STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
OREGON COLLEGE OF EDUCATION
MONMOUTH, OREGON
January 28, 1941

MEETING #109
A regular meeting of the State Board of Higher Education
of the State of Oregon was held on the campus of the
Oregon College of Education, Monmouth, at 1:40 p.m., on
January 28, 1941.

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  Beatrice Walton Sackett
Mac Hoke  Edgar W. Smith


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

Mr. Marks reported that both Mr. Ruhl and Mr. Sammons
were in the East on business and that Mr. Groesbeck had
written the Secretary that he could not attend the meet-
ing.

MINUTES
APPROVED

The Board voted to dispense with the reading of the
minutes of the last regular meeting held on December
10, 1940, and approved the minutes of this meeting as
they appeared in the docket.

SALE OF
PORTION OF
HALL RANCH
TO HIGHWAY
COMMISSION

Mr. F. E. Callister, Chairman of the Committee on Build-
ings, Grounds and Capital Outlay, presented the following
report:

"The State Highway Commission desires to purchase 6.74
acres of land in the Hall Ranch acreage in Union County
to be used as a gravel pit, and has made an offer of
$10 an acre plus fencing costs. Superintendent Richards
reports that the sale of the tract will not interfere
with the Experiment Station program and recommends the sale. The Building Committee concurs in this recommendation with authorization for the officers of the Board to sign the necessary documents."

The Board voted to approve the recommendation of the Building Committee regarding the sale of 6.74 acres of the Hall Ranch to the Highway Commission.

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

"President Howard presented detailed plans for the campus at the Oregon College of Education, showing the present layout and projecting future expansion. The plans had been prepared by Professor Dorr Legg after study and consultation with President Howard and his staff. The Building Committee approved the plans as presented, and is recommending them to the Board for adoption, with the understanding that consideration of changes in these plans will be given as the need arises."

The Board voted to approve the plans for the campus at the Oregon College of Education, with the understanding that consideration of changes in these plans will be given as the need arises.

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

"Comptroller Bork reported that several legal questions had arisen in connection with the authority of the Board to invest endowment funds, and that to clarify the situation, the Attorney-General had been requested for an opinion as to whether the Board had authority to invest moneys received from gifts, endowments, etc. The tentative opinion of the Attorney-General is that the Board has general authority to invest the endowment funds of the several institutions but lacks specific authority to invest in its own building bonds and in real estate.

"The Finance Committee is recommending that the Board request the Attorney-General to draw up a bill amending existing statutes to allow the State Board of Higher Education to invest endowment funds in the special obligation bonds of the State of Oregon and in real estate, and that appropriate steps be taken to have such a bill introduced in the Legislature."
The Board voted to approve the recommendation of the Finance Committee that appropriate steps be taken to secure legislation authorizing the Board to invest its endowment funds in real estate and in the special obligation bonds of the State of Oregon.

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

"Comptroller Bork reported that the Corvallis Lumber Company had agreed to renew its contract for the State College supply of hogged fuel at a price of $2.15 per unit instead of the former price of $2.25 per unit. The Finance Committee is recommending that the proper officers be authorized to negotiate a contract on this basis for a three-year period with the privilege of extension for an additional two years. It was recommended also that the company provide a $5,000 bond to replace the $1,000 bond now in effect."

The Board voted to approve the execution of a contract with the Corvallis Lumber Company for the State College supply of hogged fuel on the basis recommended.

The report of the Finance Committee was continued as follows:

"The Chancellor presented with his recommendation of approval the following three emergency budget additions at the State College:

For substitute assistance due to illness on the staff of the Housing and Employment Service . . . $151.40

To purchase office equipment for the Housing and Employment Service from the Y.M.C.A. . . . 100.00

For replacing a small steam boiler in the Veterinary Clinic . . . . . . . . . . . . . . . . . . . . . . . 150.00

$401.40

"The Finance Committee so recommended to the Board."

The Board approved the emergency budget additions at the State College as recommended by the Finance Committee.

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

"The Chancellor presented an offer which had been received by the College officials for the acquisition of the Braly
ornithological collection. Mr. Braly proposes to turn his valuable materials over to the State College with the understanding that he will be employed as a collector at a rate of $1,000 a year until he has received $15,000. He also offers to will to the State College his estate estimated at $100,000. The Chancellor recommended this collection very highly but requested authority to have specialists in this field appraise the collection and members of his staff to inspect the properties. The Committee concurs in this recommendation with a report to be made at the next meeting."

