STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
OSBORN HOTEL, EUGENE, OREGON
April 27, 1943

MEETING #127
A regular meeting of the State Board of Higher Education was held at the Osborn Hotel, Eugene, Oregon on April 27, 1943.

ROLL CALL
The meeting was called to order at 10:00 a.m. by the President of the Board, Willard I. Marks, and on roll call the following answered present:

R. C. Groesbeck Willard I. Marks
Mac Hoke Beatrice Walton Sackett
R. E. Kleinsorge 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; President A. L. Strand of Oregon State College; President C. A. Howard of Oregon College of Education, and President Walter Redford of Southern Oregon College of Education.

MINUTES APPROVED
The Board voted to dispense with the reading of the minutes of the last meeting held March 9, 1943, and approved the minutes of this meeting as they appeared in the docket.

CONSTRUCTION OF OYSTER RESEARCH LABORATORY
Dr. R. E. Kleinsorge, Acting Chairman of the Committee on Buildings, Grounds and Capital Outlay, presented the following report:

"In connection with the research program on rehabilitation of the oyster industry on Yaquina Bay, authorized by the last Legislature, Dean Schoenfeld has reported that a small structure costing approximately $500 will be necessary to house equipment and supplies and as a headquarters for research workers. As this project is to be jointly supported by federal and state funds, Dean Schoenfeld has recommended that federal Bankhead-Jones funds be used in building this structure, leaving state funds for support of the actual research. The building is to be located beside a tract of tide lands leased for this project.

"The Committee recommends that not to exceed $500 of Bankhead-Jones funds be authorized for the construction of this building by force account according to plans submitted by Dean Schoenfeld."

The Board approved the construction of an oyster research laboratory on Yaquina Bay as recommended by the Building Committee.
Dr. Kleinsorge continued the report of the Committee on Buildings, Grounds and Capital Outlay as follows:

"Since the last meeting of the Board, an opportunity arose at Oregon State College for the purchase of a large house and lot adjacent to College property and in the area designated on campus plans for future campus expansion. The house is now occupied by a fraternity. As the owner of the property had several offers to sell to parties who would use it for other than student housing purposes, immediate action was requested by President Strand to acquire the property for State College use at a lower price than would be possible later.

"The proposed purchase was investigated by the Chancellor's Office and pronounced a good buy by Mr. Traver, the Board's building consultant. Because of the need for immediate action, the Executive Committee of the Board approved closing the deal. The Building Committee heard a full report on the transaction yesterday and now recommends that the action of the Executive Committee be confirmed, the purchase to be financed out of State College dormitory balances, with the understanding that the dormitory fund will be reimbursed for the value of the lot, $2,500, if and when the property is taken over for general campus use."

The Board confirmed the action of the Executive Committee in purchasing the house and lot on the Park Terrace property at the State College as recommended by the Building Committee.

Dr. Kleinsorge concluded the report of the Building Committee as follows:

"The Union Pacific railroad is desirous of purchasing for immediate use a tract of 20.7 acres of pasture land on the Eastern Oregon Livestock Branch Experiment Station at Union for expansion and relocation of its right-of-way at that point. D. E. Richards, superintendent of the Station, through Dean Schoenfeld, has reported that the price offered is fair and that the tract can be disposed of without injury to the research programs at the station. The Committee recommends that the sale be authorized and that the usual officers of the Board be empowered to sign the necessary papers. The purchase price of $1,132 is to be held in a reserve fund for use later in purchasing additional grazing land for the station."

The Board approved the sale of 20.7 acres of pasture land of the Eastern Oregon Branch Experiment Station to the Union Pacific railroad, as recommended by the Building Committee.
Mr. Edgar W. Smith, Acting Chairman of the Committee on Finance, presented the following report:

"The Chancellor reported yesterday to the Finance Committee on the budgetary plan for the next fiscal year including the recommended salary and wage adjustment schedule. He indicated that the legislature had made available $750,000 as a war emergency item of which approximately $520,000, or $260,000 a year, is available for salary and wage adjustments, the remainder of this wartime appropriation being for increased cost of materials and supplies and for the acceleration program.

