STATE BOARD OF HIGHER EDUCATION  
MINUTES OF MEETING HELD AT 
BENSON HOTEL, PORTLAND, OREGON  
October 19, 1943

Meeting #131  
Pursuant to action taken by the Board at its July 27, 1943 meeting, the State Board of Higher Education met in regular session at the Benson Hotel, Portland, Oregon, on October 19, 1943.

ROLL CALL  
The meeting was called to order at 10:05 a.m. by the President of the Board, Willard L. Marks, and on roll call the following answered present:

Leif S. Finseth    Robert W. Ruhl
R. C. Groesbeck   Beatrice Walton Sackett
Mac Hoke           E. C. Sammons
R. E. Kleinsorge  Edgar W. Smith

Willard L. Marks  

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; President Roben J. Maaske of Eastern 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 September 14, 1943, and approved the minutes of this meeting as they appeared in the docket.

REPAIR OF  
CAMPUSS  
SLIDE  
Dr. R. E. Kleinsorge, Chairman of the Committee on Buildings, Grounds and Capital Outlay, presented the following report:

"The Board, at its September meeting, authorized a study by a competent engineer of a landslide occurring adjacent to the Medical School building. Dean Baird and Business Manager Ralf Couch made a report on the engineer's findings and recommendations. According to the engineer, the cost of correcting this situation is estimated at not to exceed $3000. There is sufficient dirt on the property now owned by the Medical School to repair the damage. The Building Committee recommends that the specifications as prepared by the engineer be submitted to bid through the usual channels and that the proper officials be authorized to proceed in letting contracts for the work. The funds to cover the cost of the project are to come from the repairs and equipment reserve."

The Board approved the report of the Building Committee regarding the repair of the slide on the Medical School campus.
Dr. Kleinsorge continued the report of the Building Committee as follows:

"A critical housing situation has developed at the Medical School in connection with the emergency nursing training program being conducted for the Government. Under the contractual arrangement with the Federal Government, the institution is obligated to furnish housing for the trainees and it has been impossible to locate adequate housing facilities. Medical School officials reported that there is a possibility of leasing such facilities near the campus for use as an emergency dormitory for nurses.

"The Building Committee recommends that Medical School officials be authorized to negotiate for these facilities and if found satisfactory, to enter into a contractual agreement through the regular channels."

The Board authorized negotiations for housing facilities for nurses, as recommended by the Building Committee.

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

"The name on the main building of the Southern Oregon College of Education is now 'State Normal School', instead of the legally authorized name of 'Southern Oregon College of Education.' A similar condition exists at the Eastern Oregon College of Education, where a change was authorized at the September Board meeting. President Redford appeared before the Committee asking that similar permission be given for his institution.

"The Committee recommends that such permission be granted, with the understanding that the cost is to be provided entirely from the present institutional budget and that the two institutions work together in making the change, with the idea that some cost may be saved."

The Board approved changing the nameplate on the main building at the Southern Oregon College of Education, as recommended by the Building Committee.

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

"The annual report of the Comptroller concerning investment of funds under the control of the Board was received and reviewed by the Finance Committee. It was noted
that the percentage of all funds now invested in United States government securities has increased from approximately 25 per cent a year ago to approximately 40 per cent at present. For this reason, the downward trend of income has continued as the United States Government bonds yield only 2 1/2 per cent. Income was sufficient during the past year, however, to permit an interest allocation of 3.25 per cent for the past year with earnings in excess of this amount being deposited in a reserve fund set up a year ago to care for possible principal losses. This reserve now amounts to $2,091.79.

"The Finance Committee approves the recommendations of the Comptroller and the Chancellor that, in view of the lowered interest rate, accounts participating in the consolidated pool endowment fund are to be credited with interest at the rate of 3 per cent per year, effective July 1, 1943, provided the earnings of the pool are equal to, or in excess of this rate, and also that the excess earnings of the pool over and above 3 per cent are to be deposited in the reserve fund as provided a year ago until such time as the reserve equals 5 per cent of the book value of the pool."

