost of approximately $500 would be involved to establish the garden, and an annual cost of approximately $1,200 to employ a caretaker. He pointed out that the establishment of such a garden would add materially to the beauty of the campus, and that as increases became available, other campuses of the System would benefit thereby.

The Board referred the matter of financing the care of the Weed gift to the Chancellor and the Finance Committee for consideration and later report.
PLANS FOR CAMPUSES

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

"At a meeting of the Building Committee yesterday the campus plans for future development at the Southern and Eastern Oregon Colleges of Education were presented by the presidents. These layouts had been prepared by competent landscape architects. The Eastern Oregon plan was the original layout prepared at the time the institution was founded, with slight modifications as buildings have been erected. The Committee is in accord with the general idea embodied in this plan but will await completed drawings before recommending its adoption to the Board.

Southern Ore. College of Education

"The plan for campus development at the Southern Oregon College of Education is complete in all details, and projects the location of future buildings and other campus features. The Committee is recommending to the Board the adoption of this plan."

The Board voted to adopt the plan for campus development at the Southern Oregon College of Education as recommended by the Building Committee.

RESOLUTION OF INTENTION TO ACCEPT OFFER OF P.W.A. FOR SUPPLEMENTAL GRANT ON SCIENCE BLDG.

The report of the Building Committee was continued as follows:

"Board members will recall that at the June 13 meeting authorization was given for an application to be filed with the Public Works Administration for an additional grant of $9,900 to make it possible to award the contract for the remodeling of the old Science Building at the State College. To match this grant an appropriation of $12,100 was made from unpledged building fees at the State College. Recently, word has been received from the federal government that the supplementary grant of $9,900 has been approved, but the official offer has not as yet been received. According to P.W.A. regulations, it will be necessary for the Board to indicate its intention to accept the offer of this additional grant before contracts can be signed and work started on the remodeling project. I am asking Mr. Byrne to read the necessary resolution."

Secretary Byrne read the following resolution entitled "A Resolution of the Intention of the State Board of Higher Education of the State of Oregon to Accept the Offer of the United States of America through the Public Works Administration for an Additional Grant to Aid 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 RESOLUTION OF THE INTENTION OF THE STATE BOARD OF
HIGHER EDUCATION OF THE STATE OF OREGON TO ACCEPT THE
OFFER OF THE UNITED STATES OF AMERICA THROUGH THE
PUBLIC WORKS ADMINISTRATION FOR AN ADDITIONAL GRANT TO
AID 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.

WHEREAS, the State Board of Higher Education of the
State of Oregon has received notice from the United
States of America through the Public Works Administration
of an additional grant allotment of $9,800, making
a total grant allotment of $234,900, to aid in the con-
struction and equipping of a Chemistry Building and the
construction of alterations to the existing Science
Building on the campus of Oregon State College; and

WHEREAS, the official offer of this additional grant has
not as yet been received from the Public Works Admin-
istration; now, therefore

Be It Resolved by the State Board of Higher Education
that, in order to facilitate the completion of contract
documents and starting of the work on the remodeling
of the old Science Building, said Board does hereby
express its intention to accept the Offer of the United
States of America through the Public Works Administration
for an additional grant of $9,800 as soon as feasible
after receipt of said Offer; and

Be It Further Resolved, that the President and Secretary
of the State Board of Higher Education are hereby
authorized to execute whatever documents are necessary
in advancing the project.

The Board voted unanimously to adopt the foregoing
resolution.

The report of the Building Committee was continued as
follows:

"The Building Committee met in Eugene Sunday and in-
spected the P.W.A. Grandstand project. This structure,
which will provide 2,000 additional seats, has been
completed to the satisfaction of University officials
and the architect. You will recall that no state or
Board funds were used in this project, it being financed
by a grant from the federal government of $18,315 and
University Athletic Board funds in the amount of $22,516,
making a total of $40,831. The Building Committee is
recommending acceptance of this project, subject to
certification by the architect and approval of the Public
Works Administration."
The Board voted to accept the Grandstand project at the University, as recommended by the Building Committee, subject to certification by the architect and approval of the Public Works Administration.