"This $520,000 for the biennium falls considerably short of meeting the cost of proposed wage and salary adjustments as presented to the Legislature and approved in principle by it to compensate partly for the increased cost of living. In order to put the plan into operation, the Chancellor reported it would be necessary to cut the operating level of the institutions by approximately $200,000.

"Under the proposed wage and salary adjustment plan approximately 60 per cent of the entire fund would go to those in the lower brackets receiving less than $200 a month, and more than 75 per cent would go to those below $250 a month.

"The recommended plan calls for a 25 per cent increase for all staff members with an annual compensation of $1,200 or below; a 20 per cent increase for all between $1,200 and below $1,800, and a 15 per cent increase on the first $1,800 only for all staff members receiving $1,800 or above. Consultations with government officials indicate that even with these increases in effect, the rates for all classes of staff employees still will be well below the average obtaining for comparable institutions or service, hence no principle of inflation control is involved.

"The Chancellor also called attention to the fact that this will be the first general program of salary increases since the State System was established, and the first general adjustment since the depression salary cuts were rescinded six years ago.

"To avoid duplication of isolated salary increases, however, the plan makes provision for using July 1, 1942 as the base period, with all increases made since that date for cost of living or to meet competition for those involved, to be deducted in applying the increase.

"The Chancellor also recommended to the Committee that the salary and wage adjustment plan be effective as of April 1, 1943. Both he and the institutional executives urged this very strongly because of the sacrifice that the staff members have already borne in meeting a rising cost of living.
from a salary scale actually reduced by large federal taxes. Funds are available in the current year's budget to meet the $81,000 required in the current year to put the plan into effect April 1. These funds have recently been made available partly through added fee income when enrollment stayed higher than estimated, and partly through savings from non-replacement of staff members already called into war service.

"Institutional executives in conference with the Chancellor have expressed concurrence in a program of drastic reductions in operating level to save the $200,000 mentioned. No operating reductions have been levied against the Medical School or Agricultural Extension and Agricultural Research because there has been no curtailment in these activities.

"The remaining units of the system will make the savings by non-replacement of staff members called to war work, by reduction in staff in departments having greatly reduced student loads, and by reducing the materials and supplies budgets commensurate with the student enrollment.

"The Chancellor also recommended that in view of possible further reductions in the operating level at the institutions, that each institutional executive be encouraged to accumulate a limited reserve fund to adjust individual faculty salaries with a view of attracting and retaining members of highest ability.

"The sum total of these proposals submitted by the Chancellor would result in an annual operating budget for the System, exclusive of salary adjustments, of about $3,225,000 compared with $3,437,731.55 for the present year. The Finance Committee reviewed carefully this financial program and feels that it is sound. It is, therefore, recommending to the Board the following:

1. That the Chancellor be authorized to call for the institutional budgets to be prepared on the basis of the level in Schedule 2, page 5 of his report. (Copies of the Chancellor's Report to the Finance Committee of April 26, 1943, are on file in the Board's Office)

2. That the salary and wage adjustment schedule as recommended be approved and made effective April 1, 1943, and that the required amounts to meet this increased schedule be added to the institutional budgets for the current year and for the next fiscal year as necessary under the program recommended by the Chancellor, these amounts to be added after a careful audit by the Chancellor's Office.
3. That the Board approve a recommendation that institutions be encouraged to make further reductions if possible, thereby setting up a reserve in the amounts recommended to be used for attracting and retaining staff members of highest ability.

The Board approved the budgetary plan for 1943-44, including the recommended salary and wage adjustment schedule, as recommended by the Committee on Finance.