The Board approved the report of the Finance Committee in regard to the Comptroller's annual report on investments.

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

"Recommendations on the budget for the 1944 summer sessions were submitted by the Chancellor to the Finance Committee. The following tabulation sets forth the funds recommended for each of the several institutional sessions:

<table>
<thead>
<tr>
<th></th>
<th>Total</th>
<th>State Funds</th>
<th>Estimated Student Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eugene</td>
<td>$14,959.62</td>
<td>$4,971.62</td>
<td>$9,988.00</td>
</tr>
<tr>
<td>Corvallis</td>
<td>20,199.00</td>
<td>5,563.00</td>
<td>14,636.00</td>
</tr>
<tr>
<td>Portland</td>
<td>13,704.00</td>
<td>4,124.00</td>
<td>9,580.00</td>
</tr>
<tr>
<td>Colleges of Edu.</td>
<td>1,000.00</td>
<td>1,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$49,862.62</td>
<td>$15,658.62</td>
<td>$34,204.00</td>
</tr>
</tbody>
</table>

"The state funds are the same as appropriated last year. The fee income is estimated at two-thirds of the actual receipts for the current year. The Chancellor also recommended that a special reserve fund of $25,000 be set up for the entire System with the following understanding: All requests for assistance from this fund, including recommendations for acceleration, are to be submitted with supporting evidence as to need by the summer session director and president of the institution"
in ample time for official action by the Board
and proper administration.'

"The Committee recommends approval of the summer
session budgets as recommended by the Chancellor
and the setting up of the $25,000 reserve fund.
Balances in the 1943 summer session budget are to
revert to the Board's unappropriated fund."

The Board approved the report of the Finance Committee
recommending approval of the summer session budgets
and the setting up of the $25,000 reserve fund.

DR. HUNTER PRESENTED A REPORT SUBMITTED TO HIM BY DR.
VICTOR P. MORRIS, CHAIRMAN OF THE STATE COMMITTEE ON
POST WAR PLANNING IN OREGON. DEAN MORRIS'S REPORT
EMPHASIZED THE IMPORTANCE OF PUBLIC WORKS AT THE END OF
THE WAR IN A PROGRAM OF REHABILITATION, AND POINTED OUT
THE NECESSITY OF THE STATE INSTITUTIONS OF HIGHER EDUCATION
BEING IN A POSITION TO TAKE ADVANTAGE OF ANY
CONSTRUCTION PROGRAMS AVAILABLE. HE FURTHER EMPHASIZED
THE SERVICE HIGHER EDUCATION COULD RENDER TO AGRICULTURE
AND INDUSTRY IN THE STATE. THE BOARD RECEIVED THE REPORT
PRESENTED BY THE CHANCELLOR AND COPIES ARE ON FILE IN THE
BOARD'S OFFICE.

The Chancellor presented the following recommendation from
the Medical School, which was submitted too late for
inclusion in the docket but required Board action prior to
the December meeting:

Elanora Thomson
Retirement

Retirement of Miss Elanora E. Thomson as Director of
Nursing Education and appointment full-time until
June 30, 1944 as Professor in the Public Health
Nursing instructional program at her present salary
rate of $5,070, effective November 4. After June 30,
1944, Miss Thomson will be placed on a part-time re-
tired basis.

Henrietta Doltz
Appointment

Appointment of Miss Henrietta Doltz, Associate
Professor of Nursing Education, as Acting Director
of Nursing Education to replace Miss Thomson, at
an increased salary rate from $2,670 to $3,600,
effective November 4.

The Board approved the recommendation of the Medical
School for the retirement of Miss Thomson and her
replacement by Miss Doltz.