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

"The Committee stopped off at Corvallis and inspected the Agricultural Engineering Building which is now completed except for a few minor equipment installations. The Committee was impressed with the general sturdiness of the structure and its excellent design for general laboratory and shop purposes for agricultural engineering. A number of fine offices and a general classroom are also provided in the building. It is pertinent to point out that this building also has been constructed at only a very slight cost to the state, to be exact, $1,760. The Public Works Administration supplied $27,000 in grant and $33,000 was obtained from the State Restoration Fund as a result of the fire loss in the old building. The total cost, therefore, is $61,760. Special tribute should be paid Mr. Bennes for this difficult job of remodeling and reconstructing the old building as it was left after the fire. The Committee is recommending acceptance of this project, subject to certification by the architect and approval of the Public Works Administration."

The Board voted to accept the project involving the remodeling and reconstructing of the Agricultural Engineering Building as recommended by the Building Committee, subject to certification by the architect and approval of the Public Works Administration.

The report of the Building Committee was continued as follows:

"A program of interior decoration for Waldo Hall, one of the girls’ dormitories at the State College, was presented to the Committee. Mrs. Sackett has visited the dormitory and has gone over the program with the College officials. The estimated cost of the program, which includes mostly painting woodwork and tinting walls, is $5,000. Committee members have for some time been impressed with the need for brightening up this dormitory and making it more livable. The Committee is therefore making the following recommendations:

1. That a sum of not to exceed $5,000 be allotted from dormitory balances to cover the interior decoration program as submitted, the program to be subject to review by Mr. Byrne and Mr. Traver and to be carried out under Mr. Traver’s direction."
2. That the Chancellor request College officials to make a survey of the ultimate use to which Waldo Hall should be put so that any further remodeling or improvements on this building will be made in the light of the final function the building will serve on the campus.

"The Committee recommends adoption of these recommendations, the appropriation of $5,000 to be subject to approval by the Finance Committee."

Mr. Sammons, Chairman of the Finance Committee, presented the following report on improvements in Waldo Hall at the State College:

"The Building Committee has reported approval of a program of interior decoration for Waldo Hall at the State College, the cost not to exceed $5,000 to be paid from dormitory balances. The Finance Committee concurs in this program and recommends authorization of an expenditure therefor not to exceed $5,000."

The Board approved the recommendations of the Building Committee, as concurred in by the Finance Committee, regarding the program of interior decoration for Waldo Hall at the State College and appropriated $5,000 from dormitory balances, or as much thereof as is necessary, for this purpose; and authorized the Chancellor to request College officials to make a survey of the ultimate use to which Waldo Hall shall be put.

The report of the Finance Committee was continued as follows:

"The Finance Committee met yesterday with all members present and reviewed the 1937-38 state audit report on the business operations of the several institutions. On the whole, the Committee was very pleased with the favorable findings of the state auditors and concurred with the recommendations of the Comptroller and the Chancellor in regard to the adoption of the suggestions of the auditors.

"On the matter of taking an inventory each year rather than every five years and on the matter of tagging or numbering each piece of equipment, the Committee deferred final action and requested the Chancellor to discuss the matter with the Executive Council and other institutional officers and bring in a report and recommendation for carrying out the suggestions of the auditors at the December meeting."
"The question of utilizing car pools for all automobile travel, which would require the purchase of some additional cars, was also referred to the Chancellor to discuss with his Executive Council and institutional officials with report to be made at a later date."

The Board approved the report of the Finance Committee on the state audit report for 1937-38.

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

"The Alumni Secretaries of the State College and the University appeared before the Board and requested additional funds to support their work in the keeping of alumni records. Due to the curtailment of funds over the past several years, these records have been allowed to lapse and require a large amount of work in bringing them up to date and in maintaining them in usable and accurate form. The Alumni Secretaries requested budget additions of approximately $33,300 for each institution. Upon recommendation of the Chancellor, the Committee approved annual budget additions of $1,500 to the 1939-40 budgets at each institution for alumni records and is so recommending to the Board."

The Board approved additions of $1,500 each to the 1939-40 budgets of the Alumni Associations at the State College and the University.

The report of the Finance Committee was continued as follows:

"In prosecution of the case in defense of the radio assignment of KOAC against the Arizona Station KOY, expenditures for an attorney to represent KOAC, and for travel and other incidentals have been incurred in the amount of $1,500. In view of the fact that the Board authorized the prosecution of this case, the Committee is recommending that an appropriation of $1,500 be authorized to cover these expenditures."

The Board approved an addition of $1,500 to cover expenses incident to the prosecution of the case of Radio Station KOAC against the Arizona Radio Station, KOY.