Mr. Smith concluded the report of the Committee on Finance as follows:

"President Strand reported to the Committee that a recent act of Congress placed the administration of farm labor recruitment and placement in the Agricultural Extension Service in the several states. A national fund not to exceed $13,050,000 was appropriated to be distributed to the states on the basis of need for handling the program. Inasmuch as this is an emergency matter that requires immediate action on the part of the Agricultural Extension Service, Dr. Strand asked authority to proceed under the provisions of the national act, with the understanding that the usual reports on funds and personnel will be made to the Chancellor and to the Board."

The Board voted to grant Dr. Strand authority to proceed under provisions of the national act as recommended by the Finance Committee.

Mr. R. C. Groesbeck, Acting Chairman of the Committee on Public Relations, presented the following report:

"The Committee heard a report that, because of the laxity of certain restaurants and refreshment establishments in the vicinity of higher educational institutions in observing liquor control regulations, disciplinary problems were being created which require vigorous action.

"After discussing the matter thoroughly, the Committee emphasized the long-standing general policy of the Board in giving institutional executives and their constituted faculty committees full authority to deal with these matters, and advised the presidents to take whatever steps are necessary to control the situation, even to declaring these business establishments out-of-bounds for students. The Committee further urges that strong representations be made to the State Liquor Control Commission, pointing out the conditions existing and urging its active cooperation in abating the same before such out-of-bounds order becomes necessary."

The Board approved the report of the Committee on Public Relations supporting action of the presidents in dealing with problems arising from lack of observing liquor regulations.
President Marks presented a copy of a letter addressed to Governor Snell from N. L. Ashby of Portland. Mr. Ashby had been a patient in the University Tuberculosis Hospital during the past nine months and wanted to express his appreciation of the care, treatment and conditions existing in that institution, stating that they were ones of which the Governor and people of Oregon could justifiably be proud.

Because of the appointment of a new member on the Board, revision in the committees of the Board was necessary. Mr. Marks announced the following appointments for the remainder of the fiscal year:

Committee on Finance: E. C. Sammons, Chairman; Edgar W. Smith, Mac Hoke.

Committee on Curricula: R. C. Groesbeck, Chairman; Robert W. Ruhl, Beatrice Walton Sackett.

Committee on Buildings, Grounds and Capital Outlay: R. E. Kleinsorge, Chairman; Robert W. Ruhl, Leif S. Finseth.

Committee on Insurance: Edgar W. Smith, Chairman; Robert W. Ruhl, R. C. Groesbeck.

Committee on Public Relations: Edgar W. Smith, Chairman; Mac Hoke, Leif S. Finseth.

Committee on Agricultural Extension Service and Experiment Stations: Mac Hoke, Chairman; Edgar W. Smith, Robert W. Ruhl, R. E. Kleinsorge.

Special Committees

Committee on Rules and By-Laws: Robert W. Ruhl, Chairman; Mac Hoke, R. C. Groesbeck.

Committee on Unified Administration: Leif S. Finseth, Chairman; E. C. Sammons, R. E. Kleinsorge, R. C. Groesbeck.

Committee on Libraries: Beatrice Walton Sackett, Chairman; Leif S. Finseth, R. E. Kleinsorge.

Mr. Marks made the following appointments to represent the Board at the several commencement exercises and to approve the degree lists:

University of Oregon                  Edgar W. Smith
Oregon State College                  Beatrice Walton Sackett
Oregon College of Education           Leif S. Finseth
Southern Oregon College of Education  Robert W. Ruhl
Eastern Oregon College of Education   Mac Hoke
CONFIRMATION
OF CONTRACT TO
HOUSE AND MESS
R.O.T.C. AT
STATE COLLEGE

Secretary Byrne presented the following resolution confirming the action of the Board's officers in approving and signing a contract with the War Department to house and mess the regularly enrolled students of the R.O.T.C. at Oregon State College, who were recently called into active service:

WHEREAS, the War Department of the United States of America decided to call into active service certain classes of students in the R.O.T.C. at Oregon State Agricultural College at Corvallis, Oregon, and