The Chancellor announced that, in addition to the gifts listed
in the docket, the University had reported a gift to the
library of approximately 2,200 volumes, valued at $3,089, from
the libraries of Mr. and Mrs. Joseph N. Teal of Portland. The
Board accepted the gift on behalf of the University and directed the Secretary to make suitable acknowledgment to the donor.

The Chancellor presented a letter from President Strand in which he reported that the State College, on May 14, 1943, had applied to the Federal Works Agency for a grant, under the Lanham Act, of $6,808 for the maintenance and operation of the nursery school annex, formerly supported by the WPA. The letter stated that $4,914 has now been granted from Lanham Act funds which will operate the project until June 1, 1944.

Secretary Byrne read the offer of the Federal Works Agency to the State College as follows:

"Subject to the War-Time Child Care Facilities Terms and Conditions (FWA Form No. WS-102, dated June 1, 1943), attached hereto and made a part hereof, the United States of America hereby offers to contribute to you for the maintenance and operation of your wartime child care facilities for a period from October 1, 1943 to September 30, 1944, both inclusive, (called the "Project") the sum of $4,914, or such lesser sum as the Federal Works Administrator shall determine to be sufficient, with other funds herein required to be made available by you, for the project.

"Nothing herein shall be construed as vesting in any department or agency of the United States power to exercise any supervision or control over such facilities, nor shall any of the provisions hereof be construed as prescribing or affecting the administration, personnel, curriculum, instruction, methods of instruction, or materials for instruction in the maintenance and operation of such facilities."

The Secretary then presented the following resolution:

WHEREAS, there has been filed with the Federal Works Agency for and in behalf of the State of Oregon, acting through the State Board of Higher Education on behalf of Oregon State College, (herein called the "Owner"), an application for Federal Assistance under the War Public Works program, and the United States of America, acting by and through the Federal Works Administrator, has transmitted to the Owner an Offer of Federal assistance in connection with the public works referred to in said application and described in said Offer; and
WHEREAS, said Offer has been duly read in open meeting and has been fully considered in every respect in accordance with the pertinent rules of procedure and legal requirements, and

WHEREAS, Said Offer has been made a part of the public records of the Owner; and

WHEREAS, it is deemed advisable and in the public interest that said Offer be accepted:

NOW, THEREFORE, be it resolved by the State Board of Higher Education, acting on behalf of Oregon State College, that the said Offer of the United States of America, a true and correct copy of which is hereto attached, be and the same hereby is accepted without reservation or qualification.

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

Mr. Finseth  Mr. Ruhl
Mr. Groesbeck  Mrs. Sackett
Mr. Hoke  Mr. Sammons
Dr. Kleinsorge  Mr. Smith
Mr. Marks

and the following voting nay: None.

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

GIFTS

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

University

Mrs. Genevieve Thompson Smith  Gift of Indian baskets and similar articles valued at $3,566 from Mrs. Genevieve Thompson Smith of Portland, to the Museum of Natural History.

State College

Wasco County Horticultural Advisory Committee  Grant of $700 from the Wasco County Horticultural Advisory Committee to assist with additional research work on horticultural problems in the Dalles area.

WILLIAMS-WATERMAN RESEARCH FUND  The Board approved the budgeting of $2,300 from the Williams-Waterman Research fund to reappoint for 1943-44 the following persons assisting with the research project conducted by Dr. Rosalind Wulzen:
Dr. W. J. van Wagendonk

Dr. W. J. van Wagendonk for 50% of his time at $1,500 from October 1, 1943 to June 30, 1944. The other half of his time is paid by the Department of Chemistry.

Lorene Wickert

Lorene Wickert, research graduate assistant, at the annual rate of $800, from July 1, 1943 to June 30, 1944.

Budget Addition to Electrical Engineering

The Board approved an advance from its unappropriated fund to the 1943-44 Electrical Engineering budget at the State College in the amount of $310.27 to cover a deficit incurred in the 1942-43 budget by the purchase of equipment for the Army training program. Reimbursement to Board funds will be provided from the Army equipment depreciation reserve.