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

"President Erb presented a request for a salary increase for Sergeant Howard H. Halsey of the Military Department at the University, from $712.80, paid entirely from federal funds, to $1,132.80. In accordance with the general policy of supplementing the federal salaries allotment for the non-commissioned officers, and in order to bring Sergeant Halsey's compensation in line with that of other staff members of similar rank, the Committee is recommending approval of the increase."
The Board approved an increase in salary for Sergeant Howard H. Halsey of the Military Department at the University from $712.80 to $1,132.80, effective October 1, 1939.

The report of the Finance Committee was continued as follows:

"The Chancellor presented a request of President Howard that moving expense be allowed for the removal of his furniture from La Grande to Monmouth. Inasmuch as it is the general policy of the Board to pay moving expenses where, by Board action, a staff member is required to change his residence, the Committee is recommending that President Howard's moving expense be allowed and sufficient appropriation made to cover such expense."

The Board voted to allow President Howard's expenses for the removal of his furniture from La Grande to Monmouth; and to make sufficient appropriation therefor.

Edgar W. Smith, Chairman of the Insurance Committee, presented the following report:

"The Insurance Committee met yesterday with all members present and reviewed the detailed reports on the fire-call systems and watchman provisions at the several institutions as gathered by the Secretary of the Board. For the most part, the facilities were found reasonably adequate. The Insurance Committee, however, is making the following recommendations for modifications in the existing program:

1. That the proper institutional officers be authorized to request the cities of Monmouth, La Grande and Ashland to extend their regular watchman service to the campuses, thereby providing additional fire and other protection.

2. That at least a part-time night watchman be provided at a minimum cost for the Medical School campus.

3. That, after careful investigation, additional night watchman service be provided for the campuses at the University and the State College, keeping this to the necessary minimum.

4. That a minimum of two outside fire alarm boxes be installed on the State College campus through the cooperation of the City of Corvallis."
The Board voted to approve the report of the Insurance Committee regarding modifications in the existing program of fire-call and watchman provisions at the several institutions.

COMMUNICATIONS

Mr. Marks reported the receipt of a communication from Earl Snell, Secretary of State, calling attention to Senate Joint Resolution No. 23 adopted at the last Legislature requiring the teaching of a course in physiology and hygiene, with special reference to the effects of alcoholic drinks, stimulants and narcotics on the human system, in all normal schools of the state and in departments of education of all colleges. The Chancellor reported that appropriate instructions had been sent to institutional officials.

News Bureau Release

Mr. Marks called attention to a recent State College News Bureau release regarding the possibilities of substituting wheat for corn as a livestock feed, thus eliminating the necessity of shipping the livestock to the mid-west corn belt for feeding before shipment to markets.

Board of Dental Examiners

Mr. Byrne read a resolution adopted by the Oregon State Board of Dental Examiners, urging the union of the North Pacific Dental College with the State System of Higher Education.

Oregon Mothers Club

Mr. Byrne read a petition from the University of Oregon Mothers Club urging the provision of dining room facilities in Susan Campbell Hall at the University of Oregon. Upon recommendation of the Chancellor, the Board referred the petition to the Building Committee, to be presented through the regular channels.

BUDGET ADD'NS TO AVOID OVERDRAFTS AT MED. SCHOOL

The Chancellor reported that in accordance with authority granted him at the June meeting of the Board, he had approved budget additions to avoid overdrafts at the Medical School as of June 30, 1939, in the amount of $1,050.

BROWN ESTATE

The Chancellor presented the following report regarding the estate of E. C. Brown:

"The will of the late Dr. E. C. Brown, which has within the past few days been admitted to probate in the Circuit Court in Portland, makes an officer of the State System of Higher Education the agent for the expenditure of the income from the principal sum designated in the will. After certain bequests to the American Sunday School Union, the Y.M.C.A. of the University, and the Y.M.C.A. of the Oregon State College, a trust fund is to be established, the income of which is to be devoted to the purpose set forth in the will."
"The will, originally dated August 20, 1930, names the President of the University of Oregon and his successors in office as this agent. In a codicil dated May 20, 1933, the Chancellor of the University of Oregon is named as the agent instead of the President.

"The purpose as stated in Section 6 of the will is as follows:

'It is my purpose by this will to create a perpetual trust of the said residue of my estate, the net income of which shall be used to promote as hereinafter specified and to carry on the instruction and education of the boys and girls and young people of the State of Oregon in respect to what is commonly called social hygiene..."