WHEREAS, representatives of the War Department and the said college did negotiate a contract to house and mess these regularly enrolled students at Oregon State Agricultural College who were called to active service, and

WHEREAS, this contract between the United States of America and the State of Oregon acting through the State Board of Higher Education on behalf of the Oregon State Agricultural College, was on March 26, 1943, approved and executed by the President of the Board, Willard L. Marks, and the Secretary of the Board, Charles D. Byrne, under authority previously granted by said Board,

NOW, THEREFORE, BE IT RESOLVED that the State Board of Higher Education in regular meeting assembled on April 27, 1943, at Eugene, Oregon, confirms the action of its officers in approving and signing said contract.

Upon motion by Mr. Smith and second by Mr. Hoke, the Board voted to approve the above resolution, with the following voting aye:

Mr. Groesbeck
Mr. Hoke
Dr. Kleinsorge

Mr. Marks
Mrs. Sackett
Mr. Smith

and the following voting nay: None.

Mr. Marks thereupon declared the motion duly carried by a unanimous vote.

REVISION OF
A.S.T.P.
CONTRACT AT
STATE COLLEGE

Secretary Byrne reported that the educational preparation of trainees assigned to the State College under the Army Specialized Training Program required a revision of the curriculum, resulting in the utilization of some different facilities, and, therefore, a revised contract had been necessary. He presented the following resolution confirming action of the Board's officers in approving and signing the revised contract:

WHEREAS, the State Board of Higher Education in regular meeting assembled on March 9, 1943, at Portland, Oregon, did confirm the action of the Executive Committee of said
Board in approving a contract with the War Department of the United States of America, acting through the Ninth Service Command at Fort Douglas, Utah, for the establishment of a unit of the Army Specialized Training Program at Oregon State Agricultural College at Corvallis, Oregon, and

WHEREAS, the previous educational preparation of the trainees assigned to Oregon State Agricultural College under this contract made it necessary to revise the curriculum provided for under the original contract and to utilize different facilities of the institutions, and

WHEREAS, a supplemental agreement including a revision of the original contract between the United States of America and the State of Oregon was negotiated on April 15 and 16 and was approved and executed on April 26 by the President of the Board, Willard L. Marks, and the Secretary of the Board, Charles D. Byrne, under authority previously granted by said Board,

NOW, THEREFORE, BE IT RESOLVED that the State Board of Higher Education in regular meeting assembled on April 27, 1943, at Eugene, Oregon, confirms the action of its officers in approving and signing said revised contract.

Upon motion by Mr. Smith and second by Mrs. Sackett, the Board voted to approve the above resolution, with the following voting aye:

Mr. Groesbeck    Mr. Marks
Mr. Hoke          Mrs. Sackett
Dr. Kleinsorge    Mr. Smith

and the following voting nay: None.

Mr. Marks thereupon declared the motion duly carried by a unanimous vote.

ROBERT McCOOK
DEGREE

Chancellor Hunter reported the receipt of a request from State College officials recommending the awarding of a Bachelor of Science degree, with a major in Commerce, to Robert Nelson McCook. The work completed by Mr. McCook from 1927 to 1931 covered all the requirements for graduation with the exception of eight hours. Since that time he has entered the Navy and spent three months in special training at the University of Houston. The Faculty Committee on Academic Requirements at the State College agreed the work was the full equivalent of the hours needed and recommended that the degree be granted. The Board approved the awarding of the degree as recommended.
CHANGES IN ADMINISTRATION OF THE MEDICAL SCHOOL

Chancellor Hunter presented a letter from Dr. R. B. Dillehunt, Dean of the Medical School, submitting his resignation at the end of his leave of absence on June 30, 1943. Dr. Hunter further reported that he and President Erb had conferred with Dean Dillehunt, Dr. Baird and other Medical School officials, and that as a result, President Erb, with the Chancellor's approval, submitted the following recommendations for changes in the administration of the Medical School:

R.B.Dillehunt Resignation and Title

1. That Dean Dillehunt, upon termination of his leave of absence June 30, 1943, be given the title of Dean Emeritus and Chairman of the Medical Endowment Committee without salary, provided the latter title is satisfactory to Dean Dillehunt.

