STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
HEATHMAN HOTEL, PORTLAND, OREGON
June 11, 1940

MEETING #104

A regular meeting of the State Board of Higher Education of the State of Oregon was held at the Heathman Hotel, Portland, Oregon, at 2:00 p.m., on June 11, 1940.

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                            Willard L. Marks
F. E. Callister                        Robert W. Ruhl
R. C. Groesbeck                        Beatrice Walton Sackett
Mac Hoke                                E. C. Sammons
                                          Edgar W. Smith

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

MINUTES APPROVED

The Board voted to dispense with the reading of the minutes of the last regular meeting held on April 23, 1940, and approved the minutes of this meeting as they appeared in the docket.

BUILDING REPAIRS PROGRAM FOR 1940-41

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

"The State Board of Higher Education presented to the 1939 Legislature a special request for an appropriation of $100,000 for emergency building repairs and improvements. The Ways and Means Committee approved this request but at a later date the Governor asked that we relinquish $50,000 of our funds to another state department, and $22,400 of this was deducted from the $100,000 request for building repairs. The actual appropriation for building repairs and improvements was, therefore, $77,600 for the biennium, or $38,800 for each year of the biennium."
"The $38,800 for the year 1939-40 was distributed upon the basis of a survey of institutional needs made by the Secretary of the Board with the assistance of Mr. Traver.

"The projects under this program have been completed and a balance of $2,162.52 remains. The budgetary plan for 1940-41 again set up a reserve of $38,800 to be allotted to needed projects at the several institutions. The Board has already approved the following projects to be financed from the 1940-41 reserve:

1. Third wing of Dairy Barn, WPA project, OSC ............................ $5,500

2. Wing additions to Art and Architecture Building, WPA project, U of O .......... 4,500

3. Additional funds for WPA Dairy Barn project OSC ........................... 1,492

4. Modernizing light, Art and Architecture Building, U of O ...................... 1,250

5. Repairing Dairy Manufacturing Laboratory, OSC ............................ 4,400

6. Remodeling third floor of Dairy Building, OSC ............................. 1,000

Total funds already pledged $18,742

"There remains then only $20,658 out of the $38,800 for distribution under the 1940-41 program unless the Board sees fit to add the balance of $2,162 which remains from the 1939-40 program. After a careful survey of the most urgent needs in repairs and improvements at the several institutions, Mr. Byrne, Secretary, yesterday presented to the Building Committee a list of all the projects recommended for the fiscal year 1940-41. Out of a total list submitted by the several institutions, amounting to $260,000, the following items were selected after conference with the several institutional executives and others in charge of the physical plant properties:
1. Campus landscaping completion. WPA project, Eastern Oregon College of Education. Grading and seeding of the area around the new dormitory and between the dormitory and the training school, necessary planting, a sprinkling system, and the completion of walks and roads in accordance with the campus plan $1,985

2. Campbell Hall floors and heating system, Oregon College of Education. Change from a one-pipe to a two-pipe system of radiation 2,900

3. Home Economics Building, Oregon State College. New roof on east unit including a metal covering for entrances 1,300

4. General roof repairs, University of Oregon. Includes west section of Y.M.C.A., Journalism, Music, Art and Architecture Buildings and Research House 775

5. Boiler repairs, Oregon College of Education. Temporary repairs to carry heating operation for one year 300

6. Men's Gymnasium, Oregon State College. New hot water tank for showers 1,500

7. Administration Building, Southern Oregon College of Education. Replacement of floor in tack hall and stairway 400

8. Campus landscaping plan, Oregon College of Education. Employment of a landscape architect to make a long time plan for the location of roads, walks, utilities, and including land acquisition and location of future buildings 300

9. Outpatient Clinic Building, Medical School. Ventilation for Physiotherapy room 400
10. Education Building, Oregon State College. Paving the area around the building. $500

11. Physical Education Building, Southern Oregon College of Education. To provide expansion of the Chemistry laboratory, an additional activity room for men, added showers for men, an issue room for women's physical education, and a corrective room for women. WPA funds will supply labor. $1,000

12. Extension Building, University of Oregon. Remodeling the first floor for a radio studio. $2,000

13. Lighting improvements, Oregon State College. Installing new lighting fixtures in the Forestry and Agricultural Buildings, and experimental installation of fixtures in one room of Apperson Hall. $700

14. Physical Education Building, Oregon College of Education. Repairs to the roof to correct a situation which has done damage to interior walls. $100

15. Campus plan, Eastern Oregon College of Education. Master plan for campus under Professor Cuthbert. $150

16. Willard Hall, University of Oregon. Replacement of fixtures and improvement in drainage for women's rest room. $500

17. Food Industries Building, Oregon State College. Relocating and improving rest room. $325

18. Elevator repairs and pump replacement, Medical School. Replacement of worn-out pump in Doernbecher Hospital, and the replacement of nine door locks on elevator doors in the Clinic Building. $375
   Oregon College of Education.
   Finishing large basement room and
   building a demonstration table . . . . $675

    Repairing the Doernbecher Hospital
    roof . . . . . . . . . . . . . . . . . . . . . . . . $100

21. McClure Hall and Journalism Building.
    University of Oregon. Provision for
    women's rest rooms and an additional
    fixture in men's rest room . . . . . 1,500

22. Pharmacy Building. Oregon State
    College. Installing of hood and
    completion of laboratory table . . . . 600

    Replacement of lead pipe . . . . . 1,500

    College. Installation of 220-volt
    lines . . . . . . . . . . . . . . . . . . . . . . . . 720

25. Replacement of window shades. Medical
    School. Continuation of replacement
    project of window shades in Medical
    Science Building and Outpatient Clinic 500

26. Food Industries Building. Oregon
    State College. Remodeling to provide
    additional laboratory . . . . . . . . . . . . . . . . 1,400

TOTAL . . . . . . . . . . . . . . . . . . . . . . . . $22,505

"I wish to call your attention to, and quote directly
from Dr. Byrne's report to the Building Committee:

'At this time I feel it my duty to call the attention
of the Chancellor and the Building Committee
to the great list of incomplete items totaling
approximately $260,370. Some of these items, such
as the $23,000 for the Heating Plant improvements
at the Oregon College of Education, are imperative.
Many of the items have been carried on our emergency
list for four years.'

