Meeting #136 Pursuant to action taken by the Board at its March 14, 1944 meeting, the State Board of Higher Education met in regular session at the Benson Hotel, Portland, Oregon, on May 16, 1944.

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 Willard L. Marks
R. C. Groesbeck Robert W. Ruhl
Mac Hake Beatrice Walton Sackett
R. E. Kleinsorge E. C. Sammons
Edgar W. Smith

There were also present Chancellor Frederick M. Hunter; Dr. Charles D. Byrne, Secretary of the Board; Acting President Orlando Hollis 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 Radford 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 14, 1944, and approved the minutes of this meeting as they appeared in the docket.

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

"At the Finance Committee yesterday the Chancellor presented the annual operating budget for the fiscal year 1944-45. For the operation of the six institutional units, the General Extension Division and General Research and Centralized Activities and for the unrestricted portion of Federal Cooperative Extension and Agricultural Experiment Station, the total budget is $3,488,513.40. This represents a reduction of approximately $141,000 below the current operating level. In addition, certain reserves have been set up such as funds for equipment replacement, physical plant rehabilitation, the in-service teacher training program and summer session acceleration. An unappropriated emergency fund of $195,000 is also established. The committee calls attention to the fact that this reduction of $141,000 in operating level comes on top of $200,000 reduction in operating level last year. These reductions over the two-year period come as a
consequence of the large number of staff members of all the institutions who are on leave of absence for military or allied war service. The actual totals show that there are 173 staff members of professional rank who are now on leave, 123 of which are in military service and 50 of which are in service allied to the war effort. With this large number on leave there remains the necessary staffs at the several institutions to care for the reduced student enrollment which is anticipated for the next academic year.

"Because of the uncertainty of the termination of the war, it appears a matter of wisdom to set up a reserve for the next fiscal year to provide salary funds for those who may return from military or other war service. While it is impossible to set up a reserve large enough to care for all those on leave, should they return, the budget has provided for a $50,000 reserve for this purpose. Unless unforeseen developments take place, it is believed that this will be ample to take care of those who may return during the 1944-45 academic year.

"Following is a tabulation of the institutional budgets as recommended by the Chancellor and endorsed by the Finance Committee for adoption by the Board:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Oregon</td>
<td>$982,412.35</td>
</tr>
<tr>
<td>Oregon State College</td>
<td>1,366,413.75</td>
</tr>
<tr>
<td>Medical School</td>
<td>475,517.71</td>
</tr>
<tr>
<td>Ore. Coll. of Ed.</td>
<td>125,400.85</td>
</tr>
<tr>
<td>S. Ore. Coll. of Ed.</td>
<td>74,468.02</td>
</tr>
<tr>
<td>E. Ore. Coll. of Ed.</td>
<td>84,581.89</td>
</tr>
<tr>
<td>Federal Cooperative Ext.</td>
<td>96,411.20</td>
</tr>
<tr>
<td>Ag. Exper. Stations</td>
<td>85,975.10</td>
</tr>
<tr>
<td>General Extension</td>
<td>86,346.13</td>
</tr>
<tr>
<td>General Research</td>
<td>17,010.00</td>
</tr>
<tr>
<td>Centralized Activities</td>
<td>95,976.40</td>
</tr>
</tbody>
</table>

| Total Budgets                        | $3,488,513.40 |

The Committee is, therefore, recommending adoption of the budgets as presented by the Chancellor in the document entitled "Budget Summaries and Personnel Adjustments for the fiscal year ending June 30, 1945."

The Board approved the budget for 1944-45, including the recommended salary adjustments, as contained in the document "Budget Summaries and Personnel Adjustments for the fiscal year ending June 30, 1945."
Mr. Sammons continued the report of the Finance Committee as follows:

"The Executive Committee of the Board as an emergency matter acted upon a recommendation of State College officials for the sale of the old radio transmitter at Station KOAC for the sum of $3,500. The three members of the Executive Committee approved the sale of the equipment but deferred action on and referred to the Finance Committee the recommendations that the proceeds of the sale be set aside as a reserve to purchase additional equipment for KOAC. At the Finance Committee meeting yesterday President Strand presented recommendations that the funds be utilized for the purchase of an auxiliary power system for standby purposes and for the construction of a small residence at the station for the operator. The Committee is recommending that the proceeds of the sale be deposited in the Board's unappropriated fund and that recommendations for additional facilities for KOAC be given consideration as particular needs may arise."