"I am submitting this statement to the Board for the purpose of including the same and the documents covering this matter, such as the will and the codicil and certain correspondence of Dr. Brown, as documents of record of the State Board of Higher Education."

The documents referred to by the Chancellor in connection with the bequest of Dr. E. C. Brown are on file in the Board’s office.

The Chancellor called attention to the high scholarship standing of N.Y.A. students on the University and State College campuses. He indicated that the Biennial Report of the Chancellor had pointed out the need for increasing scholarships from the present two per cent to a possible five per cent, with the understanding that only those with the greatest ability who are unable to avail themselves of a college education shall be offered such scholarships.

President Erb, with the approval of the Chancellor, presented the following report:

"The Works Progress Administration has requested the University of Oregon to act as sponsor of an Historical Records Survey. The purposes of this survey will be to inventory the archives of local governmental units, cities, municipalities and counties of the State of Oregon; to prepare inventories of church and business records; to inventory transcripts and guides to manuscript collections; to prepare field copy for an American and an Oregon imprints survey; and to issue in mimeographed form such publications of historical value as are approved by the State Department of Education, or any unit of local government, and by the National Director, Dr. Luther H. Evans. This project will operate throughout the State of Oregon."
"This sponsorship requires no expenditure of money, no provision of space, no provision of materials, supplies, or equipment, by the University. The contribution of the University as sponsor will consist exclusively in the use of its name as sponsor and in the contribution of the advisory services of Dr. R. C. Clark, Head of the History Department of the University. This arrangement has the approval of Dr. Clark. In return for the University's sponsorship, it is to be named as repository of the research data which will be collected by the project."

The Board voted to accept sponsorship through the University of Oregon for a W.P.A. Historical Records Survey, as recommended by President Erb with the concurrence of the Chancellor.

MEMORIAL PLAQUE FOR CHANCELLOR'S RESIDENCE

The Chancellor reported that Mr. Campbell Church had made written request that there be no memorial plaque installed on the property, as contemplated in a previous action of the Board.

R. J. MAASKE APPOINTED PRESIDENT OF E.O.C.E.

The Chancellor recommended the appointment of Dr. Roben J. Maaske to succeed Dr. C. A. Howard as President of the Eastern Oregon College of Education, effective September 1, 1939, at an annual salary of $5,000, with indefinite tenure. The Board voted unanimously to approve the appointment of Dr. R. J. Maaske to succeed Dr. Howard as President of the Eastern Oregon College of Education, as recommended by the Chancellor.

ELECTION OF OFFICERS

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

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

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

GIFTS

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

University

Gift of $406.94 from the Class of 1939 to establish the Robert Bailey Memorial Endowment Fund of the Class of 1939.
Oregon Mothers Club
Gift of $1,209.60 from the Oregon Mothers Club as a contribution toward the University of Oregon Mothers Emergency Loan Fund and the University of Oregon Mothers Scholarship Fund.

Dr. Burt Brown Barker
Gift of $550 from Dr. Burt Brown Barker to be used for the Oregon Dads W.P.A. Gates Project.

American Inst. of Architects
Gift of $3,350 from the American Institute of Architects for the support of the 1939 Carnegie summer session art work.

State College
Ag. Research Foundation
Gift of $550 to the Experiment Station Department of Soils by the Agricultural Research Foundation to be used for the employment of a graduate assistant.

Medical School
Doernbecher Hospital Guild
Gift of $2,000 from the Doernbecher Hospital Guild to the Doernbecher Memorial Hospital to be used for special surgical service.

Vierani Estate
Gift of $341.46 to the Doernbecher Memorial Hospital by the estate of Louis A. Vierani, deceased, through the United States National Bank, to be used for replacing worn-out kitchen equipment in the Doernbecher Hospital.

Eastern Oregon College of Education
Dormitory Furnishings
Equipment and furnishings for the women's dormitory, including radio, electric washing machine, electric clocks, electric coffee urn, painting, and ping pong sets from the following donors: W. H. Bohnenkamp and Company, Miss Verneal Dyal, Montgomery Ward and Company, Classes of 1937 and 1938, La Grande Branch of the American Association of University Women, and the Alumni Association.

La Grande Little Theater
Gift of three spotlights and one microphone for a public address system in the auditorium from the La Grande Little Theater Association.