"The Building Committee carefully reviewed the report
of Dr. Byrne and Mr. Traver and makes the following
recommendations:
1. That the Board approve the items set forth above, 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. Trever. 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.

2. That institutions in carrying out these projects shall perform only that work authorized by Mr. Trever in a particular item.

3. That the saving of $2,162.52 from the 1939-40 reserve be added to the $28,800 reserve for 1940-41 in order to cover all the items listed above.

4. That the $922.51 saving from the 1938-39 program revert to the Board's unappropriated fund."

The Board voted to approve the report of the Building Committee regarding the building repairs and improvement program for 1940-41.

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

"The Chancellor presented to the Committee a proposal by the State College officials to file an application with the Works Progress Administration for an additional unit to the Armory to house government-owned equipment. At the present time much of this government-owned equipment is stored in ill adapted quarters and under conditions of extreme fire hazard.

The total cost of erecting a suitable building is estimated at $40,000, with approximately $10,000 contributed by the institution in the form of materials and services. The Building Committee has recognized the inadequacy of the facilities and is aware of the fire hazard involved. It is therefore recommending to the Board that State College officials be authorized to file the application for the project, with the understanding that when and if the project is approved, final consideration will be given to the appropriation of funds for the Board's contribution."
The Board authorized State College officials to file an application with the Works Progress Administration for an additional unit to the Armory to house government-owned equipment with the understanding that if and when the project is approved final consideration will be given to the appropriation of funds for the Board’s contribution.

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

"At the last meeting, the matter of carrying insurance on the military equipment owned by the federal government and utilized in the military training courses at the State College and University, was given consideration by the Board and referred to the Chancellor and his staff for report at the June meeting. Comptroller Bork submitted estimates on the cost of insurance. The total annual premium charges to insure all the property would be approximately $750. On the property stored in those buildings where extreme fire hazards exist, the annual premium cost would be approximately $300. To insure the equipment stored in the Armory on which there has been no complaint from the standpoint of fire hazard by the federal government, the additional annual premium would be approximately $450.

"The Insurance Committee is recommending that coverage be secured immediately on all military equipment owned by the federal government at the University and the State College, except the equipment now stored in the Armory, and that the coverage be increased whenever additional equipment is stored outside of the Armory at the State College.

"In order to secure the benefit of lower premium rates, it will be necessary to correct chimney deficiencies in some of the structures at the State College. The cost of these improvements is estimated at $50. The Committee also recommends that an appropriation of this amount be made to rebuild the defective chimneys at the State College."

The Board authorized the securing of fire insurance on all military equipment owned by the federal government at the University and the State College, except the equipment stored in the Armory at Corvallis, and directed that such coverage be increased whenever additional equipment is stored outside of the Armory at the State College. The Board also appropriated $50 to rebuild the defective chimneys at the State College.
Mr. Smith continued the report of the Insurance Committee as follows:

"Because of serious illness, Professor H. C. Howe of the English Department at the University has asked for immediate retirement. Request was made that the accumulations built up by Professor Howe under the Carnegie retirement program, which are on deposit in the bank at Eugene, be made available immediately to the Teachers Insurance and Annuity Association so that Professor Howe's retirement compensation will go into effect as of June 8, 1940. The Insurance Committee concurs in this recommendation of President Erb and the Chancellor."

The Board voted to approve the immediate retirement of Professor H. C. Howe on the basis recommended by the Insurance Committee.

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

"The Finance Committee met this morning, with Mr. Smith acting as chairman in the absence of Mr. Sammons.

"For a number of years funds have been received from the Washington Fruit Growers' Association, through the Apple Commission, for the financing of a nutritional research laboratory in the Medical School under the direction of Dr. Ira A. Manville. Recently the Fruit Growers' Association has notified the Medical School that it is discontinuing this subsidy for research. A number of individuals and organizations in the state have petitioned the Board to continue the research work. While members of the Finance Committee and other Board members are cognizant of the value of the work, the limited funds and the pressing needs due to increased enrollment make it impossible for the Board to completely finance the research laboratory, which Dean Dillehunt estimates would require a budget of $8,500. After careful consideration of all factors involved and weighing values, the Finance Committee is recommending to the Board that a reserve of $2,000 be set up with the understanding that it will be available to carry on the nutritional research laboratory if and when fruit and nut growers of the state and region, either as individuals or organizations, raise and deposit the remaining $6,500."
The Board voted to approve the recommendation of the Finance Committee that $2,000 be made available to carry on the nutritional research laboratory at the Medical School if and when fruit and nut growers of the state and region raise and deposit the remaining $6,500.

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

"President Maaske of Eastern Oregon College of Education, with the approval of the Chancellor, presented a request for an appropriation of $555 to cover overdrafts in the water, janitorial, Registrar's Office and General Instruction accounts at that institution, these overdrafts resulting largely from the increased enrollment. The Finance Committee is recommending an appropriation in this amount on a non-recurring basis."

The Board approved a non-recurring budget addition of $555 to care for emergency needs at the Eastern Oregon College of Education to June 30, 1940.

The report of the Finance Committee was continued as follows:

"At the request of military authorities, College officials have presented a recommendation for an appropriation to employ a full-time night watchman at a salary rate of $106 per month to patrol the military facilities on the campus. The Finance Committee is recommending that the Chancellor be authorized to work out a program with College officials for the safeguarding of these properties, at a sum not to exceed $1,272, with the night watchman to be employed for the duration of the present emergency. It is understood that the College physical plant budget will care for the expense of a night watchman up to July 1 and will also provide the necessary services in reconditioning or installing doors, locks and safety appliances suggested by the military authorities."