The Board approved the recommendation of the Finance Committee with regard to the sale and disposition of proceeds of the old KOAC radio transmitter.

Mr. Sammons presented the following recommendation on the leasing of the Woodward property in Portland:

"Acting President Hollis presented to the Finance Committee a proposal received from an industrial concern to lease, with a purchase option, certain waterfront property in Portland. This property consists of approximately 7 acres, which is a part of the Woodward bequest to the University. The Committee is recommending to the Board that University officials be authorized to negotiate to lease the property, with the Executive Committee given power to act in approving the terms of the lease if it deems them satisfactory."

The Board approved the above recommendation on the leasing of the Woodward property.

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

"The Finance Committee, after hearing the reports of the Building Committee on the post-war building program and on the equipment survey, wishes to commend the Building Committee for its splendid work and to express its concurrence in the financial aspects of the two reports."

Dr. R. E. Kleinsorge, Chairman of the Committee on Buildings, Grounds and Capital Outlay, made the following presentation of a ten-year building program:
On September 14, 1943 the Building Committee was authorized by the Board to make a thorough survey of the building needs of the several institutions with the view of formulating a postwar building program. At a meeting of the Committee on October 18, a definite procedure was formulated for calling for the information from the institutions, and on October 20 the call for a list of institutional building needs was sent out to the executives. The call indicated that the reports of the institutions would be given consideration at the January meeting; thereby giving the institutions more than two months to frame their reports. At a Building Committee meeting on January 24 and 25, the institutional reports were thoroughly reviewed, each institutional executive having an opportunity to discuss his report with the Committee. The building requirements presented at that time totaled approximately $12,000,000.

Members of the Building Committee spent February 20 at the State College going over certain projects on that campus. Then at the time of the Board meeting on March 13 the Committee again studied and discussed the institutional reports. In the interim since the last Board meeting, the Committee held a two-day session on April 30 and May 1, visiting the University, the State College and the Oregon College of Education campuses and consulting with the executives of these three institutions. The chairman of the Committee has on a number of occasions discussed the Medical School program with Dean Baird and Mr. Couch. Thus over a period of six months the Committee and the institutional officials have been studying the building program. Your Building Committee is now ready to make its report and recommendations to the Finance Committee, and with its concurrence, to recommend adoption by the Board.

In its thinking in formulating the program, and in preparing this report, the Committee has followed the general principle, which appears to have received the general acceptance of members of the Board, of self-financing certain types of building projects such as student recreational and social centers and student living facilities through student building fees, dormitory revenues and gifts; and of expecting the state to finance through tax funds all classroom and laboratory facilities. The report, therefore, will be divided into two major sections, one listing the projects which can be financed within the resources of the Board and the institutions, and the other listing the building projects for which state appropriations should be sought from the legislature.

The Committee has further divided the second section—buildings to be financed from state sources—into five groups, each group representing a biennium. In accordance with the original plan, the program covers the anticipated building needs for a ten-year period. This procedure places the buildings in a rank order of relative importance from the standpoint of need and places in the first biennium those projects for which an appropriation should be sought at the 1945 session of the legislature. Actually all the projects listed in the first two bienniums and some of those listed in the third biennium will be sorely needed immediately upon cessation of the war because of the large anticipated influx of returning soldiers. However, the Committee felt that it should keep the requests for the first biennium reasonable, taking into consideration the requirements of other functions of govern-
ment and the resources of the State. At the same time, the Committee wishes to emphasize that there are no building requests in the entire report which cannot be justified, and that there are buildings in both the second and the third biennium which should be moved up into the first biennium if funds are available.