COLLEGES OF EDUCATION PARTICIPATION IN GENERAL RESEARCH PROGRAM
A special committee consisting of Dean Clof Larsell, Dean E. L. Packard and Dr. V. V. Caldwell was appointed by the Chancellor to consider the possibility of participation of the Colleges of Education staffs in the general research program of the State System. This committee recommended, with the concurrence of the Executive Council and the Chancellor, that a member of the Colleges of Education faculties be appointed to the General Research Council created by Board action of July 18, 1932, and that
staff members of the Colleges of Education be eligible to receive grants from the funds budgeted for general research on the same basis as applicants from the University, State College and Medical School, with the understanding that no research assistants, scholars or fellows can be appointed in the Colleges of Education because these institutions offer no graduate work. The Board voted to approve the recommendations of the special committee appointed by the Chancellor regarding participation of Colleges of Education staffs in the general research program of the System.

The Board approved an addition of $1,500 to the 1938-39 budget of the Hood River Branch Experiment Station from increased sales income, in order to care for expenses incident to early harvesting operations.

The Board approved an addition of $65,87 to the 1938-39 budget of the Horticulture Department at the State College from increased sales receipts as a result of early harvesting operations.

The Board approved an addition of $12,450.02 from unbudgeted legislative funds made available under 1939 House Bill No. 496 to care for the following projects:

<table>
<thead>
<tr>
<th>Department</th>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agr. Chemistry</td>
<td>Hop Pests and Agronomy</td>
<td>$ 550.00</td>
</tr>
<tr>
<td>Botany</td>
<td>Cherry Diseases and Pests</td>
<td>$ 740.00</td>
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<tr>
<td>Botany</td>
<td>Cane Fruit Pests and Diseases</td>
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<tr>
<td>Entomology</td>
<td>Cane Fruit Pests and Diseases</td>
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<tr>
<td>Farm Crops</td>
<td>Hop Pests and Agronomy</td>
<td>$ 1,581.02</td>
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<td>Horticulture</td>
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<td>$12,450.02</td>
</tr>
</tbody>
</table>

The Alumni Holding Company of the University received an offer of $100 each for lots Nos. 64 and 65 in Overlook Addition, City of Eugene, which were acquired through a gift and sheriff's deed. The Board accepted the offer of $100 each for these lots and authorized the President and/or Secretary to execute the necessary documents in connection with the sale of the property.
The Board approved the following lease of land in Klamath County on which experiments are being conducted in the control of root knot nematodes, financed with funds made available by the 1939 Legislature; and authorized the proper officers to execute the lease:

Lease of 5.8 acres of land from Mr. Will Blackman and Mrs. Ina Grace Blackman, at an annual rental of $25 per acre, including the cost of irrigation water and facilities, from January 1, 1939 to December 31, 1941.

Pending consideration and approval of a cooperative agreement between the U. S. Department of Interior, Division of Grazing, and the Experiment Station, a budget for the Squaw Butte Range Experiment Station was not submitted at the time other institutional budgets were prepared. In order to care for necessary expenses for the operation of the station, the Board approved the following budget for 1939-40, funds to come from miscellaneous sales income:

<table>
<thead>
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<th>Description</th>
<th>Amount</th>
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<tr>
<td>Wages</td>
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<tr>
<td>Materials and Expense</td>
<td>$1,979.00</td>
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<tr>
<td>Equipment</td>
<td>$250.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,599.00</strong></td>
</tr>
</tbody>
</table>

The Board approved the following personnel adjustments at the University:

**Appointments**

- **E. Aitchison**
  - Appointment of Miss Beatrice Aitchison as instructor in Economics, one-year tenure, 10-months basis, effective October 1, 1939, at a salary of $2,000. Position budgeted in 1939-40 at $1,800. Addition required in current fiscal year of $150 to come from reserve for additional assistance.

- **W. O. Hall**
  - Appointment of Mr. William O. Hall as Acting Director of the Bureau of Municipal Research and Consultant of the League of Oregon Cities, with rank of instructor, for one year, effective October 1, 1939, 12-months basis, at an annual salary of $2,700, divided two-thirds to the Bureau of Municipal Research and one-third to the League of Oregon Cities. Mr. Hall will replace Mr. Herman Kehrli who was granted sabbatical leave on half pay during 1939-40. Funds provided in the budget from salary released by Mr. Kehrli's sabbatical leave, $1,350, and remainder from League of Oregon Cities.
Appointment of Miss Mary Shafer as instructor in Home Economics, 10-months basis, one-year tenure, effective October 1, 1939, at a salary of $1,500 per year to replace Mrs. Carolyn Ward, resigned. Since this position was budgeted in 1939-40 at $1,400, an addition of $75.00 is required, which will be transferred from the wages account of the Home Economics Department.