The Board approved the recommendation of the Finance Committee relative to the Braly Ornithological collection.

KOAC SURVEY

The report of the Finance Committee was continued as follows:

"At the October 22 meeting of the Board, the Chancellor was directed to study the entire management of Radio Station KOAC and its program service, and to bring in a report for the consideration of the Board. The Chancellor presented the following report:

'A radio station such as KOAC may be of great worth if it is administered so as to produce a widespread service to the people of the state. It is peculiarly advantageous when operated by a system of educational institutions as one of the means whereby the major purpose of education in improving the human stock and enhancing production may be more effectively realized.

'Our station has the advantage of being owned by the state and operated by the state's principal educational arm, the State System of Higher Education. Its objectives, then, should be the realization of a program of the widest possible service to the people of Oregon in their effort to attain a high level of culture and more fully realize the values of the great natural wealth of the state.

'Such a program of service should be thought of as classified under four specialized types of endeavor:

1. A program especially adapted to the needs of the 65,000 farm families of the State of Oregon, and managed as an integral part of the centrally administered operations of the station.
2. A "School of the Air" for purposes of dissemination of both general and specialized information arising from the many fields represented in the institutions of the System and of cultural and intellectual value to many classes of people in all parts of the state.

3. Specific provision for service to the institutions of the System for the realization of their objectives through programs assigned at designated hours for each institution. These programs should present the institutions in the proper light to the people of Oregon and elsewhere, should originate in the appropriate department of each institution, and should assist materially in the effort of each institution to attain its specific objectives.

4. An organized plan for participation by all departments of state government in the use of the station, in accord with the policy of bringing the state government as close to the people of the state as possible, and maintaining a fully informed public opinion on the problems of the several departments.

"My specific recommendations arising from careful study are as follows:

1. That an advisory council on radio policy and management be established by the State Board of Higher Education as follows:

   Chairman:
   Dean-Director of General Extension

   Members:
   President of Oregon State College
   Head of Department of Electrical Engineering
   Director of Federal Cooperative Extension
   President of the University
   Dean of the School of Music
   Director of Speech Division
   Director of Elementary Education
   Executive Secretary of the Medical School

with the understanding that this council will meet four times a year on the occasion of the meeting of the State Board of Higher Education
in March, July, September and December. Problems arising in the administration of the station would be submitted by members of the council, by the Dean-Director of General Extension, by the Chancellor's Office, or by any other authority of the System concerned in the administration of this council. Executive authority would reside in the office of the Dean-Director of General Extension, with the approval of the Chancellor and the Board.

2. That a director of the highest qualifications possible within the limitations of the funds available, about $3,000, be employed as the director of the station after a careful canvass of the available nominees by the Dean-Director of General Extension in consultation with the Chancellor. Such director should be as free as possible from any of the controversial restrictions and traditions that have heretofore handicapped the administration of this station.

3. That plans be made for the participation of the several institutions of the System in the program of the station, and that a study be made of the necessary provisions in the budget of each institution for this purpose.

4. That the Dean-Director of Extension prepare for the Chancellor and the Board a specific review of the budget of the station with all possible savings, with a view to making the station as economic and yet as efficient as possible, this report to be submitted at the March meeting.

5. That the general principle of participation by the several state departments be approved, and that arrangements be made for such participation upon specific recommendation from the Dean and the Chancellor to the Board, when all preliminary plans have been considered. It is understood that no final commitments are to be made until the Board has approved.
6. That the licensee of the station be the State System of Higher Education after the present case with the Federal Communications Commission has been completed, and in no case later than June 30, 1942. It is understood that the State College shall continue to be the institution responsible for the management of the physical plant of the station through the Engineering Department of that institution.

"The Chancellor stated that upon request of State College officials he was requesting that action on Item 6 be deferred pending further consideration. With this amendment, the Finance Committee is recommending for approval of the Board the recommendations of the Chancellor on Radio Station KOAC."

The Board voted to approve the recommendations of the Finance Committee regarding KOAC.