In this report, the requests of the institutions totalling approximately $12,000,000 have been reduced to $7,090,000. In this process of reduction, building projects were eliminated for which the institutions presented excellent cases. However, the Committee in its deliberations and decisions applied the criterion of absolute need, with emphasis on caring for the anticipated enrollment surge after the war and also providing research facilities that will aid industry in the post-war period. It is appropriate to point out that the program as submitted does not entirely represent future needs; but rather includes past needs which have not been met because of the failure of the state to provide funds for higher educational buildings over a long period of time. The fact is that no funds have been supplied from state sources for the past thirteen years. The last appropriations for higher educational buildings were made available in 1929 and 1931 and then only in the sums of $100,000. Such a starvation program would have been fatal to the institutions had it not been for the fact that the Board, during the depression period, was able to finance within its own resources a $3,000,000 building program with the aid of federal grants obtained through the Public Works Administration.

Self-Financing Projects

The recommended self-liquidating projects will be presented first, as follows:

University of Oregon

Student Union Building - - - - - - - - - - - - - - - - $700,000

This project was presented as the No. 1 need of the University. In the institutional report it was listed at a cost of $1,237,500 with approximately $450,000 to come from state appropriations or from a federal grant. This figure included land to be purchased for the site costing $82,500.

The Committee felt that the expenditure of such a sum for a Union Building could hardly be justified; furthermore, consistent with its principle of financing previously mentioned, it did not favor requesting state appropriations for the building. It was apparent, however, that to build the type of building that would serve the University in the future would require at least $900,000, including at least $100,000 for equipment. On a conservative basis it was evident that a project of $700,000 could be financed immediately after the war from the following sources:

Cash on hand from gifts, bookstore rentals, etc. - - - - - - - - $100,000
Prospective gifts - - - - - - - - - - - - - - - - 200,000
Loan serviced by student building fees - - - - - - - - 400,000
Total - - - - - - - - - - - - - - - - - - - - - $700,000

The project is included, therefore, at a figure of $700,000 with the understanding that in planning the building a cost estimate of not to exceed $900,000 can be used. Possible sources for the additional
$200,000 could well be additional gifts, a larger loan, or possibly a federal grant. The estimate of $400,000 for the loan is extremely conservative and it is very probable that if enrollment comes up to expectations a $500,000 loan can be easily financed, and possibly a $600,000 loan.

The location recommended by the University and approved by the Committee is the block immediately east of the president's former residence. All but two properties in this block are now owned by the University. The building will, however, extend southward over Fourteenth Street and in order to close Fourteenth Street it will be necessary to purchase two properties on the south side of Fourteenth Street. These four parcels of property are estimated to cost not to exceed $36,000. The Committee believes that the students and donors should not be required to purchase these properties.

It is, therefore, recommending immediate purchase of these properties from the Board's current funds. Three of the properties have good rentable houses on them and these rentals will accrue to the Board until the properties are needed for building purposes. Additional properties to the south will undoubtedly be necessary for parking areas in connection with the Union Building, but the Committee felt that it was not warranted in recommending the purchase of these additional parcels at this time.

Women's Dormitories Addition - - - - - - - - - - - - - - - - - - - - $250,000

This project includes the addition of kitchen and dining room facilities in Susan Campbell Hall, increasing the housing area one hundred percent in Susan Campbell and Hendricks Hall, and demolishing the present Mary Spiller Hall. This will increase the capacity for girls from 248 to 448. Since the University dormitory bonds will be paid off by October 1, 1947 this project can be safely financed from dormitory income.

Total Self-Financing, University - - - - - - - - - - - - - $950,000

Oregon State College

Pavilion and Physical Education Building - - - - - - - - - - - - - $500,000

This was ranked as the No. 1 project at the institution and is to include, in addition to a large court for basketball and assembly purposes, substantial physical education facilities, the remodelling of the old gymnasium to make efficient use of the space and to eliminate fire hazards, all necessary equipment, and grading, walks, and roadways. The Building is to be located on the site previously chosen by the institution and the Building Committee immediately south of the present gymnasium and connected therewith. There will be no difficulty in servicing a loan with student building fees to cover the cost of the project with a very substantial margin of safety.