Appointment of Mr. Arthur G. Dudley as Assistant Professor of Business Administration, 10-months basis, one-year tenure, effective October 1, 1939, at a salary of $2,700. Funds for this position were provided by the transfer of one-third of Professor Lomax's time to the Geography Department and additional funds allotted in the supplementary budget for Business Administration.

Creation of half-time assistantship in the Museum of Natural History, effective October 1, 1939, 10-months basis, at a salary of $500 per year. Budget addition of $875 required in 1939-40 to come from central reserve for additional assistance.

Appointment of Mr. Orval H. Etter as research assistant in the Bureau of Municipal Research, effective July 17, 1939, one-year tenure, 12-months basis, at a salary of $1,600, to replace Miss Mary Nelson, resigned, salary rate of $1,400. Budget addition required in 1939-40, $131.16.

Appointment of Miss Lynnette Davis as secretary in the School of Journalism, effective November 1, 1939, 12-months basis, one-year tenure, at a salary of $1,200, to replace Miss Jean Gulovsen, resigning on October 31. Since the position was budgeted at $1,080, an addition of $80 will be required in 1939-40.

Adjustments for personnel who are joint employees of the University and the Athletic Board, as follows:

Mr. Howard Hobson, basketball and baseball coach, salary increase from $3,800 to $5,000, effective July 1, 1939, funds for the increase to come from Athletic Board funds.

Mr. John Warren, freshman coach, salary increase from $2,600 to $3,000, effective July 1, 1939, funds for the increase to come from Athletic Board funds.

Mr. W. L. Hayward, track coach and trainer, salary decrease from $4,637.50 to $3,052.12, effective July 1, 1939, and reduction in time to include only service as track coach. Mr. Hayward will be provided a part-time assistant who will be paid by the Athletic Board. The reduction in salary is entirely in Athletic Board funds.
E. Waldorf
Appointment

Appointment of Mr. Eric Waldorf, the present football coach at Jefferson High School, as graduate assistant in Physical Education and athletic assistant, at a salary of $1,050, effective September 1, 1939. The School of Physical Education will utilize $550 previously authorized for a graduate assistant toward Mr. Waldorf's salary and the remainder will be paid by the Athletic Board. No additional Board funds involved.

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

J. W. Ellison
Sabbatical Leave

Sabbatical leave on full pay for Dr. Joseph W. Ellison, Professor of History, during the fall term of 1939-40 to study in Europe. Arrangements have been made within the Lower Division to care for Professor Ellison's work at no additional expense.

Mabel Mack
Leave of Absence

Leave of absence without pay for Mrs. Mabel C. Mack, Home Demonstration Agent in Jackson County, from June 19 to June 30, 1939, to take resident work at the State College toward her Master's degree. Salary saving of $96.80 in the 1938-39 budget to be transferred to the Director's Reserve.

P. G. Hoel
Resignation

Resignation of Dr. Paul G. Hoel, instructor in Mathematics, effective September 30, 1939, salary of $2,200, and the re-appointment of Dr. W. J. Kirkham as Assistant Professor of Mathematics, effective October 1, 1939, 10-months basis, one-year tenure, at a salary of $2,400. Dr. Kirkham has been on leave for two years in government service. Budget addition required in 1939-40, $150.

Buena Maris
Appointment

Appointment of Mrs. Buena Maris as Extension Specialist in Family Relationships, rank of Assistant Professor, effective August 1, 1939, 12-months basis, one-year tenure, at a salary of $2,700. Mrs. Maris has been acting specialist in this department since the resignation of Mrs. Maud N. Morse in December. Position provided in budget at $3,000. Saving of $525 to be transferred to the Director's Reserve.

H. R. Sinnard
Increase in Time and Salary

Increase in time service for Professor H. R. Sinnard, Associate Professor of Agricultural Engineering and Art and Architecture, from 10 to 12-months basis, indefinite tenure, and corresponding increase in salary from $3,000 to $3,500, effective July 1, 1939. This adjustment was necessitated by the provision in the 1939-40 budget for a larger portion of his time to be devoted to instructional work in Art and Architecture, and will allow Professor Sinnard to conduct research.
projects for the Experiment Station during the summer months. Funds for the adjustment to be provided in the amount of $500 from Purnell funds in the 1939-40 Experiment Station budget.