Mr. Marks reported that on January 24, 1941, Mr. Smith, Mr. Hoke, the President of the Board, and representatives of the Chancellor's Office had appeared in Salem before the sub-committee on higher education of the Ways and Means Committee of the Senate and the House. Needs for the ensuing biennium were presented to the sub-committee, and information requested on various phases of the budget was supplied.

Mr. Marks reported the receipt of a communication from James Howard Land, a patient in the Multnomah County Hospital, urging support for the work of Dr. Ira A. Manville at the Medical School. The Chancellor indicated that he had received a similar letter and had replied to the effect that the Board had made an appropriation for the continuation of Dr. Manville's work, contingent upon receipt of a matching contribution by organizations which had formerly cooperated, but that such support had not yet been forthcoming.

Mr. Marks indicated that he had received a letter from Mrs. Clinton McGill expressing concern over the crowded condition in the women's dormitory at the University. President Erb reported that crowded conditions existed only where the girls had requested permission and had received parental approval to remain in the dormitories, and that adequate provision had been made by the housing officials to care for the situation where the girls were willing to withdraw from the dormitory.

Secretary Byrne read resolutions received from the Oregon State Horticultural Society expressing appreciation for assistance given in the pear psylla problem.
DEPT. OF AGRIC. COMMUNICATION

Secretary Byrne reported the receipt of a communication from A. W. Metzger, Chief of the Division of Foods and Dairies of the State of Oregon Department of Agriculture, expressing appreciation for the cooperation of the Board in making improvements in the Oregon State College Dairy laboratory.

Dr. Byrne indicated that he had received a letter from Mr. Groesbeck, regretting his inability to be in attendance at the meetings and submitting two resolutions for consideration by the Board.

Dr. Byrne read the following resolution, as prepared by Mr. Groesbeck:

"Resolved, that the Board hereby adopts the following policy relative to the granting of honorary degrees in any unit of the System, to-wit, that the granting of honorary degrees be disapproved and discouraged as a practice; that, in the event the head of any unit shall desire to nominate a person for such honor, he shall file such nomination with the Board not later than March 1, preceding the commencement at which such honor is proposed to be conferred. Such nomination shall be accompanied by detailed information as to the honoree and the reasons why such honor should be conferred. For confirmation, such nomination must have the approval of at least six members of the Board."

Members of the Board agreed that considerable restraint should be exercised in the awarding of honorary degrees but felt that the practice should not be disapproved entirely as contemplated in the resolution. The Board, therefore, voted to amend the resolution to delete the portion, "that the granting of honorary degrees be disapproved and discouraged as a practice".

The resolution, as amended, was approved unanimously.

Secretary Byrne read the following resolution as prepared by Mr. Groesbeck:

"Resolved, that the relation of the Medical School as a school or department of the University of Oregon be, and is hereby confirmed; that all degrees granted graduates of the Medical School be issued by the University; that in all catalogs and printed matter concerning the Medical School, its said relationship to the University shall be made clear; that in all details of administration, the Medical School shall be considered as a department of the University."
The Board voted to refer the resolution on Medical School relationships to the Chancellor for further study and report back to the Board at the March meeting.

The Chancellor reported that the Standard Oil Company of California had made a grant of $300 to the State College for the establishment of three $100 scholarships in the School of Agriculture for the year 1941-42 to be known as the "Standard Oil Company of California Scholarships" and to be awarded to high school graduates desiring to enter Oregon State College as freshmen in Agriculture. The Board officially accepted these scholarships and directed that the Secretary make suitable expression of appreciation to the Standard Oil Company.

The Chancellor reported that a committee of the Executive Council had studied the problem of credit and refunding of fees for students who may be called to military service, and that he had approved the following recommendations of the committee:

1. With reference to credit for work done in the institution during the term in which the student withdraws to enter the service, the committee believes the following proposal will meet the problem in all of the institutions in the State System of Higher Education, with the exception of the University of Oregon Medical School and the School of Law:

Students who file with the Registrar official documentary evidence of conscription or enlistment in the military service of the United States and withdraw from the institution before the last four weeks of the term, shall be allowed no credit, but shall be refunded fees for the term in accordance with the action adopted by the State Board of Higher Education September 10, 1940. Students who file with the Registrar official documentary evidence of conscription or enlistment in the military service of the United States, and withdraw from the institution within the last four weeks of the term, shall be allowed one of the following options: (a) fees shall be refunded for the term, in accordance with the action adopted by the State Board of Higher Education September 10, 1940, but no credit for the term shall be granted; (b) no fees shall be refunded for the term, but students shall receive full credit for the term in those courses in which they have a grade of "C" or better, and a "Withdrawal" in other courses.
2. With reference to credit for work of a strictly military nature done while in the service, the committee believes the following proposal will meet the problem in all the institutions of the State System of Higher Education:

Students who file with the Registrar official documentary evidence of military service may petition the faculty for credit for military service. The total credit allowed at Oregon State College or the University of Oregon, shall not exceed 24 term hours for commissioned officers or 6 term hours for non-commissioned officers and men; or 6 term hours at the Colleges of Education, or 6 term hours at the University of Oregon Medical School. From the total hours shall be deducted the credit earned in R. O. T. C. before entering the service; and any further R. O. T. C. work taken after reentering college shall not carry credit toward graduation beyond the limits set out above.

3. With reference to credit for work of an academic nature done by a limited number of men while in the service, the committee believes that the following proposal will meet the problem in all of the institutions in the State System of Higher Education, with the exception of the University of Oregon Medical School:

Students who file with the Registrar official documentary evidence that they did work of an academic nature while engaged in military service may, with the approval of their major dean, petition the faculty to take examinations for credit in specific courses listed in the institutional catalog.

The Board voted to adopt the report of the Chancellor's committee as recommended.
GIFTS
The Board officially accepted the following gifts and instructed the Secretary to make suitable acknowledgment to the respective donors:

State College
Gift of $150 from the Gates and Gardens Committee for the campus ornamental entrance gates.

Medical School
Gift of $822.11 from the Louis A. Vierani Trust to the Department of Dermatology for the purchase of a small X-ray machine.

Parker Service Corp.-Doernbecher Benefit
Gift of $740 provided by a benefit show sponsored by the Parker Service Corporation and the Doernbecher Hospital to purchase ventilating and air sterilization equipment for the Doernbecher Hospital.

MRS. H. C. HOWE SCHOLARSHIP GIFT
The Board voted to accept a gift of securities valued at $981 from Mrs. Herbert C. Howe, the income from which is to be used as a scholarship for University athletes who have been removed from athletic competition because of injuries. The principal amount of this gift will probably be increased to approximately $3,000. The Board directed the Secretary to make suitable acknowledgment to Mrs. Howe.

LATHE FOR IND. ARTS DEPT. AT STATE COLL.
The Board voted to accept a gift of a semi-automatic lathe, valued at $1,500, to the Industrial Arts Department of the State College from Mr. Robert Rynearson. The Board approved a budget addition of $150 to the Industrial Arts Department to cover freight charges on the lathe from Indiana.

BOB BAILEY MEMORIAL FUND
The Board voted to accept the gift of $1,000 from Judge and Mrs. J. O. Bailey, of Salem, as a memorial fund for their son, Bob. This fund will be expended for a double row of pyramidal oak trees extending from the Library to Thirteenth Street on the University campus. The Board directed the Secretary to send an appropriate expression of appreciation to Judge and Mrs. Bailey.

STATE BOARD OF VOC. EDUC. CONTRIBUTION
The Board approved the budgeting of $1,000 received from the State Board of Vocational Education for teacher training work in the School of Education at the State College, as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Wages, for clerical assistance for Professors Blazier and Gibson</td>
<td>$800</td>
</tr>
<tr>
<td>Travel, for Professor Gibson</td>
<td>$200</td>
</tr>
<tr>
<td>Total</td>
<td>$1000</td>
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</tbody>
</table>
The Board approved an addition of $183.33 to the Social Science Survey budget at the University, non-recurring, to cover the salary of an additional half-time graduate assistant for the winter and spring terms of 1940-41.

The Board voted to disapprove the request of the University for an appropriation of $200 to the Department of Sociology to finance honoraria for speakers and incidental expenses in connection with the first state conference on "Family Relations" under the direction of Professor Jameson. Members of the Board agreed that authority of the Board did not extend to subsidization of projects other than those under their direct control.

The Board approved an appropriation of $100, non-recurring, to match funds of the American Council of Learned Societies, to the requisition budget of the Dean's Office, College of Arts and Letters of the University, to enable Dr. L. O. Wright to continue the work of compiling a Spanish-American dictionary, of which he is joint editor.