The Board voted to approve the recommendation of the Finance Committee regarding provision for emergency night watch service at the State College to patrol the military facilities.
RESOLUTION
AUTHORIZING
OSC ATHLETIC
BOARD TO
BORROW FUNDS
FROM COR-
VALLIS BANKS

Mr. Sammons continued the report of the Finance Com-
mittee as follows:

"In order to finance the Intercollegiate Athletic
Board program at the State College prior to the re-
cipt of the income from football during the fall
season, it will be necessary for the Intercollegiate
Athletic Board to borrow from local banks the sum
of $17,500. This amount is a considerable reduction
compared with the funds required last year. The
banks asked that the State Board of Higher Education
pass a resolution giving the Intercollegiate Athletic
Board the exclusive right and franchise to use the
athletic facilities and equipment on the campus of
the State College for carrying out its Inter-
collegiate Athletic program, and that the Board
give its approval for the borrowing of the money,
with no financial obligation on the part of the
Board. The Finance Committee is recommending the
adoption of the following resolution:

WHEREAS, the program of Intercollegiate Athletics
at Oregon State College is administered and con-
trolled by the Intercollegiate Athletic Board of
the Oregon State College, an Oregon corporation,
and

WHEREAS, in order to carry on the Intercollegiate
Athletic program at Oregon State College it is
necessary for said Corporation from time to time
to borrow money, and

WHEREAS, said Corporation has negotiated with the
First National Bank of Corvallis, Oregon and the
Benton County State Bank of Corvallis, Oregon, to
secure a loan in the principal sum of $17,500
and has pledged as security for the repayment of
said loan its rights under contracts for athletic
contests during the 1940-41 school year, its
rights in and to the proceeds of Associated Oil
Company broadcasting contract and its share of
the student fees, whether optional or otherwise,
upon certain terms and conditions of which the
following are several, to-wit:

First: That the Oregon State Board of Higher
Education grant to the Intercollegiate Athletic
Board of the Oregon State College the exclusive
right and franchise to use the athletic facilities
and equipment of the Board on the Oregon State
College campus for carrying out its Intercollegiate Athletic program and that said Corporation be designated and recognized by the Oregon State Board of Higher Education as the sole organization on the Oregon State College campus having the control and administration of the Intercollegiate Athletic program, such franchise and recognition to be and remain in full force and effect so long as any moneys shall remain due on said proposed obligations to said Banks.

Second: The Oregon State Board of Higher Education claims to hold an obligation of the Associated Students of Oregon State College and/or the Intercollegiate Athletic Board of Control in the amount of some $36,000. If said loan be made to said Intercollegiate Athletic Board that the Oregon State Board of Higher Education recognize the priority of the obligation of said Athletic Board to said Banks to said claim of the Oregon State Board of Higher Education and that said Board particularly agrees to subordinate any claim which it may have against said Intercollegiate Athletic Board or the Associated Students of Oregon State College to the claim of said Banks.

Third: That the Oregon State Board of Higher Education ratify and approve the borrowing of said money from said Banks and the pledging of the assets of the Intercollegiate Athletic Board as above set forth.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE OREGON STATE BOARD OF HIGHER EDUCATION:

First: That the Oregon State Board of Higher Education ratify and approve the borrowing of the sum of $17,500 by said Intercollegiate Athletic Board of the Oregon State College from the First National Bank of Corvallis, Oregon and the Benton County State Bank of Corvallis, Oregon and the pledging by said Corporation of all receipts from athletic contests participated in by teams representing the Oregon State College during the 1940-41 school year, its rights in and to the proceeds of the Associated Oil Company broadcasting contract and its share of the student fees, whether optional or otherwise; provided that the Oregon State Board of Higher Education shall by reason of such ratification and approval assume no responsibility for
any acts of or activities of said Athletic Board and particularly shall assume no responsibility for the repayment of said loan.

Second: That the Oregon State Board of Higher Education grant to said Intercollegiate Athletic Board of the Oregon State College the exclusive right and franchise to use the athletic facilities and equipment of the Board on the Oregon State College campus for carrying out its Intercollegiate Athletic program and that said Intercollegiate Athletic Board shall be and is hereby designated and recognized by the Oregon State Board of Higher Education as the sole organization on the Oregon State College campus having the control and administration of the Intercollegiate Athletic program, and that such exclusive franchise and recognition shall be and remain in full force and effect so long as any moneys shall remain due on said proposed obligations to said Banks.

Third: That the Oregon State Board of Higher Education subordinate any claim which it may have against the Associated Students of the Oregon State College and/or the Intercollegiate Athletic Board of Control to the claims of said banks under and by virtue of said proposed loans to said Intercollegiate Athletic Board."

The Board voted to approve the resolution recommended by the Finance Committee, authorizing the State College Intercollegiate Athletic Board to borrow money from Corvallis banks to carry out its program pending the receipt of the fall income, with the understanding that there is no financial obligation on the part of the Board of Higher Education.

The report of the Finance Committee was continued as follows:

"With the change in administration at Oregon State College scheduled for July 1, certain remodelling and equipment for the president's residence are required. The Chancellor presented to the Finance Committee a request for authorization to expend up to $1,500 for the necessary remodelling and equipment, with the understanding that a report on the details will be brought to the Finance Committee and the Board at a later date. The Finance Committee is recommend ing that the Chancellor be authorized to work out such a program, up to $1,500."
The Board authorized the Chancellor to proceed with a program of remodeling and equipment for the president's residence at the State College, and appropriated $1,500 for this purpose, with the understanding that a detailed report will be made to the Finance Committee and the Board at a later date.

**NUTRITIONAL RESEARCH AT MEDICAL SCHOOL**

Mr. Marks reported that a communication had been received from the Oregon Department of the Farmer's Educational and Co-operative Union of America, urging the continuation of the work in nutritional research at the Medical School. Mr. Marks indicated that similar communications had been received from Mr. Godfrey E. Wettstein of Portland and from the Cove Orchard Grange.

**GOVERNOR'S REQUEST FOR CAREFUL DRIVING**

Mr. Marks reported that Governor Sprague had sent a request to all state departments urging drivers of state-owned automobiles to use the utmost caution. Mr. Marks indicated that the Secretary had sent a copy of the Governor's request to the executive head of each institution who was asked to call the matter to the attention of all staff members operating state-owned automobiles.