H. R. Vinyard
Time and Salary Increase

Time and salary increase for Mr. H. R. Vinyard, instructor in Physics, from 50 to 61 per cent with corresponding salary increase from $1,000 to $1,217 per year, effective October 1, 1939. Increase of $162.75 to be provided by funds released through the retirement of Professor W. B. Anderson to a 43 per cent time basis.

Critic Instructorship in Industrial Arts

Creation of an additional critic instructorship in Industrial Arts in the Corvallis schools, 10-months service, effective October 1, 1939, at a salary of $1,900, of which the Corvallis schools will provide $1,400. Budget addition of $230.37 to the School of Education budget in 1939-40 to come from the reserve for additional assistance.

T. R. Palmerlee
Appointment

Appointment of Mr. Thomas R. Palmerlee as instructor in Mechanical Engineering, 10-months service, one-year tenure, effective October 1, 1939, at a salary of $1,800 per year. Budget addition of $1,350 required in 1939-40 to come from central reserve for additional assistance.

M. E. Sauerbry
Appointment

Appointment of Mr. Max E. Sauerbry as research assistant in the Experiment Station Department of Soils, 9-months basis, effective September 15, 1939, at a salary of $550, to be provided through a gift from the Agricultural Research Foundation. No unrestricted funds involved.

R. A. Work
Resignation

Resignation of Mr. R. A. Work as Superintendent of the Medford Branch Experiment Station to devote full time to the cooperative snow survey project of the United States Department of Agriculture. Mr. Work will continue to be located at the Medford Station as Associate Irrigation Engineer, retaining his rank of professor, with no change in his salary of $216 per year from branch station funds.

E. S. Degman
Appointment

Appointment of Dr. E. S. Degman as Superintendent of the Medford Branch Experiment Station with rank of professor, to succeed Mr. Work, 12-months basis, one-year tenure, at a salary of $3,200, effective August 1, 1939. The funds for this position will be provided $2,984 from the U.S.D.A. and $216 from the Medford Branch Station. The amount required from station funds in 1939-40 will be $188. No change in total budget and no unrestricted funds involved.
J. Dixon
Increase in Time and Salary
Increase in time service for Mr. James Dixon, employed jointly by the State College and Athletic Board as instructor in Physical Education, from 10 to 12-months basis, with corresponding salary increase from $2,700 to $3,000, effective July 1, 1939. Funds to cover the increase will be provided from Athletic Board funds.

H. W. Moe
Salary Increase
Increase in salary for Mr. Hal W. Moe, employed jointly by State College and Athletic Board as instructor in Physical Education, from $2,400 to $2,700, effective July 1, 1939. Funds to cover the increase will be provided from Athletic Board funds.

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

M. F. Gourley
Resignation
Resignation of Dr. M. F. Gourley, Assistant Professor of Medicine, 12-months service on half-time basis, at a salary rate of $1,500, effective July 1, 1939, and the appointment of Dr. Donald E. Forster, as instructor in Medicine, effective July 1, 1939, one-year tenure, 12-months service on half-time basis, at a salary of $1,500. No change in budget.

D. E. Forster
Appointment

E. Sears
Appointment
Appointment of Miss Ethel Katherine Sears as Assistant Professor of Nursing Education on a non-salary basis, effective May 31, 1939, to replace Miss Glenda Proper, Assistant Professor of Nursing Education, resigned.

G. Proper
Resignation

M. D. Sachs
Appointment
Appointment of Dr. M. D. Sachs as Assistant Professor of Radiology, 12-months basis, yearly tenure, effective July 1, 1939, at a salary of $250 per month, to replace Dr. George Bracher, Assistant Professor of Radiology, resigned. No change in total budget.

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

Lucile Wall
Resignation
Resignation of Lucile E. Wall, Assistant Professor and Supervisor of Teaching at the Monmouth Training School, effective June 30, 1939, and the appointment of Mrs. Dorothy Carr Blake as Instructor and Supervisor of Teaching to replace Miss Wall, effective October 1, 1939, at the same salary of $1,190 for nine months, yearly tenure. No change in budget.