Division of Business and Industry

With the organization of the Division of Business and Industry completed, the Board approved the following budgetary additions:

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages for secretarial help for Dr. C. E. Maser</td>
<td>$345</td>
</tr>
<tr>
<td>Travel for the staff</td>
<td>$300</td>
</tr>
<tr>
<td>Wages to employ substitute assistance on an hourly basis for the time of Professor Vietti transferred from Secretarial Science to Business and Industry</td>
<td>$765</td>
</tr>
<tr>
<td></td>
<td>$1,910</td>
</tr>
</tbody>
</table>

Restricted Funds Carried Forward

On June 30, 1943, the following restricted balances in the Experiment Station were carried forward:

<table>
<thead>
<tr>
<th>Balances</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gifts</td>
<td>$1,882.03</td>
</tr>
<tr>
<td>State appropriations, branch stations</td>
<td>$3,499.24</td>
</tr>
<tr>
<td>Sales, branch stations</td>
<td>$8,186.02</td>
</tr>
<tr>
<td>Fees and sales, Central station</td>
<td>$2,729.65</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$16,296.94</td>
</tr>
</tbody>
</table>

The Board approved the addition of these funds to the current budget of the respective departments and branch stations concerned.

Reappropriation of Balances to Physical Plant at OSC

Inability to purchase materials and delay in receiving them resulted in incompletely repair projects and postponement of other projects into the next fiscal year at the State College. Early in the year Mr. Traver brought this to the attention of President Strand and the Chancellor, and it was agreed that the balances in the repair budget of the physical plant would be carried forward into the next year to complete these projects. The Board approved the re-appropriation of balances totaling $16,328.42 to the physical plant repair budget at the State College.

Sale of Eastmoreland Property

The Board authorized the University to sell to N. A. Broeren for $625 the following property, which was acquired through a bequest from the Ethel M. Pennell estate:

Lot 4, Block 47, Eastmoreland, City of Portland, Oregon.
With the departure of T. P. Cramer, Business Manager, for another position, the necessity arose for immediate designation of a new disbursing officer in order to have an authorized signature for the October payrolls. The Board confirmed the action of its Executive Committee in adopting the following resolution prior to the October meeting:

Resolved, that the term of office of Mr. T. P. Cramer as Disbursing Officer be terminated as of the close of the day October 6, 1943, and that the authorization of Mr. E. M. Smith to sign as Disbursing Officer in the absence of Mr. T. P. Cramer be terminated as of the same date; and that the authorization of Mr. T. P. Cramer to sign checks on the suspense and revolving fund accounts with the State Treasurer be terminated as of the close of the day October 6, 1943;

That effective October 7, 1943, Mr. E. M. Smith be appointed as Disbursing Officer for an indeterminate term not exceeding four years, and that as of the same date, Mr. Paul Walgren be appointed to sign vouchers drawn in favor of Mr. Smith, Disbursing Officer, in the absence of Mr. Smith by reason of disability or otherwise for an indeterminate term not exceeding four years; and that in addition to Mr. Smith’s authorization previously granted to sign checks on the suspense and revolving fund accounts, Mr. Paul Walgren be also authorized to sign checks on these accounts.

That the Comptroller be authorized to terminate the bonds for said T. P. Cramer and to provide the necessary bonds for E. M. Smith and Mr. Paul Walgren.

The Board approved the following resolution in connection with the appointment of E. M. Smith as Assistant Treasurer of the Experiment Station and Extension Service:

Resolved, that the term of office of T. P. Cramer as Assistant Treasurer of the Oregon Agricultural Experiment Station and the Agricultural Extension Service be terminated as of October 6, 1943;

That effective October 7, 1943, E. M. Smith be appointed as Assistant Treasurer of the Oregon Agricultural Experiment Station and Agricultural Extension Service with authority to act in the absence of H. A. Bork, Treasurer.