**MCDONALD ESTATE MORTGAGE RELEASE OF TRACT OF TIMBERLAND**

As provided in the mortgage on timber land held by the University of California and Oregon State College under the McDonald bequest, the Coos Bay Logging Company, the mortgagor, may request release of any 40-acre parcel of land upon the payment of $1.50 per thousand feet of timber. The county cruise map on Lot 3 of Section 19 of this property, for which the Coos Bay Logging Company is requesting release, shows a stand of 254,500 feet of timber. The company indicated their desire to secure releases on other parcels in the near future. The Board voted to release to the Coos Bay Logging Company the 40-acre tract contained in Lot 3, Section 19, after the deposit of $3,617.50, with the understanding that the proportionate amount of unpaid interest on this tract will be paid in addition to the release price; that any other forty-acre parcel may be released in the future upon payment of the required amount; and that the proper officers of the Board be authorized to execute the necessary documents.

**MRS. YOUNG COMMUNICATION**

Secretary Byrne read a communication from Mrs. Olive Young of Eugene, urging the return to the University of work in science.
Mr. Byrne reported the receipt of a letter from Mr. Eccles, requesting the cooperation of the Board of Higher Education in a proposed program of public works planning for the State of Oregon.

The Chancellor indicated that Mr. Eccles and two planning experts had called upon him to explain the program. The Board voted to direct the Chancellor and the Secretary to take whatever steps are necessary in cooperating with the State Budget Department in this program.

The Chancellor presented for the information of Board members a report on the curriculum survey made by the Interinstitutional Advisory Curriculum Committee. (A copy of this report is on file in the Board's office). He indicated that a substantial number of courses had been eliminated as a result of a study of "dead timber" courses and that further savings could undoubtedly be effected by study and elimination of obsolete courses. He stated that, with the approval of the Board, he intended to continue this study of curricular offerings. The Board approved the report of the Chancellor on the curriculum survey.

The Chancellor indicated that he had authorized the utilization of $235 of the $500 previously approved by the Board for the purpose of inaugurating a patent procedure plan for the System. This amount is to be used for attorney's fees in connection with formalities in securing a patent on a discovery of Messrs. Callaway, Jones, Mote and Rosenstiel.

The Chancellor recommended that pending the formulation of a permanent policy on patenting procedures, it be the understanding that any net avails from royalties resulting from commercial development of this discovery be applied first to the repayment of patent costs advanced by the System, and that the remaining income be divided equally between the inventors and the State System of Higher Education. The Board voted to adopt this policy recommended by the Chancellor until such time as a permanent plan on patent procedures is developed.

The Chancellor reported that an arrangement has been worked out with the State Highway Commission by the State College Radio Hour Committee whereby the State Highway Commission will use the one-hour program time allotted to the State College for a highway program.
each day, except Sunday, from June 10 to September 10. In the agreement, the Highway Commission proposes to contribute not to exceed $1,800 for the three-month period to employ the necessary program director, announcers, script writers, stenographers, etc., to conduct the program. The Chancellor indicated that in order to get the program under way by June 10 he had approved the agreement and authorized the Secretary and Comptroller to sign the necessary documents. The Board approved the arrangements indicated by the Chancellor for the cooperation of the State Highway Commission with the Board in the use of KOAC.

CIVILIAN PILOT TRAINING

The Chancellor reported that the Civil Aeronautics Authority had requested the continuation of the civilian pilot training courses given during 1939-40, in a condensed and intensified way during the summer months. The Board authorized the continuation of civil pilot training courses at Oregon State College, the University of Oregon, Southern Oregon College of Education and the Eastern Oregon College of Education during the summer period, with the understanding that the usual credit will be allowed and that there will be no additional cost to the Board.

NATIONAL DEFENSE PROGRAM

The Board unanimously adopted a policy of complete cooperation with the state and national governments in promoting and developing a program of national defense, with the understanding that the technical facilities of all the institutions shall be made available to this end and that staff members shall be allowed leaves of absence wherever desired in order to take advantage of military training periods. The Board directed the Secretary to write the Governor indicating the Board's expressed policy on this matter.

T. P. CRAMER APPOINTMENT AS BUSINESS MANAGER

The Board voted to approve the recommendation of President Peavy and the Chancellor that Mr. Theodore P. Cramer be appointed as Business Manager of Oregon State College and Assistant Comptroller of the State System, succeeding Mr. E. M. Smith who retires to half-time service on July 1, 1940, at an annual salary of $4,000, rank of professor, yearly tenure, with the understanding that adjustments will be made within the budgets of the Business Office and the Comptroller's Office for the salaries of Mr. Smith and Mr. Cramer without additional cost to the Board.
WPA PROJECT IN MUSIC AT UNIVERSITY

The Chancellor reported that a request had been received from Mr. Frederick W. Goodrich of W.P.A. for the University of Oregon, through the School of Music, to act as sponsor for a state-wide music project, under which such events as orchestra concerts, band concerts, recitals, radio performances, etc., would be undertaken. The project totals $233,492, of which $188,300 represents the federal contribution and $44,692 the sponsor's contribution in the form of receipts, donations, and guarantees on the part of organizations desiring services through the project. After considerable discussion, the Board voted to accept sponsorship for the WPA music project through the School of Music at the University, with the definite understanding that there will be no financial obligation in any way to the University or the Board.

GIFTS

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

**University**

L. S. Cressman
 Misc. Gifts

Gift of 673 artifacts, 6 partial skeletons, soil samples and geological specimens, valued at $1,000, from Dr. L. S. Cressman and his 1939 summer field party.

Mrs. Faubion
 Books for Museum

Seventy-five books for the research library of the Museum of Natural History, valued at $250, from Mrs. Nina Lane Faubion.

W. D. Smith
 Philippine Materials

Thirty-three specimens of Philippine materials, including swords, head-axes, water jars, woven hats, etc., valued at $500, from Dr. W. D. Smith.

A. H. Ross
 Misc. Gifts

Thirteen Polynesian Skeletons, four pieces of Kauri resin, and nine corals, valued at $200, from Dr. A. H. Ross.

Carnegie Institution

Grant of $700 from the Carnegie Institution of Washington to Dr. L. S. Cressman, for his research work on "Studies in Early Man in South Central Oregon."

**Medical School**

Portland
 H. S. Student Bodies

Gift of $100 to the Doernbecher Hospital by the Inter-city Student Body Presidents' Association of Portland to be used to compensate donors of blood for transfusions for children in the Doernbecher Hospital.
Columbia Co. Inf. Par. Assoc.