Moving and Reconstruction of Intercollegiate Athletic Plant - - - - $260,000

This estimated cost includes $200,000 for the reconstruction of the athletic fields and stands and $60,000 estimated for the pur-
chase of a new site. The construction of the pavilion immediately south of the physical education building will encroach somewhat on the present athletic fields. Furthermore the area in the present football and baseball fields are necessary for intramural areas. It is proposed to move the athletic fields to a site south and across the tracks from the present intramural fields which lie south of the men's dormitory. Much of this area is in vacant lots and what buildings there are on the land are the low cost type. The Committee exhausted every possibility of locating the athletic field on land now owned by the institution, but institutional officials were insistent that no adequate area was available.

The Committee is recommending that the moving and reconstruction of the stands and the preparation of the fields and adjacent areas, including roadways, estimated to cost $200,000, be financed by the intercollegiate athletic board. It would be inappropriate for the state to finance such a project. The athletic board has at the present time a balance of approximately $50,000 and average earnings over a period of years indicate that a loan for the remainder could be serviced. It was felt that it would be inadvisable to require the athletic board to purchase the land for the site; the Committee is therefore recommending that the purchase price of this land, estimated at $60,000, be covered by institutional balances now on hand from unpledged building fees and from army facility use reserves. The land involved lies between Western Avenue and the railroad tracks.

New Units of Women's Dormitory $300,000

This was placed as one of the top projects by the State College officials because, even prior to the war, women's housing facilities were entirely inadequate. The site has not been determined but will either be east of Snell Hall or on the area west of the Women's Building as recommended in the Taylor campus plan. Funds are adequate to finance the unit through balances of approximately $100,000 on hand and whatever loan is required. The present dormitory bond issue at the State College will be completely paid off during 1947.

Total, Self-Financing, State College $1,060,000

Eastern Oregon College of Education

Men's Dormitory Unit $58,000

This project is an addition to the present Dorion Hall for women, utilizing Dorion Hall kitchen facilities. It would house approximately fifty men, and could be financed through a bond issue serviced from dormitory income from the two units.

Total Self-Financing, Eastern Oregon College of Education $58,000

GRAND TOTAL, All Institutions, Self-Financing $2,068,000
Projects To Be Financed From State Appropriations

As previously indicated the projects recommended for financing from state appropriations are divided into five groups, a group for each of five bienniums. Following is a list of projects recommended for the ten-year state-supported building program.

FIRST BIENNUM

University of Oregon

Classroom, Laboratory and Natural History Museum Building - - - - - - - $600,000

The University report requested $782,381 for this project. The Committee reduced the request to $600,000 which is to include $60,000 for scientific equipment, $40,000 for building equipment, and $15,000 to remodel space vacated in McClure and Deady for general classroom purposes. The building is to be located on a half-block west of Kincaid Street and slightly northwest of the present Art Museum. It will form the western terminus of an east-west campus axis, the eastern terminus being the Union Building. The University owns all of this half-block except one house and lot which is held by the Alumni Holding Company. The Committee is recommending that this house and lot be purchased immediately from current Board funds in order that the Alumni Holding Company will have these funds available to put into the Union Building. This building will provide approximately 127,000 square feet of space and will greatly relieve the laboratory and classroom pressures which are inevitable in the post-war period.

Total, First Biennium, University - - - - - - - - - - - - - - $600,000

Oregon State College

Agricultural Building - - - - - - - - - - - - - - - - - - - - - - $370,000

This project is to include offices, classrooms and laboratories for the agricultural departments now housed in the old agricultural building, such as farm crops, soils, horticulture, administration, agricultural extension, etc., the dairy manufacturing laboratories, and offices and classrooms for dairy and animal husbandry, and an estimated sum of $20,000 to convert released space in the present dairy building to general classroom purposes. The location of the building will be determined at a later date. The erection of this building will make possible the ultimate conversion of the present agricultural hall into a biology building and will release much classroom and laboratory space in the center of the campus for classroom and laboratory use for the biological sciences.