D.W.E.Baird Appointment

2. That Dr. David W. E. Baird be given the title of Dean of the Medical School at an annual salary of $7,000, effective July 1, with the understanding that it is a full-time position but that he is free to continue such private medical practice as will not interfere with his conduct of the deanship.

The Board voted to accept the resignation of Dean Dillehunt and approved the recommendations of President Erb and the Chancellor regarding future administration of the Medical School. The Board directed President Marks, the Chancellor, and Secretary Byrne to prepare for presentation to the June meeting, a statement of appreciation for Dr. Dillehunt's services and contributions as Dean of the Medical School.

GIFTS

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

University:

Gertrude Warner

Gift of $2,500 from Mrs. Gertrude Bass Warner, Director of the Museum of Art, for the purchase of library furniture in the museum.

Elizabeth Hansen

Gift of $1,040 from Miss L. Elizabeth Hansen of Portland to the Library for the Ethel R. Sawyer Library Collection and Ethel R. Sawyer Browsing Room Fund.

Laura Heckart Estate

Bequest of $500 from the estate of Mrs. Laura M. Heckart to the Student Loan Fund to be held as a permanent fund for loans to worthy students.

State College

Research Corporation

Grant of $2,000 from the Williams-Waterman Fund of the Research Corporation for continuation of a research project, entitled "A New Vitamin Present in Unpasteurized Cream", under the direction of Miss Rosalind Wulzen.
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Nutrition Foundation
Grant of $2,000 from the Nutrition Foundation of New York for continuation of a research project, entitled "Vitamin Content of Frozen and Cooked Vegetables", under the direction of Dr. Margaret L. Fincke.

Nutrition Foundation
Grant of $2,500 from the Nutrition Foundation for a research project under the direction of Dr. V. H. Cheldelin, entitled "Improvements and Development of Assay Methods for B Vitamins".

Mrs. Curtis Kelly
Gift to the Library of 60 business administration and accounting volumes, valued at $150, from Mrs. Kelly, wife of the late Professor Curtis Kelly.

Medical School
Laura Doernbecher
Gift of $750 from Mrs. Laura Doernbecher of Tacoma to purchase a portrait of her late husband's father, F. S. Doernbecher, to be hung in the Doernbecher Memorial Hospital.

Appella Corporation
Grant of $150 per month for an indefinite period from the Appella Corporation for special nutritional research under the direction of Dr. Ira A. Manville.

Louis Vierani
Bequest of $1,250 from the estate of Louis A. Vierani to provide for charity patients medical and surgical needs of a type not normally termed routine operation and maintenance.

PHYSICS BUDGET ADDITION
The Board approved an addition of $450 to the equipment budget and $300 to the materials budget of the Department of Physics at the University to cover expenses resulting from increased enrollment.

BUDGET ADJUSTMENTS AT THE STATE COLLEGE FOR SPRING TERM
The Board approved the following budget adjustments and personnel changes for spring term at the State College necessitated by shifts in enrollment and losses of staff members due to the war emergency:

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<tr>
<th>Department or School</th>
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<tr>
<td>Funds Required 1942-43</td>
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<tr>
<td>Architecture and Allied Arts</td>
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<tr>
<td>Continuation of the appointment of Miss Helen McCullough, Assistant Professor of Art, with an increase from half to full-time service, at the rate of $300 per month .................. .................. $ 382.26</td>
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English

Continuation of the employment of Mrs. Beulah S. Thornton from Oregon College of Education on the same basis as for winter term .................. 705.00

Physical Education for Women

Continuation of the appointment of Marjorie Dennis, Instructor, on the same basis as for winter term .......... $ 600.00

Addition to wage budget to continue employment of two part-time assistants at the rate of $150 each per term ... 300.00

