STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
HEATHMAN HOTEL, PORTLAND, OREGON
July 28, 1942

Executive Session

An executive session of the State Board of Higher Education to consider the selection of a president for Oregon State College was held at the Heathman Hotel, Portland, Oregon, July 28, 1942, at 9:30 a.m.

The meeting was called to order by the President of the Board, Willard L. Marks, and all Board members and the Chancellor were present.

The Chancellor presented a recommendation that the Board elect a president for Oregon State College at the July meeting or as soon thereafter as practicable. A nation-wide survey conducted at the direction of the Board had been previously reported, covering some fifty administrators from Oregon and many other states.

Qualifications of all the nominees had been fully canvassed and carefully studied by the Board. Several were given special consideration and had been interviewed by the members. One of these, President August Leroy Strand of Montana State College, on nomination duly made and seconded, was regularly elected president of Oregon State College at a salary of $7,500 per year, to begin service on October 15, 1942, with provision for indefinite tenure.

FREDERICK M. HUNTER
Secretary Pro Tem

Regular Session

The members of the State Board of Higher Education convened in regular session at 10:00 a.m.

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
R. C. Groesbeck
Mac Hoke
R. E. Kleinsorge

Edgar W. Smith

Willard L. Marks
Robert W. Ruhl
Beatrice Walton Sackett
E. C. Sammons
There were also present Chancellor Frederick M. Hunter; Dr. Charles D. Byrne, Secretary of the Board; Acting President F. A. Gilfillan of Oregon State College; President Donald M. Erb of the University of Oregon; 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 meeting held on June 9, 1942, and approved the minutes of this meeting as they appeared in the docket.

SALE OF EAST HOUSE AT OCE

Mrs. Beatrice Walton Sackett, Chairman of the Committee on Buildings, Grounds and Capital Outlay, presented the following report:

"The Board at its last meeting authorized an expenditure not to exceed $500 to repair and improve East House at the Oregon College of Education, in order to make it attractive for purposes of rental or sale. President Howard reported that the repairs had been completed at a cost of less than $200, and that the property was now rented. He also indicated that an offer had been received to purchase the property. Because the house is located outside of the campus bounds and will serve no institutional purpose, the Committee feels it should be sold at this time. It is recommending, therefore, that President Howard be authorized to negotiate the sale and that the proper officers be authorized to execute the necessary documents."

The Board approved the report of the Building Committee as presented regarding the sale of East House at Oregon College of Education and authorized the proper officers to execute the necessary documents.

PROPERTY PURCHASE AT OCE

Mrs. Sackett concluded the report of the Building Committee as follows:

"At the last meeting, President Howard presented a recommendation for the purchase of a half block of property, including a house and a double garage located immediately west of the gymnasium. Mrs. Sackett and Secretary Byrne inspected this property and agreed that it would be a very desirable addition to the campus, since it squares the west boundary of the campus. The house is in good shape and will rent readily at a good price, particularly during the present housing shortage in Monmouth. President Howard reported that the owners are anxious to sell, and the Building Committee is recommending that Dr. Howard proceed with negotiations. It is the hope of the Committee that the sale price of East House will cover the purchase price of this property."

The Board approved the purchase of a half block of property at Oregon College of Education on the basis recommended by the Building Committee.
Mr. Edgar W. Smith, Chairman of the Committee on Insurance, presented the following report:

"Comptroller Bork reported that the State Board of Control has authorized the purchase of war damage insurance on state properties under its control, each department bearing its respective share of such coverage. Mr. Bork estimated that the annual premium cost for coverage of the buildings and equipment of the properties under the control of the Board of Higher Education would be approximately $11,000.

"The Committee agreed that such insurance is highly desirable, but felt that funds are not available for such a large outlay at this time. The Committee, therefore, recommends that report be made to the State Board of Control that the Board is desirous of obtaining this coverage if funds can be made available from the emergency fund."