Electrical Engineering Wing - - - - - - - - - - - - - - - - - - - - - - $200,000

This is the first unit of a new electrical engineering laboratory costing $400,000. It will be the first step in relieving the terrific pressure for space in the School of Engineering and will be located immediately west of the Mines building and extending north toward Monroe Street.
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Industrial Building - - - - - - - - - - - - - - - - - - - - - - - - - - - $100,000

This building was listed for $162,000 in the College report but because of the nature of the construction proposed by Acting Dean Gleason, it was felt that $100,000 would be adequate for the present. This is to be a factory-type building serving, for the most part, industrial research chiefly in engineering, but also in forestry, agriculture and any other fields that may require this type of space. College officials proposed the purchase of a site across the railroad tracks from the heating plant for the structure; however, the Committee felt that the buildings should be located wherever possible on land owned by the institution. It is therefore recommending, with the concurrence of College officials, that the building be located immediately west of the present heating plant and on the east end of the present baseball field, which will be released when the athletic fields are moved to the new location. This location is ideal from the standpoint of proximity to the heating plant and railroad trackage.

Total, First Biennium, State College - - - - - - - - - - - - - - - - - - - - $670,000

Medical School

General Hospital - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - $750,000

The Medical School report requested $1,625,000 for a 400-bed University hospital. The Committee believes that this is impossible of immediate realization and is recommending $750,000 which would probably build at least a 200-bed hospital with the general services such as utilities, kitchens, surgeries, etc. for a larger unit. A unit of this hospital would be devoted to nervous and mental cases. Such a hospital is a very important teaching adjunct to the Medical School since it now has no facilities for clinical instruction in psychiatry, and has under its complete control no hospital for general medical, surgical and maternity cases. Adding a general hospital to the present facilities of the Out-Patient Clinic, the Doernbecher and the T.B. Hospital would round out the teaching hospitals of the institution. The Committee recommends, that accompanying this request to the legislature for funds for the hospital, there be submitted for legislative approval a bill providing permanent and continuing maintenance and operation appropriations for the hospitals. Such a bill would embody features which have proven successful in other states such as Minnesota, Wisconsin and Iowa. This in most instances involves joint support on a patient day basis from the state and the counties for indigent patients, with private patients paying their full hospitalization costs and medical fees. Dr. Baird and Mr. Couch are visiting a number of such hospitals in the country and will bring in recommendations on the provisions that should be incorporated in a legislative act.

Heating Plant and Laundry - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - $100,000

If a general hospital is added to the Medical School facilities, it will be necessary to provide a central heating plant for economical operation. A laundry has long been needed and the addition of a general hospital makes it a very vital service for the Medical School as a whole. It will easily pay for itself over a short
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Total, First Biennium, Medical School - - - - - - - - - $850,000

Oregon College of Education

Finishing Third Floor of Administration Building - - - - - - - $17,000

This project contemplates the completion of the third floor left in an unfinished state when the building was erected. It will provide several excellent classrooms and laboratories.

Total, First Biennium, Oregon College of Education- - - $17,000

Southern Oregon College of Education

Women's Dormitory - - - - - - - - - - - - - - - - - - - - - $100,000

This project is included in the first biennium on a conditional basis, contingent upon determination by the Board of its policy in going forward with the development of this institution as a teacher training center with supplementary lower division offerings. The present enrollment would not warrant such a dormitory; but the Committee feels that if the development of the institution is to go forward, a dormitory for girls is a prime essential. The proposed building would house approximately sixty girls. In making this recommendation for a state appropriation, the Committee has deviated from its general policy stated at the beginning of the report. However, such a small dormitory unit, which necessarily involves considerable overhead, could not be self-sustaining and retire bonds, and still keep the cost of board and room within the ability of the students to pay.

Total, First Biennium, Southern Oregon College of Education - - - - - $100,000

GRAND TOTAL, All Institutions, First Biennium - - - - $2,237,000

SECOND BIENNium

The following projects are recommended for the second biennium, funds to be requested from the legislative session in 1947. As previously indicated in this report, most of the projects listed in this biennium should not be deferred; but the Committee felt that it was a matter of wisdom to cooperate with the legislative assembly by extending the appropriation requests to meet the needs over a period of years.