The Board approved an addition of $360 to the wage budget of the Psychology department at the University to employ additional instructional and secretarial assistance.
The State College has under way preparations for its seventy-fifth anniversary program planned to center around an evening convocation on October 27. The Board approved an appropriation of $1,150 from its unappropriated funds to provide for the cost of printing an official program, announcements and miscellaneous items.

At the September meeting, the Finance Committee confirmed the negotiations for the purchase of a lot adjacent to the Medical School campus, known as Parcel One in a plat submitted by Medical School officials. The Board approved the purchase of this parcel from Margaret A. Cole at the purchase price of $3,000. Funds to cover the purchase are to come from building fee balances at the Medical School.

The Board approved the reemployment of Professor H. D. Scudder on the Experiment Station budget for the period from October 1, 1943 to July 1, 1945, at a salary rate of $200 per month, to complete a number of research manuscripts which he now has under way. This employment will require $1,600 for the year 1943-44 which is to be supplied from restricted Experiment Station funds.

The Board approved the following personnel adjustments at the University:

Addition of the following staff in the Department of English, effective October 1, to provide for instruction of Army and civilian students:

- **T.E. Moore**
  - Appointment of Thomas E. Moore as Instructor of English at an annual rate of $2,070, 10-months basis, yearly tenure.

- **Lucile Clifton**
  - Appointment of Lucile Clifton as Instructor of English at an annual salary rate of $1,800, yearly tenure, 10-months basis.

- **Clara Combrellack**
  - Appointment of Clara Rose B. Combrellack as Instructor in English for one-half of her time at the annual salary rate of $900, 10-months basis, yearly tenure.

- **Ruth Franchere**
  - Appointment of Mrs. Ruth Franchere as Instructor in English for one-half of her time at an annual salary rate of $490, 10-months basis, yearly tenure.

- **Elsie Bailey**
  - Increase in time for Mrs. Elsie Bailey from 27½ to 50% of her time and corresponding increase in salary from $525 to $1,050, on a 10-months basis.

Requires an addition of $4,515 from Board funds for 1943-44 which will be offset by funds accruing to the department from the Army program.
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Kathryn Barrett
Appointment
Appointment of Mrs. Kathryn Barrett as Instructor in Speech and Dramatic Arts at an annual salary of $1,800, yearly tenure, 10-months basis, effective October 1, to replace Mrs. Otilie Seybolt, who is on sabbatical leave. Requires an addition of $1,350 in 1943-44 from Board funds, part of which will be returned through payments from the Army.

P.P. Adams
Sabbatical Leave
Sabbatical leave on full salary for Percy P. Adams, Professor of Graphics, for fall term, 1943, for rest and recuperation. Arrangements have been made to care for his work within the present staff.

Ethel Nichols
Appointment
Appointment of Mrs. Ethel B. Nichols as Instructor in Romance Languages at an annual salary rate of $1,500, 10-months basis, yearly tenure, effective October 1, to supplement regular staff members now on Army instruction. Requires $1,200 in 1943-44 from Board funds to be reimbursed later by Army funds accruing to the Department.

Andrei Isotoff
Increase in Time
Increase in time for Andrei Isotoff, Instructor of Geology and Geography, from 72% to full-time service and a corresponding salary adjustment from $1,320 to $1,833.33, 10-months basis, yearly tenure, effective October 1. Requires a budget addition of $55 from Board funds in 1943-44, to be reimbursed from the Army program.

Col. C.L. Sampson
Retirement
Retirement of Colonel Charles L. Sampson, Head of the Department of Military Science, effective September 30; and the appointment of Major William S. Averill to replace him as Head of the Department and Professor of Military Science and Tactics, effective October 1. Salaries are paid in full by the Federal Government.

W.S. Averill
Appointment
Leave of Absence
Leave of absence without pay for military service for Charles G. Howard, Professor of Law, effective October 1. Salary savings to remain in the budget pending appointment of a substitute.