Total funds required, Women's Physical Education $ 900.00

Physics

Funds Available:
Transferred from Department of Mining Engineering to continue employment of Professor A. W. Schlechten, head of the department, for part-time instruction in physics for spring term .... $ 500.00

Transferred from Botany Department to employ W. M. Atwood for instruction in physics for spring term ............ 466.67

Available in wage budget of department. 200.00

Salary savings resulting from the resignation of Lawrence Shelley, instructor, at the close of winter term ........ 555.00

Funds available, Physics .................. 1,721.67

Funds Required:
Continuation of the employment of James M. Morris of KOAC for spring term on the same basis as for winter term ........ 250.00

Continuation of the employment of Dr. D. T. Ordeman, Associate Professor of English, for spring term on the same basis as for winter term ......... 350.00

Continuation of the employment of Curtis Reid, head of Visual Instruction, for
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Part-time instruction in physics on the same basis as for winter term .... 210.00

Continuation of employment of Professor A. W. Schlechten ........ 500.00

Employment of Professor W. M. Atwood of the Botany Department for instruction in physics spring term at his annual salary rate of $3,800, 12-months basis .... 456.67

Funds required, Physics ........ $1,776.67

Net Budget addition required, Physics ........ $ 55.00

Total amount required from Board's unappropriated funds for the State College ........ $2,042.26

Continuation of the appointment of Mrs. Beulah S. Thornton in the English Department of the State College results in a saving to the Oregon College of Education for spring term of $705. This amount reverts to the Board's unappropriated fund.

The Board approved the continuation of the employment of the following staff members for the spring term. For the most part, the continued services of these staff members were required as a result of the Army Specialized Training program, and the budget addition will be offset by funds received under actual billing for services rendered by these departments to the army program.

Department

Mathematics

Continuation of the full-time employment of Professor Emeritus J. A. van Groos .......... $ 450.00

Continuation of the employment of Mrs. Florence Bakkum as instructor of Mathematics at the same salary of $700 per term ........ 700.00

Continuation of the employment of Beatrice Hyland as acting instructor on the same basis as for winter term ........ 380.00

Continuation of the appointment of Myles H. Ritchie as acting instructor with an increase from three-fourths to full-time service ........ 600.00

Continuation of William Funkenbusch as acting instructor, with an increase from three-fourths to full-time service ........ 380.00
Addition to wage budget to employ student assistance for reading and grading papers ......... $300.00
Budget addition required, Mathematics ........ $2,810.00

Physical Education
Transfer of additional time, with no change in salary, of the following four staff members from Intercollegiate Athletics to the Physical Education Department, effective at the beginning of spring term:

E. L. Gill, Instructor .......................... $600.00
D. I. Allman, Associate Professor .............. 300.00
A. L. Stiner, Instructor .......................... 800.00
A. T. Gill, Instructor .......................... 600.00

Addition to wage budget to continue the employment of five part-time assistants at the rate of $150 each ...................................................... 750.00
Budget addition required, Physical Education ........ $3,050.00

English
Continuation of the appointment of Mrs. Carolyn Sullivan as instructor of English for spring term, to care for the work of two regular instructors who are devoting half-time each to courses in English set up for the A.S.T.P. ........................................ $472.68

Total ............................................. $6,333.68

The Board approved a budget addition of $800 to the Correspondence Study Department to be used in employing personnel to write new correspondence courses at the high school level, in cooperation with, and at the request of, the State Department of Education.

The Board approved the following budget adjustments for Radio Station KOAC:

1. To replace N.Y.A. assistance no longer available and to compensate for a higher rate of pay necessary for student help, a budget addition of $700 to the wage budget for the remainder of the fiscal year.


3. A budget addition of $200 to inaugurate, at the rate of $100 a month, a transcription rental service covering 24 hours a week of music, continuity, and other program features.
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The Board approved the following personnel adjustments at the University:

N. P. Anderson  
Leave of Absence  
Leave of absence without pay for military service for Dr. N. Paul E. Anderson, Associate Professor of Physical Education and Assistant University Physician, effective at the close of winter term. Salary savings of $125 in 1942-43 to be transferred to the wage budget to employ substitute assistance.