The Board accepted the report of the Insurance Committee regarding war damage insurance on System buildings.

Mr. Smith concluded the report of the Insurance Committee as follows:

"The Committee has had under consideration for some time the need for medical reimbursement automobile insurance to protect occupants of System-owned vehicles in case of accident. Mr. Bork reported that all cars in the System could be covered up to $500 for medical or surgical treatment or other related expenses, at an annual premium of $3.00 per vehicle. The total cost for the System would be $444 annually, most of which would be borne by restricted funds in the agricultural budgets. The Insurance Committee is recommending approval of this coverage for all the cars of the System."

The Board approved the purchase of medical reimbursement insurance for System-owned cars as recommended by the Insurance Committee.

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

"At the January meeting, the Board accepted the recommendation of the Interinstitutional Curriculum Committee that the new major option entitled 'Curriculum in Surgical Nursing' for the Department of Nursing Education be disapproved pending further information. This curriculum has been re-studied and the Curriculum Committee, with the approval of the Chancellor and the Interinstitutional Curriculum Committee, is recommending for approval the following:
Curriculum in Surgical Nursing

Field Work, Interviewing and Work with Agencies (Nur 464) 5
Principles and Organization in Public Health Nursing (Nur 462) 3
Methods in Teaching Health (Nur 465) 3
Methods of Supervision (Nur 450, 51, 52) 9
Field Work in Nursing Supervision (Surgical) (Nur 447) 7
Teaching Nursing Arts (Nur 433) 5
Seminar (Nur 407) 6
Vital Statistics (Nur 471) 2
Electives 8
Total 48

The Board voted to approve the curriculum in Surgical Nursing at the Medical School as presented.

Mr. Brand concluded the report of the Curriculum Committee as follows:

"Consideration was also given by the Committee to the curriculum and course proposals of the State College to effect the Board action of April 28, 1942. The Committee is making no recommendation at this time but is referring the matter to the Chancellor’s Office to work with the College officials, Dr. Victor P. Morris, Dean and Director of Business Administration, and Dr. Olof Larsell, Chairman of the Interinstitutional Curriculum Committee, to formulate a program that will care for the immediate needs of students for next year and leave the complete and final program to be worked out under the leadership of the new president."

The Board voted to approve the report of the Curriculum Committee regarding the business curriculum at the State College.

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

"The Finance Committee gave further consideration to the biennial budgetary request. The executives of the institutions presented their needs with special reference to the financial problems growing out of the war emergency. The Committee authorized the Chancellor to prepare the biennial requests in two categories; namely, the amounts necessary to continue the normal operating level and the amounts required to meet the abnormal demands occasioned by the war. Because the amount of funds in the latter category has not been finally determined, the Committee directed the Chancellor to present the complete budget to the Board for final official approval at a subsequent meeting.

"The Chancellor was authorized, however, to file the totals required with the State Budget Director as soon as feasible."
The Board voted to approve the report of the Finance Committee regarding the preparation of the biennial budget requests for 1943-1945.

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

"Some time ago there was presented to the Board and later to the Governor and the State Budget Director a list of financial needs, most of them growing out of the war situation. No action was taken at that time, however. In the meantime the need for salary and wage adjustments in the lower brackets has become very acute. Many employees are being lost to war industries and those who remain are suffering as a result of the rise in the cost of living. There are approximately eight hundred people in the System receiving a salary or wage of $175 per month or less, including 400 receiving $100 per month or less. The Board has no funds to make salary adjustments for these people to whom an increase comparable to the rise in cost of living is due in all fairness.

"The Committee is, therefore, recommending to the Board that a request be filed with the Emergency Board for a sum of $34,000 to make possible a sliding scale increase of from 5 to 10% for all employees of the System receiving $175 per month or less. This amount would cover increases only from September 1, 1942, through January 31, 1943.