Augusta Nelson
Appointment
Appointment of Dr. Augusta Charlotte Nelson as Instructor in Romance Languages at an annual salary rate of $1,900, 10-months basis, yearly tenure, effective October 1. Requires an addition from Board funds of $1,425 in 1943-44 to be offset by funds accruing to the department from the Army program.

Florence D. Alden
Retirement
Retirement of Florence D. Alden, Professor of Physical Education, one year prior to the time required by the Board's policy, with the title of Professor Emeritus of Physical Education, no salary, effective October 1. Miss Alden's retirement compensation will accrue from the regular University annuity plan, including supplementary
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Annuity funds on deposit with the First National Bank, amounting to $764.31. Salary savings in the position to be held in the budget pending appointment of a successor.

Robert Fristrom
Appointment

Appointment of Robert Fristrom as graduate assistant in the Department of Physics, at an annual rate of $660, 10-months service, effective September 1. Funds for the additional position to be advanced by the Board with reimbursement provided later from Army credits.

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

Obil Shattuck
Resignation

Resignation of Obil Shattuck, Assistant Superintendent of the Squaw Butte-Harney Branch Experiment Station, effective October 9; and the appointment of Eber W. Eldred to replace him at the annual salary rate of $3,000, rank of Assistant Professor, yearly tenure, 12-months basis, effective September 10. Amount of $51.01 to be transferred from wages to the salary budget of the station.

Eber Eldred
Appointment

Herbert Madsen
Salary Adjustment

Salary adjustment for Herbert Madsen, Assistant Food Technologist, from $2,700 to $2,900, effective October 1. Amount of $150 required in 1943-44 to be provided from restricted funds in the Experiment Station.

Esther McKinney
Salary Increase

Salary adjustment for Esther McKinney, Accountant in the Experiment Station and School of Agriculture, from $2,470 to $2,670, effective October 1. Amount of $150 in 1943-44 to be provided from restricted funds in the Experiment Station.

W.A. Mann
Resignation

Resignation of William A. Mann, Associate Professor of Mechanical Engineering, effective September 30; and the appointment of Ellis M. Sims to replace him at same salary rate of $3,200, rank of Associate Professor, 10-months basis, yearly tenure, effective October 1. No change in budget.

Ellis Sims
Appointment

Bryant Williams
Appointment

Appointment of Bryant Williams as Assistant County Agent in Polk County at an annual salary rate of $2,760, rank of Instructor, 12-months basis, yearly tenure, effective September 16. This is a new position and necessary funds, amounting to $2,185 in 1943-44, are provided in the Director's Reserve.

Jay B. Long
Leave of Absence

Leave of absence without pay for military service for Jay B. Long, Assistant Professor of Fish and Game Management, effective October 15. Salary savings of $630.52 in Experiment Station funds to be transferred to the wage budget and $1,119.38 to revert to the Board's unappropriated fund.
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J. D. Sather
Appointment
Appointment of J. D. Sather as Research Assistant in the Experiment Station Department of Farm Crops at an annual salary rate of $2,400, rank of Instructor, 12-months basis, yearly tenure, effective October 1. This is a new position and requires a transfer of $1,800 from restricted funds in 1943-44.

W. L. Powers
Extension of Leave
Extension of leave of absence without pay, for Dr. W. L. Powers, Professor of Soils, from September 15, 1943 to March 15, 1944. The government of Venezuela has requested that Dr. Powers' services be continued. Salary saving of $1,279.16 in restricted funds to be transferred to the requisition budget and $970.74 unrestricted funds to revert to the Board's unappropriated fund.

D. D. Hill
Advancement
Advance of Dr. D. D. Hill, Professor of Farm Crops, to Head of the Department of Farm Crops, to replace George Hyslop, deceased, at the increased salary rate from $4,270 to $4,770, 12-months basis, indefinite tenure, effective October 1. Salary savings in the Experiment Station budget amounting to $2,411.60 to be transferred to the research budget of the Station and $1,956.30 in the instruction budget to revert to the Board's unappropriated fund.