Gift of $175 to the Doernbecher Hospital by the Columbia County Infantile Paralysis Association, for the benefit of children in the Doernbecher Hospital suffering from infantile paralysis.

A.M.A.
Grant to E.S. West

Gift of $250 to the Medical School from the American Medical Association, the funds to be used by Dr. E. S. West in the study of dissolution of bladder stones.

A.M.A.
Grant to R.S. Dow

Gift of $300 to the Medical School by the American Medical Association, the funds to be used by Dr. R. S. Dow in the study of the vascular pattern in lesions of multiple sclerosis.

F.E. Callister
APPOINTED TO M.U. BOARD

The Board voted to approve the reappointment of Mr. F. E. Callister as the representative of the Board of Higher Education on the Memorial Union Board of Governors for the fiscal year 1940-41.

CANDIDATES FOR DEGREES
AND DIPLOMAS APPROVED

Oregon State College
Edgar W. Smith
University of Oregon
C. A. Brand
Oregon College of Education
R. C. Groesbeck
S. Oregon College of Education
Robert W. Ruhl
E. Oregon College of Education
Mac Hoke

Signed copies of the lists of approved candidates are on file in the Board's Office.

PIONEER MOTHER STATUE ACCEPTED

On May 7, 1932, Dr. Burt Brown Barker directed a letter to the Board of Higher Education, in which he presented to the Board a bronze statue of the Pioneer Mother, given in memory of his mother, Elvira Brown Barker, a pioneer of 1847, as a memorial to the pioneer mothers of Oregon. The letter was handed to the then president of the Board, but there is no evidence that it came into the hands of the former executive secretary of the Board for presentation in an official way. The Board voted to accept formally the statue of the Pioneer Mother, and to convey to Dr. Barker appropriate acknowledgment.

FEE INCREASE AT MED. SCHOOL

The volume of clinical service and teaching at the Medical School has increased to such an extent that the staff and volunteer physicians are unable to care for all the clinical and supervisory work involved.
In order to provide an adequate staff, the Board approved an increase in the resident instruction fees for medical students from $100 to $120 per term, effective July 1, 1940, and a corresponding increase from $5.25 to $6.50 per credit hour for part-time medical students. The estimated increased income in 1940-41 from the additional fees is $14,760, to be budgeted as follows:

Dr. W. R. Todd, Assistant Professor of Biochemistry, for an increase in time devoted to instructional work. (To replace restricted funds recently withdrawn.) No increase in salary ........ $ 800

Three additional assistant professors, at an annual salary rate of $3,600 ........ 10,800

Assistant to the Superintendent of Hospitals 1,800

Wages, for instructional assistance ........ 900

Materials and expense ........ 460

$14,760

The Board voted to approve the budgeting of $1,752 of estimated increased income in Nursing Education fees during 1940-41 as follows:

Increase in summer service for Miss Elnora Thomson, Professor of Nursing Education, from one to two months and a corresponding increase in salary from $4,320 to $4,800 .... $ 480

Increase in the summer salary of Miss Ruth Wheelock, Associate Professor of Nursing Education, from $240 to $260 .......... 20

Wages for additions to instructional staff .... 1,208

Travel, for instructional staff to campuses at Eugene and Corvallis ........ 44

$1,752

At its October, 1938 and April, 1939 meetings, the Board approved the utilization of $9,388 of building fee balances of the Medical School for WPA project for campus improvements. The project has been completed at a cost exceeding by $726.24 the amount authorized from building fee balances. There are sufficient funds in the Medical School building fee account to cover the additional cost. The Board approved the utilization of $726.24 from building fee balances to apply on the WPA campus improvement project.
GYM SUIT SERVICE
FEE---ADD'L INCOME

The Gym Suit Service fees at the University have
exceeded the estimated income for 1939-40 by
$1,304.50. The Board approved the transfer of
this amount from the restricted income account to
the gym suit service operating budget to care for
additional expenses resulting from increased enroll-
ment and a rise in laundry prices.

BUDGET ADDN'S TO AVOID OVERDRAFTS AT U.O.

The Board approved the following additions to
requisition budgets to cover emergency expenditures
to June 30, 1940:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Journalism, equipment (non-recurring)</td>
<td>$110</td>
</tr>
<tr>
<td>Architecture and Allied Arts, materials,</td>
<td>400</td>
</tr>
<tr>
<td>(recurring)</td>
<td></td>
</tr>
<tr>
<td>Editor's Office, materials (non-recurring)</td>
<td>200</td>
</tr>
<tr>
<td>for the Oregon Law Review</td>
<td></td>
</tr>
</tbody>
</table>

ADDITIONAL ASSISTANCE AT OSC 1940-41

The Board approved the following additions to the staff
at the State College, necessary funds to come from the
$25,000 reserve approved at the April meeting for addi-
tional assistance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Details</th>
<th>Required in</th>
</tr>
</thead>
<tbody>
<tr>
<td>S.E. Keeton</td>
<td>Sam E. Keeton, as general assistant in the</td>
<td>1940-41</td>
</tr>
<tr>
<td></td>
<td>Library, 12-months service, yearly tenure,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>rank of instructor, effective July 1, 1940,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>at a salary of $1,500</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C.M. Elliott</td>
<td>Curtis M. Elliott, as instructor in Economics</td>
<td>1,350</td>
</tr>
<tr>
<td></td>
<td>10-months service, yearly tenure, effective</td>
<td></td>
</tr>
<tr>
<td></td>
<td>October 1, at a salary rate of $1,800</td>
<td></td>
</tr>
</tbody>
</table>