"There was also presented by the Chancellor an item of approximately $11,000 which will be required to cover all the properties of the Board with war damage insurance. While the Committee recognized the desirability of such coverage, it has no funds to pay the premium. It, therefore, is recommending that this matter be referred to the Board of Control which originally called attention to the program of coverage which it instituted in other state departments, with the suggestion that the Board of Control support an appeal to the Emergency Board for sufficient funds to pay the premiums.

"The Committee recommends adoption of this report by the Board."

The Board voted to approve the filing of a request with the State Emergency Board as recommended by the Finance Committee.

The report of the Finance Committee was concluded as follows:

"The Chancellor presented a recommendation for the employment of a head for the Visual Education Department of the State System at a salary not to exceed $2,600. This is a reduction of $700 in the level formerly maintained for this position. The Committee so recommends to the Board."

The Board approved the report of the Finance Committee regarding the salary level for the head of the Visual Education Department.

President Marks presented a resolution from the Board of Directors of the Oregon State College Alumni Association urging the election of a president for Oregon State College at the earliest possible date.
President Marks introduced Mrs. Saidie Orr Dunbar, Secretary of the Oregon Tuberculosis Association, Mr. Walter W. R. May, and Mr. Lewis Mills who urged the re-establishment of the tuberculosis control program in the University of Oregon health service department, recently discontinued because of lack of funds. To provide this service, the Chancellor recommended that for the year 1942-43 the health services of each institution be relieved of the utilities and janitorial costs and that these costs be charged to the physical plants of the respective institutions. The Board voted to approve the Chancellor's recommendation for the year 1942-43.

Mr. Marks introduced Mrs. W. W. Gabriel, President of the Oregon Fellowship, who urged the Board to help in financing a series of lectures on the effects of alcohol. She stated that a contribution of $300 would aid materially in bringing an expert from Washington, D. C. The Board voted to refer this matter to the Finance Committee for consideration.

Secretary Byrne presented a resolution from the Oregon State Pharmaceutical Association, requesting the employment of a practical druggist in the School of Pharmacy at the State College. The Board referred the resolution to the Chancellor's Office and the Finance Committee for consideration.

Secretory Byrne reported the receipt of communications regarding the reinstatement of a full-time rowing coach at the College from the following: Joe F. Dyer of Ontario; H. B. Cooper of Portland; Frank Albright of Corvallis; James H. Batcheller of Corvallis; I. H. Van Winkle of Salem, and the Douglas Fir Plywood Association.

Mr. Sammons reported that he had received a similar communication from Mr. Karl F. Drlica of Corvallis.

The Chancellor was directed to report at the September meeting regarding the problem presented in the several communications.

The Chancellor reported that a five million dollar loan fund for students had been made available by Congress and that the acceleration program of the several institutions would be greatly facilitated by this legislation. He also pointed out that way and means were being sought to retain in the System as many of the instructional and technical staff as possible in order to permit complete cooperation in supplying the armed forces with physicians, engineers, chemists, production managers, etc.
The Chancellor presented the following report on the administration of Radio Station KDAC:

"It will be remembered that in the plan of reorganization of KDAC recommended by this office and adopted on January 28, 1941, the responsibility for control and operation of the physical plant of the station was officially allocated to Oregon State College. To effect the necessary coordination of management between the physical plant and the office in charge of the program, it was recommended that the State System be made licensee. This item was not approved by the Board but was approved for further study pending the adjustment of the disturbed policies of the Federal Communications Commission. Now that the new physical plant has been completed and is in operation, the need for authoritative coordination is obvious.

"With the best of intentions upon the part of all parties concerned, there is frequently the necessity for decisive authoritative action by the Chancellor's Office. A closer contact of the central executive authority would provide the necessary coordination. This naturally should be exercised through the Division of Information. I have accordingly directed that the Radio Council and the management of the physical plant of KDAC at the State College be responsible to and report to the Chancellor's Office and the Director of Information, Dr. Charles D. Byrne.