Andrew Sobczyk
Cont. of Leave
Continuation of the leave of absence for Andrew Sobczyk, Associate Professor of Mathematics, from October 1, 1943 to July 1, 1944. Salary savings in the position of $2,602.50 to revert to the Board's unappropriated fund.

L. E. Harris
Salary Increase
Salary increase for L. E. Harris, Associate Professor of Farm Crops, from $3,000 to $3,600, effective September 1. Amount of $500 required in 1943-44 to be provided from Experiment Station funds.

D. B. DeLoach
Salary Increase
Salary increase for Dr. D. B. DeLoach, Professor of Agricultural Economics, from $4,470 to $4,670, effective October 1. Amount of $150 in 1943-44 to be transferred from the restricted fund wage budget.

Salary Increases for County Extension Staff, effective September 1.

Salary increases for the following county extension staff, effective September 1. Funds for the increases, amounting to $1,630 in 1943-44, to be met from the Director's Reserve:

- Walter C. Leth, Polk County, from $3,462 to $3,804.
- Palmer S. Tervend, Washington County, from $3,078 to $3,204.
- O. K. Beals, Josephine County, from $3,270 to $3,408.
- O. S. Fletcher, Lane County, from $4,074 to $4,200.
- P. T. Fortner, Baker County, from $3,678 to $3,804.
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J. J. Inskeep, Clackamas County, from $3,774 to $4,008.
George H. Jenkins, Coos County, from $3,774 to $3,900.
Victor W. Johnson, Lake County, from $3,474 to $3,600.
W. A. Sawyer, Harney County, from $3,306 to $3,408.
H. C. Smith, Lincoln County, from $2,874 to $3,060.
Rex Warren, Yamhill County, from $2,270 to $3,408.
L. C. Wright, Sherman County, from $2,934 to $3,120.

S. C. Jones
Salary Increase
Salary increase for S. C. Jones, Associate Professor of Entomology, from $2,767.40 to $3,000, effective October 1. Requires $150 in 1943-44 from the Federal Government and $24.45 from Experiment Station funds.

Addition of positions in the Library staff as follows:

Reference Librarian, New Position
Reference librarian, at the salary rate of $1,800, rank of Instructor, effective October 15. Requires a budget addition of $1,275 in 1943-44.

Engineering Room Librarian, New Position
Librarian for Engineering and Technology Room, at the salary rate of $1,650, rank of Instructor, effective October 15. Requires a budget addition of $1,168.75 in 1943-44.

Edouard Bourbousson
Appointment
Appointment of Dr. Edouard Bourbousson as Assistant Professor of French at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective October 1. Amount of $2,250 required in 1943-44 to be advanced by the Board with reimbursement to come from Army funds.

R. O. Sinnhuber
Appointment
Appointment of Russel O. Sinnhuber as Assistant Biochemist in the Seafoods Laboratory at Astoria at an annual salary rate of $2,670, rank of Assistant Professor, 12-months basis, yearly tenure, effective November 1. Amount of $1,780 required in 1943-44 to set up the position to be transferred from Experiment Station funds.

E. R. Jackman
Salary Adjustment
Salary adjustment for E. R. Jackman, Specialist in Farm Crops, from $4,374 to $4,524, effective November 1, to compensate him for added responsibilities. Amount of $100 required in 1943-44 to be provided from the Director's Reserve.

N. L. Bennion
Salary Increase
Salary increase for N. L. Bennion, Extension Poultryman, from $3,870 to $4,008, effective November 1. Amount of $92 required in 1943-44 to be transferred from the Director's reserve.