University of Oregon

Addition to Music Building- - - - - - - - - - - - - - - - - - $75,000

This is a wing of wood construction extending to the north and matching the south wing of the present Music Building. The growth of the School of Music in the last few years has made facilities entirely inadequate and the anticipated growth will add to the problem.
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Villard Remodelling

This building is one of the old landmarks on the campus. The exterior is in a very sound condition. The project involves the removal of the two-story frame interior and the construction of a four-story concrete and steel interior. It will double the present usable area.

Total, Second Biennium, University - $175,000

Oregon State College

Completion of the Electrical Engineering Building - $220,000

This project includes $200,000 for completing the building listed in the first biennium and $20,000 to remodel the space in old Apperson Hall released when electrical engineering is removed from that building. It will be an extension north of the wing proposed in the first biennium.

Home Management House - $20,000

The State College has no home management house planned and built for that specific purpose. Providing such a facility has been too long delayed. With the large increase in enrollment in home economics, an additional house is needed immediately.

Agricultural Storage Building - $40,000

This is a one-story fireproof storage building to include facilities for handling, cleaning and grading of crops, an abattoir, and other necessary research storage space.

Total, Second Biennium, State College - $280,000

Medical School

Administration Building - $100,000

Administrative activities of the Medical School are scattered in several locations. A central administrative unit, located between the Medical School building and the Out-Patient Clinic building, has long been advisable. The building would house the dean's office, registrar's office, hospital administration, business office, crippled children's offices, state child guidance offices, and the necessary faculty rooms, telephone exchange, mail room and file room. It will release this space now used for offices, for badly needed classroom and laboratory facilities, and will make for greater efficiency of administration.

Total, Second Biennium, Medical School - $100,000

Oregon College of Education

Remodelling South Wing of Campbell Hall - $75,000
President Howard's first proposal was to remodel and expand the library facilities in the north wing of Campbell Hall. Because of the inflammable nature of this building, the Committee felt that such a proposal should be thoroughly investigated and requested the advice of an architect. Architect Stanton studied the situation and advised against any attempt to locate a permanent library in this building. He indicated that the cost of fireproofing the structure would be prohibitive and would cost more than a new library building. This building does have a great tradition behind it and could not be abandoned.

Therefore, the Committee is recommending that it gradually be renovated, remodelled and made safe for institutional use. The south wing houses on the second floor a large assembly room. Because this is a fire hazard for large student and public gatherings, the Committee feels that this is the first unit that should be improved. Architect Stanton suggested the removal of the second floor and placing the auditorium on the first floor. This would enlarge the present capacity of the auditorium, would provide adequate exits, and the stage and other facilities could be modernized. While some office and classroom space would be lost, this loss would be more than compensated by the project recommended for finishing the third floor of the administration building in the first biennium.

Total, Second Biennium, Oregon College of Education --- $75,000
GRAND TOTAL, All Institutions, Second Biennium--- $630,000

THIRD BIENNium

The following projects are recommended for the third biennium, funds to be requested from the legislature in 1949. Some of these projects should be moved to the second biennium if funds are available.

University of Oregon

Speech and Dramatic Arts Building --- $140,000

This project involves the construction of a frame building containing a small theater (300 seats), stage, theater workshops, dressing rooms, together with classrooms and offices for members of the speech and dramatic arts division. There is included approximately $27,000 for remodelling Johnson Hall, made necessary if the little theater is removed from that structure. The site is west and north of the present Music Building. The Committee requests that the University give consideration, in the planning of the Union Building, to the possibility of incorporating into the total Union Building plans a wing which might be added later that would provide the facilities incorporated in this speech and dramatic arts building. By so doing, it might result in a broader all-university use of such facilities as the theater, the workshops and other fine arts facilities.

Commerce Building Addition --- $100,000

This provides for the construction of a wing to the present commerce building extending northward which will provide space the equivalent
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of the present building. The space problem for the large School of Business Administration was a pressing one even before the war and will be serious in the postwar period.