ADDITIONAL ASSISTANCE AT UNIVERSITY IN 1940-41

The Board approved the following additions to the
staff at the University, necessary funds to come
from the $25,000 reserve approved at the April meet-
ing for additional assistance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Details</th>
<th>Required in</th>
</tr>
</thead>
<tbody>
<tr>
<td>J. Sherrard</td>
<td>Jeanne Sherrard, as graduate assistant in</td>
<td>1940-41</td>
</tr>
<tr>
<td></td>
<td>Architecture and Allied Arts, 10-months</td>
<td></td>
</tr>
<tr>
<td></td>
<td>basis, yearly tenure, effective September 1</td>
<td>$ 550</td>
</tr>
<tr>
<td></td>
<td>1940</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K. Phillips</td>
<td>Kenneth E. Phillips, as graduate assistant</td>
<td></td>
</tr>
<tr>
<td></td>
<td>in History, 10-months basis, yearly tenure,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>effective September 1</td>
<td>550</td>
</tr>
<tr>
<td>Name</td>
<td>Position and Details</td>
<td></td>
</tr>
<tr>
<td>--------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>L. L. Jones</td>
<td>Dr. Lowell L. Jones, as instructor in Zoology, yearly tenure, 10-months basis, effective October 1, at a salary rate of $1,600</td>
<td></td>
</tr>
<tr>
<td>L. Koehler</td>
<td>Lloyd Koehler, as graduate assistant in the School of Business Administration, 10-months basis, yearly tenure, effective September 1</td>
<td></td>
</tr>
<tr>
<td>E. McFaddin</td>
<td>Ehrman McFaddin, as graduate assistant in the School of Business Administration, 10-months basis, yearly tenure, effective September 1</td>
<td></td>
</tr>
<tr>
<td>Dr. G. Wright</td>
<td>Reappointment of Dr. Gordon Wright as Assistant Professor of History and Social Science, yearly tenure, 10-months basis, effective October 1, at an annual salary of $2,400, funds for the appointment to be provided by $550 budgeted for a graduate assistant and $800 from the reserve for supplementary assistance</td>
<td></td>
</tr>
<tr>
<td>A. Vargas</td>
<td>Anibal Vargas, as half-time instructor in Romance Languages, 10-months basis, yearly tenure, effective October 1, at an annual salary of $900</td>
<td></td>
</tr>
<tr>
<td>L. Tyler</td>
<td>Leona Elizabeth Tyler, as instructor in Psychology, effective October 1, 10-months basis, yearly tenure, at an annual salary of $1,800</td>
<td></td>
</tr>
<tr>
<td>G. Stillwell</td>
<td>Gardiner Stillwell, as instructor in English, 10-months basis, yearly tenure, effective October 1, at an annual salary of $1,800</td>
<td></td>
</tr>
<tr>
<td>W. J. Grant</td>
<td>Wilbur Jack Grant, as graduate assistant in Journalism, 10-months basis, yearly tenure, effective September 1</td>
<td></td>
</tr>
<tr>
<td>M. Charleston</td>
<td>Mary Louise Charleston, as graduate assistant in English, 10-months basis, yearly tenure, effective September 1</td>
<td></td>
</tr>
</tbody>
</table>
At its last meeting, the Board directed the Executive Committee to act upon the request of the State College for an appropriation of $2,296 to continue efforts to protect the KOAC wave length from commercial station interference. The Executive Committee gave careful consideration to the problems in connection with the KOAC case and took the following action:

1. Approved an appropriation of $250 for expenses in connection with the application for increased power.

2. Disapproved appealing the KOY decision and expenditure of any further funds for this purpose.

3. Disapproved the expenditure of any part of the $50,000 legislative appropriation for any purpose in connection with KOAC until the conditions under which the appropriation was made have been fulfilled.

The Board voted to confirm the action of the Executive Committee on the KOAC case.

The U.S.D.A. Office of Experiment Stations has directed that the federal research funds must be deposited in a bank account separate and distinct from state and other funds. Mr. Bork discussed this matter with State Treasurer Walter Pearson, who indicated that his office had no authority to segregate moneys in the state treasury. The Board therefore voted to authorize the Treasurer of the Agricultural Experiment Station to deposit federal research funds in the Benton County State Bank and that he be empowered to obtain, deposit and release securities from the bank to protect these funds.

Included in the assets of the Eleanor Peake estate bequeathed to the Doernbecher Memorial Hospital is an agreement with Raymond G. Hall and his wife for the purchase of Lots 3 and 4 of Block 5 in Henry's Addition to East Portland, for a price of $1,500. Contractual monthly payments have been made at irregular intervals and there is a principal amount owing of $1,425.84, plus accrued interest from October 28, 1939. The Board authorized the proper officers to request the Attorney-General to take the necessary legal steps in protecting the Board's
interests, with the understanding that should an acceptable offer for settlement be received before legal proceedings are instituted, the Executive Committee shall be authorized to act in accepting or rejecting such offer.

The Board approved the following allocation of the $10,000 reserve for General Research projects and scholars, and the $4,490 carried in the regular budget for the year 1940-41:

<table>
<thead>
<tr>
<th>Name</th>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beall, C.B.</td>
<td>Franco-Italian Literary Relation</td>
<td>$600</td>
</tr>
<tr>
<td>Black, F.G.</td>
<td>Study of Epistolary Fiction</td>
<td>50</td>
</tr>
<tr>
<td>Bowen, R.P.</td>
<td>Corneille's Drama</td>
<td>40</td>
</tr>
<tr>
<td>Johnson, C.L.</td>
<td>Letters of Longfellow</td>
<td>60</td>
</tr>
<tr>
<td>Kerns, Maude</td>
<td>Experimentation with Tempera Medium</td>
<td>30</td>
</tr>
<tr>
<td>Lusky, G.F.</td>
<td>Dictionary of Hans Sachs' Works</td>
<td>170</td>
</tr>
<tr>
<td>Wright, L.O.</td>
<td>Study of Colloquial Mexican Spanish</td>
<td>600</td>
</tr>
<tr>
<td></td>
<td><strong>Medical Sciences</strong></td>
<td></td>
</tr>
<tr>
<td>David, N.A.</td>
<td>Study of Effects on Tissues of Soluble Hormones</td>
<td>257</td>
</tr>
<tr>
<td>Haney, H.F.</td>
<td>Effect of Thyroxin on Sensitivity</td>
<td>275</td>
</tr>
<tr>
<td>Youmans, W.B.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Larsell, O.</td>
<td>Studies in Cerebellum</td>
<td>275</td>
</tr>
<tr>
<td>Menne, P.R.</td>
<td>Experimental Arteriosclerosis</td>
<td>200</td>
</tr>
<tr>
<td>Osgood, E.E.</td>
<td>Chemotherapy of Infections in Marrow</td>
<td>300</td>
</tr>
<tr>
<td>Sears, H.J.</td>
<td>Antigenic Relationship between the Pathogenic and Non-pathogenic gram Negative intestinal Bacilli</td>
<td>630</td>
</tr>
<tr>
<td>West, E.S.</td>
<td>Potentiometric Determination of Carbohydrates</td>
<td>400</td>
</tr>
<tr>
<td></td>
<td><strong>Natural Sciences</strong></td>
<td></td>
</tr>
<tr>
<td>Alderman, A.L.</td>
<td>Investigations in Embryology</td>
<td>60</td>
</tr>
<tr>
<td>Brady, J.J.</td>
<td>Study of the Photoconductivity</td>
<td>450</td>
</tr>
<tr>
<td>Butts, J.S.</td>
<td>Investigations in Intermediary Metabolism</td>
<td>500</td>
</tr>
<tr>
<td>Name</td>
<td>Title</td>
<td>Page</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-----------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Caldwell, W.E.</td>
<td>Determination of Potassium and Phosphorus in Waste Sulphite</td>
<td>150</td>
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<tr>
<td>Callaway, Jones and Mote</td>
<td>Study of Chemotactic Reactions of Insects to Compounds</td>
<td>625</td>
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<tr>
<td>Christenson, B.</td>
<td>Methods to Micro-determine Organic Halogen</td>
<td>375</td>
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<tr>
<td>Detling, L.E.</td>
<td>Experimentation Taxonomy of the Oregon Lupinus</td>
<td>200</td>
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<tr>
<td>Dornfeld, E.J.</td>
<td>Cytological Studies of Rat Ovaries</td>
<td>175</td>
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<tr>
<td>Everest, F.A. and Albert, A.L.</td>
<td>Analysis of Television Signals</td>
<td>75</td>
</tr>
<tr>
<td>Ferguson, J.W.</td>
<td>Synthesis of Compounds in the study of Alcaptonuria Thiamin (Vitamin B_1)</td>
<td>250</td>
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<tr>
<td>Fincke, M.</td>
<td>Nature of the Lignin of Western Woods</td>
<td>45</td>
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<tr>
<td>Friedman, Leo</td>
<td>Thermochemistry</td>
<td>400</td>
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<tr>
<td>Gilbert, E.C.</td>
<td>Survey of Native Flora of Oregon</td>
<td>300</td>
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<tr>
<td>Gilmurry, H.</td>
<td>Studies on Natural History of Oregon Vertebrates</td>
<td>75</td>
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<tr>
<td>Gordon, K.L.</td>
<td>Post-Pleistocene Forest Succession</td>
<td>200</td>
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<tr>
<td>Hansen, H.P.</td>
<td>Geology of the Northern Cascades</td>
<td>125</td>
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<tr>
<td>Hodge, E.T.</td>
<td>Genetics and Evolution of Peromyscus</td>
<td>425</td>
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<tr>
<td>Heustis, R.R.</td>
<td>Cretaceous Invertebrates of Oregon</td>
<td>450</td>
</tr>
<tr>
<td>Packard, E.L.</td>
<td>Cretaceous Invertebrates of Oregon</td>
<td>333</td>
</tr>
<tr>
<td>Roof, J.C.</td>
<td>Thermal Reactions of Organic Mixtures in Caseous State</td>
<td>70</td>
</tr>
<tr>
<td>Sanborn, E.</td>
<td>Fossil Flora of Franklin Butte, Oregon</td>
<td>50</td>
</tr>
<tr>
<td>Sculler, H.A.</td>
<td>Studies in Tribe Cercerini</td>
<td>150</td>
</tr>
<tr>
<td>Simmons, J.E.</td>
<td>Seriological Relationships of Bacteria Causing Hight</td>
<td>125</td>
</tr>
<tr>
<td>Sipe, F.P.</td>
<td>Lichens of Western Woods</td>
<td>40</td>
</tr>
<tr>
<td>Taylor, A.</td>
<td>Physiological Relationships of Endocrine Glands</td>
<td>200</td>
</tr>
<tr>
<td>Ware, C.</td>
<td>Factors Affecting Corrosion of Anodes</td>
<td>25</td>
</tr>
<tr>
<td>West, I.E.</td>
<td>Potentiometric Titration</td>
<td>75</td>
</tr>
<tr>
<td>Wilkinson, W.</td>
<td>Petrography of Dayville Quadrangle</td>
<td>375</td>
</tr>
<tr>
<td>Wulzen, R.</td>
<td>Problems in Nutrition</td>
<td>450</td>
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<tr>
<td>Yunker, E.A.</td>
<td>Earth's Potential Gradient at Corvallis</td>
<td>200</td>
</tr>
</tbody>
</table>
Social Science Division

Barnett, H.G.  Investigation into Processes Involving in Cultural Changes  200
Cressman, L.S.  Early Man in Central Oregon  400
Crosland, H.R.  Letter Position Effect of Letters  175
Ganoe, J.T.  Recent Constitutional History of the U.S.  600
Howard, C.G.  Annotation of Law of Contract  100
Kolshorn A.  Information for Consumer Buyers  85
Maccoby, N.  Study of Pupillary Conditioning  300
Moore, A.R.  Biopsychology  650
O'Connell, K.J.  Annotation of Law of Trusts  125
Sheldon, H.G.  History of Political Liberalism  100
Sheldon, H.G.  History of Education in Oregon  250
Stovall, J.C.  Paleo-geographic Study of Lake County, Oregon  50
Wheeler, B.O.  Economic Costs of Grand Coulee Project  75

Total for all divisions $14,070
Secretarial Assistance  420
$14,490

WILLIAMS ESTATE RECEIPT AND RELEASE AUTHORIZED

Under the will of the late Mildred A. Williams, a legacy of $250,000 was made to the University of Oregon. A receipt and release form was received from the Executors, Thomas R. Williams and the Guaranty Trust Company of New York, to be signed by the proper University official. In order to secure the income benefits from the large fund immediately, the Executive Committee authorized President Erb to sign the receipt and release on behalf of the University. The Board voted to confirm this action of the Executive Committee.

MEDICAL SCHOOL COMMENCEMENT—BUDGET ADDITION

The Board approved a non-recurring budget addition of $135 to the Commencement and Convocations account to cover expenses incident to holding the commencement exercises on the Medical School campus instead of at the University.