"This arrangement in no wise changes the administration of either the Advisory Council on Radio Policy in charge of the radio program throughout the state nor the College physical plant department in charge of the technical plant of KDAC. The arrangement merely provides an authoritative direction by the Chancellor's Office in lieu of the allocation of the licensee authority to the State System.

"During the past fiscal year, the Extension Division has exerted very strenuous efforts in the direction of economy. The budget of the Division was drastically curtailed more than a year ago, and the Director has courageously and vigorously attacked the problem of administration. One of the handicaps in achieving the full benefit of the policy of self-sustaining classes has been the requirement that Dr. Caldwell himself act as manager of Station KOAC. It is impossible, in my judgment, to make a success of both programs, namely:
(a) To carry the principal activities of the Extension Division upon a self-supporting basis and

(b) To manage the broadened program of KDAE from the Director's Office.

"It is recommended that the Board authorize the selection of a manager for Station KDAE for the ensuing academic year beginning October 1 at a salary not to exceed $3,500, and that funds be provided as follows:

<table>
<thead>
<tr>
<th>Annual Rate</th>
<th>1942-43</th>
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<tbody>
<tr>
<td>From savings in the Department of Visual Education, largely from reduction in the salary level of the department head</td>
<td>$690</td>
</tr>
<tr>
<td>From savings in KDAE budget</td>
<td>750</td>
</tr>
<tr>
<td>From Board funds</td>
<td>2,060</td>
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<tr>
<td>$3,500</td>
<td>$2,625</td>
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The Board voted to approve the recommendations of the Chancellor regarding the administration of Radio Station KDAE, and the employment of a station manager.

OFFICERS ELECTED

Upon motion by Mr. Hoke and second by Mr. Groesbeck, the Board unanimously re-elected for the year 1942-43 the present officers of the Board; namely, Willard L. Marks, President; Mrs. Beatrice Walton Sackett, Vice-President; and Mr. E. C. Sammons, third member of the Executive Committee.

GIFTS

The Board officially accepted the following gifts and instructed the Secretary to send suitable acknowledgement to the respective donors:

State College

Research Corporation Grant
Grant of $4,000 from the Research Corporation for the support of Dr. Rosalind Wulzen's project on "A Study of a New Vitamin Present in Unpasteurized Cream."

Martin-Dennis Fellowships
Grant of two $750 fellowships from the Martin-Dennis Company to the Chemistry Department for Research on the recovery of chromium from low-grade ores.

Eastern Oregon College of Education

Ralston Gift
Gift of $100 from Dr. Frank L. Ralston of La Grande to be distributed to needy and deserving students.
The Board approved an addition of $350 to the 1942-43 program budget of ROAC to finance summer programs in lieu of the "Oregon on Parade" program formerly sponsored by the Highway Commission.

The State Emergency Board has allocated $2,500 to the Experiment Station for defraying expenses of research and investigation on thrip pests in canned fruits. The Board approved budgeting $600 of this fund to the 1941-42 budget and $1,900 to the 1942-43 budget.

The Board approved the following budget additions in the General Extension Division:

For printing correspondence study catalogs, and
  for materials and supplies $680.50
For revision of courses and new courses 500.00
To apply on Portland Center under-realization of
  income for 1941-42 $250.00
$1,430.50

This amount accrued to Board funds at the close of the fiscal year as a result of over-realization of correspondence study fees.

The attic storage space in the Administration Building at the State College, used jointly by the Central and College Business Offices, has been found unsafe for storage of additional records. The Board approved an addition of $150 to the 1942-43 Comptroller's Office budget to prepare space and transfer records to Education Hall in order to relieve this situation. Sufficient funds to cover this expenditure reverted to Board funds from the Comptroller's budget at the close of the fiscal year.

In order to bring the wages for the University heating plant operators in line with wages paid comparable physical plant employees, the Board approved a budget addition of $700 in 1942-43, the wage increase to be effective July 1, 1942.