Last year four staff members of the State College Library were granted salary increases, the necessary funds being provided from $675 in salary savings resulting from Assistant Librarian Haley's sabbatical leave. Upon Miss Haley's return, the amount required to restore her regular salary was taken from the wage budget, resulting in a deficit of $675 in 1940-41. The Board approved an addition of $675 to the wage budget of the State College Library in the current year to cover this deficit, with the understanding that in the future funds to cover salary increases shall not be provided from non-recurring savings.

In the 1940-41 building repairs and improvements program, the Board appropriated $1,000 for finishing basement areas in the Physical Education Building at the Southern Oregon College of Education, with WPA providing the labor. Additional plumbing and lighting facilities have been found to be necessary and overhead expense has been increased due to the prolongation of the project. The Board approved a non-recurring budget addition of $300 to complete this project.

The Board voted to continue the present schedule of fees and dormitory rates at the several institutions for the next academic year, with the following minor adjustments as recommended by the Interinstitutional Fee Committee and the Interinstitutional Dormitory Committee:
1. That the part-time student fee at the University and State College remain as at present ($3.00 per term hour), but that the minimum fee for any part-time student be fixed at $10.00 per term.

2. That the part-time student fee at the Colleges of Education for students carrying 7 hours or less, be $8.50 per term.

3. That the present gym suit service fee of $1.50 per term at the Colleges of Education be extended to include: summer session students at the rate of $1.50 for the 11-week session and 75 cents for the 6-week session.

4. That the present irregular schedule of fees for extension students in Portland and other cities be modified as follows:
   (a) Undergraduates, $2.50 per credit hour—minimum fee, $5.00.
   (b) Graduates, $3.00 per credit hour—minimum fee, $6.00.
   (c) Auditors, $2.00 per credit hour—minimum fee $5.00.

   Note: The effect of this change will be to increase slightly the fee payment for extension students taking three hours or more and result in placing extension classes on a more nearly self-supporting basis.

SALE OF PROPERTY
ALUMNI HOLDING COMPANY

The Board voted to approve the sale by the Alumni Holding Company of Lot No. 7, Block 16, Huddleston's Addition, Eugene, at a price of $350.00, the purchaser to furnish abstract and title policy. Authorization was given for the proper officers to sign the necessary documents.

COUNTY BUDGETS 1941

The Board voted to approve the county budgets for the calendar year 1941 as submitted by Dean Schoenfeld, with the approval of President Ballard and the Chancellor with the understanding that these budgets are subject to revision when definite information on income from state and federal sources is available.

BUDGET ADD'N
PHYS ED.
WOMEN
OSC

The Board approved a non-recurring budget addition of $550 to the wage budget of the Department of Physical Education for Women at the State College to employ part-time instructional assistance in handling increased enrollment.

PERSONNEL

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

J. R. Griffith
Leave of Absence

Leave of absence without pay for an indefinite period for J. R. Griffith, Professor of Structural Engineering, effective December 10, 1940, to accept service in the Navy Department. Of the salary savings of $1,717.15,
$158.81 is to be applied on Professor Ruffner's salary increase and the remainder is to be utilized in providing substitute assistance during 1940-41 in the School of Engineering.

Appointment of Ruth Crawford as Home Demonstration Agent in Josephine County, effective January 1, 1941, rank of Assistant Professor, yearly tenure, 12-months basis, at a salary of $2,304 per year, to replace Miss Nola Welch, whose resignation was effective December 7, 1940. Salary savings of $33.48 due to delayed appointment to be transferred to the Director's Reserve.

Transfer of Marjorie Ellsworth from Home Demonstration Agent-at-Large to Union County Home Demonstration Agent, at her present salary rate of $2,100, rank of Assistant Professor, 12-months basis, yearly tenure, effective January 1, 1941. Union County is contributing $1,200 annually for materials and other expense of this new position. The requisition item of $612.00 in the Home Demonstration Agent-at-Large account is to be retained in the budget.