P. B. Means  
Leave of Absence  
Leave of absence without pay for military service for Dr. Paul B. Means, Professor of Religion, effective at the close of winter term. Salary savings of $300 in 1942-43 to revert to the Board's unappropriated fund.

W. W. Massey  
Leave of Absence  
Leave of absence without pay for military service for Wayne W. Massey, Assistant Professor of Physical Education, effective at the close of winter term. Salary savings of $239.33 in 1942-43 to be transferred to wages to provide substitute assistance.

Utahna Hall  
Salary Increase  
Salary increase for Utahna Hall, Secretary in the News Bureau, from $1,200 to $1,380, effective March 16, to compensate her for increased responsibilities resulting from the resignation of Lyle Nelson, Acting Director. Amount of $52.74 required in 1942-43 provided by adjustments within the News Bureau and School of Journalism.

E. H. Moore  
Appointment as Head of Sociology  
Appointment of Dr. E. H. Moore, Professor of Sociology, as head of the Department of Sociology, effective April 1, to fill the vacancy resulting from the death of Dr. Philip A. Parsons. No change in budget for 1942-43.

L. M. Faust  
Leave of Absence  
Leave of absence without pay for military service for Lloyd M. Faust, Assistant Professor of Business Administration and Research Associate, effective May 11. Salary savings of $349.50 to be transferred to wages, Miner Professorship Fund.

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

C. C. Miller  
Salary Increase  
Salary increase for C. C. Miller, Multnomah County Club Agent, from $2,292 to $2,400, retroactive to January 1, 1943. Amount of $54 required in 1942-43 to be transferred from the Director's Reserve.

O. E. Mikesell  
Transfer  
Transfer of O. E. Mikesell, Assistant County Agent-at-Large to County Agent for Linn County, with a salary increase from $2,604 to $2,700, effective March 15, no change in rank or tenure. Amount of $28.39 required in 1942-43 to be transferred from the Director's Reserve.
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M. Ellsworth
Leave of Absence
Leave of absence for military service for Marjorie Ellsworth, Home Demonstration Agent of Union County, effective March 31. Salary savings of $525 to be transferred to the Director's Reserve pending appointment of a substitute.

Doris Busick
Salary Increase
Salary increase for Miss Doris Busick, Secretary at the Eastern Oregon Branch Experiment Station, from $1,200, to $1,440, effective March 1. Amount of $80 required in 1942-43 to be transferred from the wage budget of the station.

Lois Criswell
Appointment
Appointment of Lois Criswell as Library Cataloger, rank of Assistant Professor, 12-months' basis, yearly tenure, at the salary rate of $2,160, effective May 1, to replace Priscilla F. Ferguson, resigned March 5. This involves an increase of $530 in the position, but savings of $161.43 in 1942-43 due to the delayed appointment will revert to the Board's funds.

F. O. McMillan
Leave of Absence
Leaf of absence without pay for F. O. McMillan, head of the Department of Electrical Engineering, for one year, beginning June 1, to go to China with a group of engineering professors at the request of the Department of State, where he will lecture in Chinese universities; and the appointment of Professor A. L. Albert, who will return from a leave of absence June 1, as Acting Head of the Department of Electrical Engineering.

A. L. Albert
Appointment

R. N. Lunde
Transfer
Transfer of part of the time of R. N. Lunde, Assistant Professor of Agricultural Engineering, to the Industrial Arts Department and an annual salary increase from $2,350 to $2,600, effective April 1, no change in rank or tenure. Amount of $75 required in 1942-43 to be provided half from Agricultural Engineering and half from the School of Engineering budgets.