Total, Third Biennium, University - - - - - - - - - - - - $240,000

Oregon State College

Fireproofing and Remodelling Central Wing Agricultural Building - - - - $140,000

With the removal of all the agricultural departments to a new building and conversion of the old agricultural building to a biology building, it is imperative that the central wing be completely remodelled into a fireproof interior for biology purposes. Such a project would eliminate much of the present extreme fire hazard in this large building by placing between the north and south wings a completely fireproof section. The estimate includes $100,000 for building construction and $40,000 for the necessary built-in laboratory equipment.

Food Industries Building Expansion - - - - - - - - - - - - - - - - $100,000

The heightened interest in food processing makes such an addition necessary. The project will provide for the extension of the present building to the west and north and the reconditioning of the present building to meet present modern sanitary standards. There is also included $20,000 for equipment. Because of the location of the building adjacent to the women's recreational area, the structure would ultimately be converted into a general classroom building.

Total, Third Biennium, State College - - - - - - - - - - - - $240,000

Medical School

Additional Wing to the General Hospital - - - - - - - - - - - - - - - - $150,000

This project would be an added wing devoted entirely to hospital beds. It would probably provide in the neighborhood of 150 additional beds inasmuch as the first structure would provide all the required general hospital services. This has been deferred by the Committee to the third biennium in order to give the Medical School an opportunity to demonstrate to the people of the state the value of a general hospital both to the instructional program and to state-wide service.

Total, Third Biennium, Medical School - - - - - - - - - - - - $150,000

Oregon College of Education

New Library- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - $150,000

The estimated figure includes $125,000 for a new library building and $25,000 for the renovating and remodelling of that portion of Campbell Hall in the north wing utilized at present for library purposes. This would provide fire-proof housing for a valuable library collection.
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Total, Third Biennium, Oregon College of Education - - - $150,000
GRAND TOTAL, All Institutions, Third Biennium - - - - $780,000

FOURTH BIENNium

The following projects are recommended as deferable for state appropriations until the fourth biennium.

University of Oregon

Oregon Building Addition and Remodelling - - - - - - - - - - - - - - - - $125,000

This consists of the construction of an addition extending north from the present building and equivalent in area to the present building. Considerable remodelling will have to be done in the old portion of the building.

Library Addition - - - - - - - - - - - - - - - - - - - - - - - $330,000

Two wings of the present building were left at the one-story level. The project involves the construction of two second-story wings and also a stack area equivalent to the present stack capacity.

Total, Fourth Biennium, University - - - - - - - - - - - - - - - - - $455,000

Oregon State College

Physical Plant Shops - - - - - - - - - - - - - - - - - - - - - - - $120,000

At the present time the plant shops at the State College are located in the engineering area and will ultimately have to be moved. This project is a warehouse type of building providing the necessary physical plant shops and also garage and storage space for the entire institution. The site for this structure remains to be determined.

Agricultural Engineering Building - - - - - - - - - - - - - - - - - $200,000

The agricultural engineering department at the present time is housed in a building located in the general classroom area of the campus. The erection of a new building for agricultural engineering would release the present building for general institutional classroom purposes and provide more adequate facilities for the instructional and research work in agricultural engineering. It would be of factory type construction with an implement and storage shed at the rear. The location of the new building has not been determined.

Total, Fourth Biennium, State College - - - - - - - - - - - - - - - - - $320,000

Oregon College of Education

Remodelling Training Schools - - - - - - - - - - - - - - - - - - - - $5 000

The present training schools at Monmouth and Independence, and particularly the former, are in need of certain remodelling to bring them up to modern standards. Expansion is not contemplated.
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Total, Fourth Biennium, Oregon College of Education - - - - - - - - - $50,000

Eastern Oregon College of Education

Library and Administration Building - - - - - - - - - - - - - - - - - - - - - $100,000

This would be the first unit of a building housing the library and administrative offices, thereby releasing space in the present building for classrooms and laboratories. The location of the building would be southwest of the present administration building and across the street and slightly north of the Ackerman Training School. Whether funds for this project would be requested from the legislature would depend on the development of the institution and its patronage in the postwar period.