The Civilian Pilot Training program formerly conducted on the campuses has in the case of the State College and the University been transferred of necessity to eastern Oregon. Accompanying this change in location has been a change in procedures wherein no fees are collected by the institutions from the students and the entire cost, including board and room, is paid by the federal government. To make possible the efficient handling of this off-campus program, the Board approved the following procedures effective July 1, 1942:

Description of procedures:
1. That the Civilian Pilot Training projects be removed from the regular budgets and be administered through agency accounts in the same manner as the E.S.M.D.T. classes.

2. That unexpended balances in the present income and budget accounts at the close of the fiscal year be transferred to the agency accounts.

3. That temporary overdrafts which are certain of reimbursement from the federal government be permitted in these agency accounts in reasonable amounts. It is estimated that the maximum of such overdrafts at any time will not exceed $12,000 each at the State College and at the University, $6,000 at the Southern Oregon College of Education and $6,000 at the Eastern Oregon College of Education, provided each institution has filed with the Budget Office of the System a copy of the federal allocation of the quota and rate of reimbursement.

4. Because local staff members are no longer being used in the training program and because the work has now become an agency project, it is recommended that the presidents be authorized to approve all expenditures and all appointments necessary to carry on and staff the projects within the limits of federal funds made available.

Reports on the Civilian Pilot Training projects will be furnished to the Board and the Chancellor upon request.

To carry on projects planned before the close of the fiscal year, the Board approved the following appropriations:

**State College**
- For water main repair and campus irrigation -- $834.58
- For fire protection -- $252.88
- Total: $1,087.46

**University**
- For protection against damage incident to the war -- $1,033.00

**Eastern Oregon College of Education**
- For piano tuning and other expense of musical instruction -- $35.25

Funds for these budget additions reverted as balances at the close of the last fiscal year.

**PERSONNEL**

The Board approved the following personnel adjustments at the University:
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July 28, 1942

Ingo Maddaus
Appointment
Appointment of Dr. Ingo Maddaus, Jr., as Assistant Professor of Mathematics, effective October 1, one-year tenure, 10-months service, at a salary of $2,500.

M.H. Douglass
Retirement
Retirement of M. H. Douglass, Librarian, effective August 1 instead of October 1 as provided in the budget, and change in effective date of salary increase ($2,200 to $2,600) for Willis Warren, from October 1 to July 1, 1942. Salary savings of $413.94 to be held in the budget to provide assistance in the periodical department.

Changes in the Military Department as follows:

Frank Aguile
Resignation
Resignation of Major Frank I. Aguile, Assistant Professor of Military Science and Tactics, effective March 24, 1942, to accept assignment elsewhere.

C.C. Woodbury
Assignment
Assignment of Captain Clarence C. Woodbury as Assistant Professor of Military Science and Tactics, effective April 2, 1942.

W.S. Averill
Assignment
Assignment of Major William S. Averill as Assistant Professor of Military Science and Tactics, effective June 8, 1942.

These salaries are paid entirely by the federal government.

R.B. Huber
Appointment
Appointment of Robert B. Huber as Assistant Professor of Speech and Dramatic Arts, yearly tenure, 10-months basis, effective October 1, at a salary of $2,700.

James Stovall
Salary Increase
Salary increase for James Stovall, instructor in Geography and Coordinator of the Civilian Pilot Training program, from $3,000 to $3,600, effective July 1, and reduction in time in the Geography Department from 53% to 44%. Funds for the increase are provided entirely from CPT sources.

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

G. Newcomb
Transfer
Transfer of Gerald T. Newcomb from the position of Assistant Extension Specialist in Soils, to Extension Soils Conservationist, 12-months service, rank of assistant professor, indefinite tenure, at a salary of $2,700, effective July 16.

A.W. Schlechten
Appointment
Appointment of Dr. Albert W. Schlechten as Associate Professor of Mining and Metallurgical Engineering, effective October 1, at a salary rate of $3,000, 10-months service, yearly tenure.