Ruth Krueger
Leave of Absence
Leave of absence without pay for Miss Ruth C. Krueger, Circulation Librarian and Assistant Professor, from May 31 to July 1, 1943; and the transfer of Miss Harriet J. Warner, Assistant Reference Librarian, to supervise the circulation department, effective June 1, with a temporary salary increase from $1,800 to $2,000 for the month of June to compensate her for increased responsibilities. Salary savings in 1942-43 of $174.96 to be held in the budget for additional assistance.

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

Marie Erickson
Leave of Absence
Leave of absence without pay for Marie Ring Erickson, Assistant Professor of Art, from April 1 to June 30, 1943, to enable her to continue study for her doctor's degree. Salary savings of $650 to revert to the Board's unappropriated fund.

Lois Criswell
Resignation
Resignation of Miss Lois Criswell, Assistant Librarian and Cataloger, effective May 1. Salary savings of $200 to be used for assistance for this position and $160 to revert to the Board's unappropriated fund.
F. Beardsley

Resignation of Miss Florence Beardsley, Assistant Professor of Education who is now on leave of absence without pay, to accept a position with the Oregon State Department of Education. No change in budget is involved.

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

J. Eberhart

Leave of Absence

Leave of absence without pay for military service for Mr. Jean Eberhart, Assistant Professor and Director of Physical Education, effective April 30; and the appointment of Alexander Simpson as Physical Education Director, rank of instructor, effective April 15 to the end of the fiscal year, at a salary of $200 per month. Addition of $34 to be provided from Board funds.

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

May Herboth

Transfer

Transfer of May C. Herboth, Counsellor for Women and Director of Dormitories, to the Army training teaching program full time, effective April 1. Salary adjustment for Miss Amanda Zabel, Associate Professor of English, from $3,000 to $3,400 to assume added responsibilities as Acting Counsellor for Women from April 1 to July 1. Savings of $200 in the dormitory budget by the release of Miss Herboth to instruction to be transferred to the dormitory wage budget, and the saving of $75 in instruction through Miss Herboth's release to the Army program to revert to the Board's unappropriated fund.

TIME OF JUNE MEETING OF THE BOARD

The desirability of having the June meeting of the Board a week later than scheduled in order to allow the institutions more time for preparation of the annual budgets was presented by the Secretary.

Upon motion by Mr. Smith and second by Mr. Groesbeck, the Board voted unanimously to suspend the rules and by-laws calling for a meeting on June 8, 1943, and to change the date of the next meeting to June 15, 1943.

PLACE OF JUNE MEETING

Consideration was given to the place to hold the June Board meeting. The Board voted to hold the next meeting in Portland if suitable hotel accommodations can be found, otherwise the meeting is to be held in Eugene. The Secretary was asked to investigate hotel accommodations in Portland other than the Heathman Hotel.

DOERNBECHER HOSPITAL TRUST AGREEMENT

Secretary Byrne reported that Medical School officials had presented a revocation of a trust agreement entered into April 2, 1927, by the Portland Grade Teacher's Association, the Title and Trust Company of Portland as trustee, and the officers of the Doernbecher Memorial Guild, the income of the trust to be used for equipping a schoolroom at the Doernbecher Memorial Hospital. Both the Teacher's Association and the Trust
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Company are desirous of revoking the trust agreement in order that the funds may be administered directly by the Teacher's Association. Secretary Byrne reported that neither the officers of the Board of Regents of the University, which was functioning at the time the trust agreement was drawn, nor the present Board of Higher Education approved or signed the trust agreement.

The Board referred the matter to the Executive Committee with power to act.

GEORGE FOSTER PEABODY RADIO AWARD TO KOAC

Dean V. V. Caldwell reported to the Board that Radio Station KOAC had been the recipient of one of the coveted George Foster Peabody radio awards for 1942. Its program, entitled "Venereal Disease—Our Hidden Enemy", won the award for outstanding public service by a local station of 1000 watts or less. The transcriptions were prepared by the University of Kentucky and run for the first time by KOAC. The Board received the report.

ADJOURNMENT

The Board adjourned at 11:20 a.m.

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