PERSONNEL

The Board approved the following personnel adjustments: the University:
Increase in time for Mr. Edgar E. DeCou, Professor of Mathematics, from .21 to .32 and corresponding increase in salary from $735.96 to $1,323. Professor DeCou's time and salary for 1940-41 were automatically decreased as a result of the Board action at the last meeting establishing time and salary bases for staff at the age of retirement.

Sabbatical leave on one-half salary for Russell K. Cutler, Assistant Professor of Physical Education, from October 1, 1940 to September 30, 1941, for the purpose of advanced study toward the doctorate degree, and the appointment of Ned B. Johns as Assistant Professor of Physical Education, yearly tenure, 10-months basis, at a salary rate of $2,200. Mr. Johns' salary will be provided by the unused portion of Mr. Cutler's salary, $975, and savings resulting from the temporary elimination of one graduate and one student assistantship, totaling $675, making available $1,650 required for Mr. Johns' salary in 1940-41.

Appointment of Dr. Calvin Crumbaker, Professor of Economics, as Acting Dean of the College of Social Science and Acting Head of the Department of Economics, during the sabbatical leave of Dr. James H. Gilbert, from August to December 31, 1940. No change in salary.

Sabbatical leave on half pay from October 1, 1940 to September 30, 1941, for Dr. L. S. Cressman, Professor and Head of the Department of Anthropology, to accept a fellowship with the John Simon Guggenheim Memorial Foundation which will enable him to spend a year in the study of the relation of the early cultures of south central Oregon to those of the Southwest.

Appointment of Robert F. Heizer as instructor in Anthropology, effective October 1, 1940, to replace Dr. Cressman during his sabbatical leave, at a salary rate of $1,800, 10-months basis, one-year tenure. Funds for his salary will be provided from savings in Dr. Cressman's salary.

Sabbatical leave on full pay for Nowland E. Zane, Associate Professor of Space Arts, during the fall term of 1940-41, 10-months basis, indefinite tenure, at a salary rate of $3,152.88, to complete a text on advanced appreciation. Arrangements have been made within the department to care for Mr. Zane's work without additional cost to the Board.
Assignment of Major Charles E. Knickerbocker to the Military Department, with rank of Assistant Professor, 12-months basis, effective May 15, 1940. His entire salary will be paid by the federal government.

Sabbatical leave on half pay for Dr. John T. Gance, Associate Professor of History, from October 1, 1940 to September 30, 1941, for the purpose of research on the constitutional history of the United States. Arrangements have been made to care for Dr. Gance's work without additional cost to the Board.

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

Sabbatical leave on half pay for Miss Lucy A. Case, Extension Specialist in Nutrition, from July 1, 1940 to June 30, 1941, to take advanced work and to study and observe extension work at various institutions; and the transfer of Mrs. Mabel C. Mack, Home Demonstration Agent in Jackson County, to the position of Acting Specialist in Nutrition during the sabbatical leave of Miss Case, without change in salary, rank or tenure. The salary saving in Miss Case's position during 1940-41 is to be transferred to the Director's Reserve, pending the recommendation for the successor to Mrs. Mack as Home Demonstration Agent in Jackson County.

Resignation of Miss Helen Ann Thomas as Home Demonstration Agent in Clackamas County, effective July 31, 1940, 12-months basis, yearly tenure, salary rate, $2,304; and the appointment of Miss M. Irene Leach to replace Miss Thomas, effective September 16, 1940, with rank of Assistant Professor, yearly tenure, 12-months basis, at a salary rate of $2,400. Salary savings of $212 in restricted funds due to delayed appointment to be transferred to the Director's Reserve.

The Board approved the promotion of Dr. William Miles Wilson, Clinical Associate in the Department of Gynecology and Obstetrics at the Medical School, to the status of Clinical Assistant Professor in that department.

The Board approved the following personnel adjustments at the Oregon College of Education:
Helen Anderson
Leave of Absence
Leave of Absence without pay for Miss Helen C. Anderson, Assistant Professor of English and Dean of Women, from July 1, 1940 to the fall term, 1941. Salary saving $3,200

Withdrawal of the state's contribution to the salary of one teacher in the Rickreall Training School. Salary saving $900

The Board approved the utilization of these salary savings as follows:

F.K. Black
Appointment
Appointment of Mrs. Faith Kimball Black, Executive Secretary, as Acting Dean of Women and Executive Secretary, effective July 1, 1940, 12-months basis, indefinite tenure, and increase in salary from $2,360 to $2,800 $440

D.E. Dewey
Appointment
Designation of Mr. Delmer R. Dewey, Assistant Professor of Social Science, as Dean of Men, with increased responsibilities to be carried in addition to his teaching assignments, effective July 1, 1940, 12-months basis, indefinite tenure, and an increase in salary from $2,800 to $3,000 200

Creation of new Position
Creation of the position of Head of the Department of Education and Psychology, at a salary rate of $3,600, 12-months basis, yearly tenure, utilizing funds now budgeted in Psychology, plus $300, the new position to be created October 1, and the appointment recommended at a later date 300

Cecilia Brennan
Increased Duties
Increase in responsibilities of Miss Cecilia Brennan, placement secretary, to include the direction of publicity service, 12-months basis, monthly tenure, and an increase in salary from $1,500 to $1,800, effective July 1, 1940 300

Secretary to replace Mrs. Black, effective July 1, 1940, 12-months basis, yearly tenure, at an annual salary of $1,600 1,600

Clerical assistance for the principals of the training schools at Monmouth and Independence 1,060

General Research for Colleges of Education 200

$4,100
The Board approved salary increases for the following staff members who are employed jointly by the Intercollegiate Athletic Board and the Department of Physical Education at the State College:

- A. T. Gill, instructor, from $4,200 to $4,620.
- William McKalip, instructor, from $2,400 to $2,640.
- Hal Moe, instructor, from $2,700 to $2,820.
- J. V. Dixon, Assistant Professor, from $3,000 to $3,120.

Funds for these increases will be provided entirely by the Intercollegiate Athletic Board.

The Board adjourned at 4:00 p.m.

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