Salary increase for B. F. Ruffner, Professor of Aeronautical Engineering, from $3,300 to $4,250, effective January 1, 1941, without change in rank or tenure. Professor Ruffner was offered a position with a commercial concern at a large increase in salary. Funds to provide his increase are to come from the following sources:

\[
\begin{align*}
\text{Salary savings, Professor Griffith's leave} & : \$158.81 \\
\text{Salary savings, Colonel Sampson's transfer} & : \$225.03 \\
\hline
\text{Total} & : \$383.84
\end{align*}
\]

Transfer of Colonel C. L. Sampson, Professor of Military Science and Tactics, to another post, effective December 16, 1940. Salary savings resulting from this transfer to be utilized as follows:

\[
\begin{align*}
\text{To be applied on Professor Ruffner's increase} & : \$225.03 \\
\text{To revert to the Board's unappropriated fund, in accordance with Board policy} & : \$261.26 \\
\hline
\text{Total} & : \$486.29
\end{align*}
\]

Appointment of Lieutenant Colonel Samuel J. Heidner, of the San Diego station, to succeed Colonel Sampson as Professor of Military Science, effective January 25, 1941. No salary involved.
Gladys Turley
Appointment
Creation of the position of full-time nurse in physical therapy in the Health Service, and the appointment of Gladys Turley, effective September 1, 1940, to this position, 10-months basis, yearly tenure, at a salary of $1,080, plus board. Funds for this appointment are to be provided from Health Service balances. No unrestricted funds involved.

W.L. Teutsch
Salary Increase
Salary increase for William L. Teutsch, Assistant Director of Extension, from $4,300 to $5,100 effective February 1, 1941, without change in rank or tenure. Mr. Teutsch was offered a position with the federal government at a considerable increase in salary. Funds for the increase, $125, to come from the Director's Reserve.

C. L. Smith
Appointment
Appointment of Clifford L. Smith as Assistant Extension Economist in Marketing, effective February 1, 1941, at a salary of $4,008, rank of Associate Professor, yearly tenure, 12-months service. A budget of $5,000 was provided in the 1940-41 budget to finance this work. Due to the delayed appointment, the $2,000 of the $2,500 saving is to be held in reserve to cover requisition and salary expense for the years 1941-42 and 1942-43, estimated to be $6,000 annually. Saving of $500 to revert to the Board's unappropriated funds.

J.J. Inskeep
Sabbatical Leave
Sabbatical leave on full pay for J. J. Inskeep, Clackamas County Agent, from January 2 to March 14, 1941, to complete requirements for his master's degree at Oregon State College. Mr. Inskeep will keep in touch with his official duties so that no additional expense will be required in conducting his work.

The Board approved the following personnel adjustments at the University:

Dr. F.G. Macomber
Leave of Absence
Leave of absence without salary for Dr. F. G. Macomber, Professor of Education, for one year, effective February 1, 1941, to enter Army service. Salary savings of $978.88 in 1940-41 to be utilized as follows:

- Addition of $50.00 per month for two months to salary of H. P. Backus, instructor in Education, for teaching Dr. Macomber's class in Principles of Teaching during the winter term .......... $100.00
- Appointment of Wilbur Dutton as Acting Instructor in Education for two months at $50 per month ......................... 100.00
- To be retained in salary budget pending a recommendation for a successor .......... 778.88

$978.88
The Board approved the following personnel adjustment at the Medical School:

Dr. Steinmetz
Resignation

Resignation of Dr. Eugene Steinmetz, Assistant Clinical Professor of Obstetrics and Gynecology, effective December 31, 1940. Dr. Steinmetz was on a volunteer basis.

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

Dr. L. E. Forbes
Sabbatical Leave

Sabbatical leave on full pay for Dr. L. E. Forbes, Associate Professor of Psychology, from March 23 to June 4, 1941, for study and observation at Morningside Hospital, Portland. Dr. Forbes' work will be carried by the present staff at no additional expense.

VOTE OF THANKS TO OCE

The Board extended a vote of thanks to the students, faculty and administrative officials of the Oregon College of Education for the efficient arrangements and excellent entertainment provided for the Board and its visiting officials on the occasion of its meeting on the College of Education campus. Members of the Board commended highly the work of the Music Department as evidenced by the splendid program provided by the students.

ADJOURNMENT

The Board adjourned at 3:05 p.m. to meet again in Corvallis at 10:00 a.m. on Friday, February 7, 1941.

Willard L. Marks, President

Charles D. Byrne, Secretary