R.J. Corruccini
Appointment
Appointment of Dr. R. J. Corruccini, as instructor in Chemistry, effective October 1, 10-months basis, yearly tenure, at a salary of $2,100. Budget addition of $75 to increase the salary for this position will be provided from savings in the Department of Chemistry.
W.S. Averill Leave of absence without pay for William S. Averill, Benton County Agent, to enter military service for the duration, effective June 8, and the transfer of Stonewall Jackson, Benton County Club Agent, to this position, effective June 8, at a salary of $2,400, rank of assistant professor, indefinite tenure, 12 months basis.

Wm. Farrell Appointment Appointment of William Farrell as County Club Agent of Benton County, effective June 15, at a salary of $2,004, rank of instructor, yearly tenure, 12-months service. Salary savings of $88.80 in 1941-42 will be transferred to the Director’s Reserve.

J.O. Schnautz Appointment Continuation of an instructorship in the Department of Veterinary Medicine, and the appointment of Dr. J. O. Schnautz as instructor and research assistant, effective July 1, 12-months basis, yearly tenure, at a salary rate of $2,000. Funds for this position will be provided $1,800 from millage research and $200 from resident instruction.

B.H. Nichols Leave of absence without pay for Ben H. Nichols, Associate Professor of Electrical Engineering, to enter military service for the duration, effective July 1. Salary rate $2,800 for 10-months service. Unused salary in 1942-43 to be held in the budget pending recommendation for a successor.

Willard Stone Resignation Resignation of Dr. Willard Stone, assistant physician in the Health Service, effective June 30, 1942, and the promotion of Dr. Murray Bates to first assistant physician, at a salary of $3,600, 10-months basis, effective September 1, yearly tenure. Recommendation for Dr. Bates’ successor will be made at a later date.

G.W. Gleeson Salary increase for George W. Gleeson, Head of the Department of Chemical Engineering, from $3,600 to $4,200, effective October 1. Budget addition required in 1942-43, $450, will be provided from the Engineering budget.

Izola Jensen Sabbatical leave on half pay for Miss Izola Jensen, extension specialist in community social organization, during June, July and August, for rest and recuperation. Salary rate $2,600 for 12-months service. Salary savings of $333 will be transferred to the Director’s Reserve.

E.W. Harvey Salary increase for Dr. E.W. Harvey, Assistant Food Technologist, from $2,600 to $3,000, effective July 1, and change in tenure from yearly to indefinite. Budget addition of $400 in 1942-43 will be provided from gift funds in the Experiment Station budget.
| Warren Reid | Leave of absence without pay for Warren Reid, Alumni Secretary, to enter military service, effective July 23, 1942, and a salary increase for Miss Junice Courtright, Records Clerk, from $1,800 to $2,100, effective July 1. Mr. Reid's salary rate is $2,750 for 12-months service. Miss Courtright will assume a portion of Mr. Reid's responsibilities, and substitute assistance will be employed on a wage basis. Transfer of salary savings of $2,251.61 to wages. |
| E. Courtright Salary Increase | Appointment of Edgar Edmonds as assistant military custodian, at a salary rate of $2,400, effective July 1, 12-months service, yearly tenure. Budget addition of $600 is required in 1942-43 to increase the salary for this position which is covered by savings of $742 in the Secretarial Science Department that reverted to the Board on June 30. |
| Edgar Edmonds Appointment | Leaves of absence without pay for Dr. Paul L. Kleinsorge, Assistant Professor of Business Administration and Economics, and Robert Steiner, instructor in Economics and Business Administration, effective October 1, to enter government service for the duration, and the following adjustments to provide substitute assistance: |
| P. L. Kleinsorge and E. Steiner Leaves of Absence | Re-employment of G. L. Gifford, instructor in Business Administration, in Mr. Steiner's position, at the salary budgeted, $2,000 for 10 months. |
| G. L. Gifford Re-employment | To fill Dr. Kleinsorge's position, the transfer of one-third time of Dr. M. N. Nelson from the Department of Agricultural Economics, effective September 1, 10-months basis. Dr. Kleinsorge's salary rate is $2,300 for 10-months service. |
| M. N. Nelson Transfer of Time | Transfer of .31 of the time of Dr. D. E. DeLoach from Agricultural Economics in the Experiment Station, to Agricultural Economics, School of Agriculture, to replace Dr. Nelson. |
| D. B. DeLoach Transfer of Time | These adjustments have the following budgetary effect: |
| | Salary savings of $417.33 in Dr. Kleinsorge's position to be retained in the budget to provide additional substitute assistance. |
| | Reduction of $1,500 in Agricultural Economics, Experiment Station. This amount was formerly contributed by the Milk Control Board and is not available for year 1942-43. |
| | Transfer of $557.67 in Bankhead-Jones funds released by Dr. DeLoach's transfer, from salaries to wages in Agricultural Economics, Experiment Station, to employ a graduate assistant. |
| Elvera Horrell Promotion | Promotion of Elvera Horrell from the position of secretary in the office of Agricultural Economics-Statistics, to the position of junior extension statistician, rank of instructor, yearly tenure, effective August 1, and an increase in salary from $1,500 to $1,800. Funds provided from agricultural budget. |
The Board approved the following personnel adjustments at the Medical School:

**Knox Finley**
Appointment
Appointment of Dr. Knox Finley as Assistant Clinical Professor of Neuropsychiatry, effective July 1, on a part-time basis, at a salary of $1,500 per year, one-year tenure. Transfer from wages to salaries to provide this position.

**W.R. Todd**
Salary Increase and Promotion
Salary increase for Dr. Wilbert R. Todd, Assistant Professor of Biochemistry, from $3,579.95 to $4,000, effective July 1, and promotion in rank from assistant professor to associate professor. Funds for the increase are provided from unbudgeted fees in 1942-43.

**V. Sneed**
Resignation
Resignation of Dr. Vincent Sneed, Assistant Professor of Pathology, to enter military service, effective August 1, and the appointment of Dr. John D. McGovern, at the same salary, $2,900, effective August 1, as Assistant Professor of Pathology.

**J.D. McGovern**
Appointment
Salary increase for Dr. Paul V. Woolley, Assistant Professor of Pediatrics and Assistant Medical Director of the Doernbecher Hospital, from $4,500 to $4,000, effective July 1, and promotion in rank to associate professor. Funds for the increase will be provided from restricted patient fee income of the Doernbecher Hospital.

**F. Underwood**
Resignation
Resignation of Dr. Frank Underwood, part-time instructor in Medicine, salary budgeted at $1,500, to enter military service, effective August 1, and the appointment of Dr. Carl J. Hollingworth as his successor at a salary of $1,600, rank of assistant clinical professor. This increases Dr. Hollingworth to full time at a salary of $4,000. Increase of $100 will come from restricted funds.

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

**Emma Mullen**
Leave of Absence
Leave of absence without pay for Miss Emma Mullen, health nurse to enter military service, effective July 1, for the duration. Recommendation for her successor will be made at a later date.

**A.V. Logan**
Leave of Absence
Leave of absence without pay for Dr. A. V. Logan, Assistant Professor of Chemistry, to enter naval service, effective August 25. Recommendation for his successor will be made at a later date.

**WOODWARD PROPERTY**
President Erb reported that an offer had been received for the purchase of the Woodward property in Portland, held in trust for the University of Oregon by the First National Bank of Portland. Dr. Erb indicated that there was a possibility of a more advantageous offer being made in the near future. The Board directed University officials to investigate the matter further and report back at the September meeting.

The Board voted to suspend the by-laws and to hold the next regular meeting on Wednesday, September 9.

**ADJOURNMENT**
The Board adjourned at 11:25 a.m.