D. Blake
Appointment

La Vada Reed
Resignation
Resignation of Miss La Vada Reed, Assistant Professor and Supervisor of Teaching in the Monmouth Training School, and transfer of Miss Esther Bonnichsen to this position from the Independence Training School, Instructor and Supervisor of Teaching, yearly tenure, at the same salary of $1,080 for the nine-months period from October 1, to June 30, 1940.
B. Litwiller
Transfer
Transfer of Mrs. Blanche Duguid Litwiller, Assistant Professor and Supervisor of Teaching, from the Rickreall Training School to the Independence Training School to replace Miss Bonnichsen, at the same rate of $1,001 from October 1, 1939 to June 30, 1940, with indefinite tenure.

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

Mary King
Leave of Absence
Leave of absence for Miss Mary Helen King, Assistant Professor and Critic Teacher in the Lincoln Training School, from September 1, 1939 to June 1, 1940, without pay, and the appointment of Miss Clara L. Verhasselt to Miss King's position, rank of instructor, at a salary of $1,100 for the 9-months period from September 1, 1939 to June 1, 1940, yearly tenure. No change in budget.

C. Verhasselt
Appointment

The Board unanimously adopted the following resolution, introduced by Mrs. Beatrice Walton Sackett, in appreciation of the services of Dr. J. A. Churchill as President of the Oregon College of Education and Director of Elementary Teacher Training:

WHEREAS, after nearly half a century of exemplary and fruitful service to Oregon education, Dr. J. A. Churchill has relinquished his position as President of the Oregon College of Education to become President Emeritus of that institution and to return to his early love of the classroom, and

WHEREAS, during his forty-eight years of active educational work in Oregon, first as Superintendent of the Baker schools for twenty-two years, then as State Superintendent of Public Instruction for thirteen years, later as President of the Southern Oregon College of Education for six years, and finally as President of the Oregon College of Education and Director of Elementary Teacher Training in Oregon for seven years, Dr. Churchill has made contributions of inestimable value both to elementary and secondary education and to teacher training, and

WHEREAS, during all of this period Dr. Churchill has maintained a constructive attitude on problems of education which has materially promoted the welfare of the youth of this state and the progress of their training, and

WHEREAS, in his executive capacity in the State System of Higher Education, Dr. Churchill's actions have always been characterized by the most thoughtful consideration of and concern for the best interests of higher education in general, therefore be it
RESOLVED, that the State Board of Higher Education express its deepest appreciation to Dr. Churchill for his half century of devotion and service to education in Oregon; honor him for his loyalty to members of this Board; pay tribute to him for his effective work; congratulate him for the inspiration he has transmitted to thousands of boys and girls; and wish for him the highest degree of pleasure in his continued service to education and to the people of the State.

Mr. Byrne reported the receipt of an offer of $600 from Mr. and Mrs. H. G. White for 13½ acres of low land, which is part of the gift of 173 acres of land near Eugene given to the Medical School by the Widmer sisters. The terms of the offer include a down payment of $50, with the balance to be paid at the rate of $15 per month, carrying four per cent interest. The Board voted to accept the offer of $600 for the 13½ acres as recommended by Mr. Byrne, with the concurrence of the Chancellor; and authorized the necessary officers to execute the documents in connection with the sale of the property.

Included in the assets of the Eleanor Peake estate recently turned over to the Doernbecher Memorial Hospital was a mortgage due in 1931, the unpaid principal balance of which is $2,750 with delinquent interest due in the amount of $36.00. Unpaid tax liens against the property total $350. The attorney for the heirs of the Schneiderman estate has offered to make a cash settlement of $2,000 for the mortgage and note. The Board voted to accept the offer of $2,000 in payment of the mortgage and note plus accrued interest thereon, received by the Doernbecher Memorial Hospital under the terms of the Eleanor Peake bequest. The mortgage and note cover all of Lot 2 in Block 30 in Garuthers Addition to the City of Portland, Oregon. The President and Secretary were authorized to execute the necessary documents in settlement of the mortgage and note.

Mr. Byrne reported that in accordance with recent Board action authorizing a survey of land needs of the System, a committee with Dean William A. Schoenfeld as chairman, had been appointed to study the needs at the State College. Mr. Byrne, with the concurrence of the Chancellor, recommended that the report be referred back to President Peavy and the chairman of the committee for further study and report regarding the relative needs of the various schools and divisions and the recommended purchase preference; and authorized the Chancellor's Office to make recommendations for the financing of such a program and to submit a report to the Building Committee and the Experiment Station Committee at a later date.

Upon motion by Mr. Sammons and second by Mr. Ruhl, the Board adjourned at 11:50 a.m.

WILLARD L. MARSH, President
CHARLES D. BURNE, Secretary