Salary increases for the following home economics workers in the counties and state office, effective November 1:

Lois Lutz
Salary Increase
Lois Lutz, Specialist in Home Management, from $2,874 to $3,000.
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Lucy Lane
Salary Increase
Lucy R. Lane, Specialist in Clothing and Textiles, from $2,874 to $3,000.

Ruth Crawford
Salary Increase
Ruth Crawford, Josephine County Home Demonstration Agent, from $2,778 to $2,898.

Nellie C. Lyle
Salary Increase
Nellie C. Lyle, Lane County Home Demonstration Agent, from $2,694 to $2,814.

Frances Clinton
Salary Increase
Frances Clinton, Marion County Home Demonstration Agent from $3,270 to $3,390.

Total amount of $408 required in 1943-44 for these increases to be transferred from the Director's Reserve.

Irva Brubacher
Girtha Price
Salary Increases
Salary increases for Irva Brubacher, Personnel Clerk in the Extension Service, and Girtha Price, Bookkeeper, from $1,800 to $2,016, each, effective October 1. Amount of $324 required in 1943-44 to be transferred from the Director's Reserve.

J.R. Beck
Salary Increases
Salary adjustment for J. R. Beck, now on leave of absence to serve as State Supervisor of Emergency Farm Labor Work, from $4,278 to $4,470, effective November 1. Funds for the increase will come entirely from Farm Labor funds on the Extension wage roll.

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

Martha L. Addy
Appointment
Appointment of Martha L. Addy as Assistant Professor of Education at the annual rate of $2,900, yearly tenure, 12-months basis, effective September 27, to replace Arta Lawrence, recently transferred to the position of Acting College Librarian. Amount of $2,094.12 provided in the budget and $113.02 to be transferred from the President's Salary Adjustment reserve in 1943-44.

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

Martha Addy
Resignation
Resignation of Martha Addy, Assistant Professor of Education, effective September 1; and the appointment of Margaret Brady to replace her at the same salary rate of $2,140.17, rank of Instructor, 9-months basis, yearly tenure, effective September 1. No change in budget.
A. Strange
Resignation
Resignation of A. C. Strange, Associate Professor of Education, on emeritus status, effective October 1. Salary savings of $125 to be transferred to the wage budget in the registrar's office, $250 to the general repairs budget of the institution and $350.62 to revert to the Board's unappropriated fund.

The Board approved the following personnel adjustment in the General Extension Division:

V. Peery
Appointment
Appointment of Mrs. Virginia S. Peery as Secretary of Summer Sessions at the increased annual rate from $1,670 to $1,800, 12-months basis, yearly tenure, effective October 1, to replace Ann-Reed Burns, resigned, effective September 2. Salary savings of $51.32 in 1943-44 due to the delayed appointment of Mrs. Peery to be transferred to the wage budget.

The Board approved the following adjustments in the State College Business Office and the Comptroller's Office as a result of the leave of absence for T. P. Cramer:

Funds available in the Business Office and Comptroller's Office budgets resulting from Mr. Cramer's leave: $3,133.63

Paul Walgren
Transfer
Transfer of Paul Walgren, Acting Assistant Comptroller in Charge of Accounts, 50% of his time to the Business Office as Acting Business Manager, with a salary increase from $4,020 to $4,500 and advance in rank to Professor, effective October 7. Requires: $352.26

E. M. Smith
Transfer
Transfer of E. M. Smith, Assistant Manager and Assistant Comptroller Emeritus, to 40% of his time in the Business Office and 10% in the Comptroller's Office, effective October 7. No change in salary rate of $2,135 for his half-time service.

Addition to wages in the Business Office for half-time clerical help, 12-months basis, at the rate of $62.50 per month, effective October 1: $562.50
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Addition to wages in the Comptroller's Office for a Junior Accountant, 12-months basis, at the rate of $2,400 for full-time service, effective October 1

1,800.00 2,714.76

Savings to revert to Board funds

$ 413.87

ADJOURNMENT

The Board adjourned at 11:10 a.m.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Secretary