Total, Fourth Biennium, Eastern Oregon College of Education - - - - - - - - - - - - - - - - - - - - - - $100,000

GRAND TOTAL, All Institutions, Fourth Biennium- - - - - - - - - - $925,000

FIFTH BIENNIAL

The following projects are recommended for the last two years in the ten-year program:

University of Oregon

Condon Hall Addition- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - $175,000

This involves the construction of a south wing to Condon Hall to provide adequate and modern quarters for certain of the social sciences. It includes approximately $12,000 for classroom and laboratory equipment.

Total, Fifth Biennium, University - - - - - - - - - - - - - - - - - - - - - - $175,000

Oregon State College

Home Economics Wing - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - $150,000

The Committee studied the home economics situation very carefully and came to the conclusion that additional space was not needed immediately because a substantial portion of the present building is occupied by other departments. With the concurrence of Dr. Strand, an added wing was, therefore, deferred to the fifth biennium. The Committee did find that modernization of the present laboratories to bring them up to reasonable standards was imperative. The Committee therefore approved Dr. Strand's proposal to modernize those laboratories which will be permanently located in the present wing. Dr. Strand indicated that this improvement could be done as soon as the necessary equipment and materials were available within their present budget.

Additional Wing on Present Agricultural Engineering Building - - - - $25,000
This project involves remodelling and completion of the present agricultural engineering building and conversion of it for speech and education purposes. This will release space in the present education building for the expansion of mathematics and geology in that building, and will make it possible to move the speech department from Sheppard Hall which will eventually have to be abandoned.

Total, Fifth Biennium, State College - - - - - - - - - - - - $175,000

Southern Oregon College of Education

Library and Classroom Building - - - - - - - - - - - - - - - - - - $100,000

This structure would be a combined library and classroom building. It would be located east of the present main building and opposite to the present physical education building in the campus semicircle. Final request for this building would be dependent on the postwar patronage of the institution and the Board's plan for its future development.

Total, Fifth Biennium, Southern Oregon College of Education - - - - - - - - - $100,000

GRAND TOTAL, All Institutions, Fifth Biennium - - - - - - - - - $450,000

The recommendations for buildings in the program just outlined total $7,090,000 of which $2,068,000 is self-financing and $5,022,000 is proposed for legislative requests over five consecutive bienniums. The total of the requests for the first biennium amounting to $2,237,000 is the largest of the five bienniums. This is understandable when one considers that there has been a backlog of building needs for at least a decade, and when it is considered that a peak load on the institutions will come immediately after the cessation of war. The institutions must be prepared to provide the necessary facilities. The remainder of the program is dispersed fairly evenly through the other four bienniums. The entire self-financing program would probably be launched as soon as construction is possible, thereby providing immediate relief to institutional pressures and creating a substantial reservoir of construction work for the immediate postwar period. This self-financing program added to the projects proposed for the first biennium from state appropriations would give a grand total of immediate postwar construction amounting to $4,305,000.

Necessarily, the Committee had to eliminate some of the building projects submitted by the institutions. Some of these projects such as the auditorium and the library addition at the State College, and the Armory and the Pioneer Museum Building at the University were recognized as having considerable merit, but their inclusion in the ten-year program was not justified, applying rigidly the criterion of need. Likewise certain minor projects at all the institutions, such as utility improvements, smaller structures such as the gymnasium addition at the Eastern Oregon College of Education and the remodelling and renovating of Todd Hall at Oregon College of Education, were not included; not because they were considered unworthy but because it was felt that they could be financed from institutional budgets or self-financed over a period of years. The additions to the men's dormitories at both the State College and the University were also left out of the self-financing program. These projects were placed below the need for women's dormitories at
both institutions. It was the thought of the Committee that these additions to men's dormitory facilities could be authorized when the need was definitely established and as resources of the dormitories reached a point where they could safely be financed.

**Correlary Recommendations**

1. The Committee recommends that the institutions be authorized to proceed in preparing preliminary plans and secure accurate estimates of costs on all of the recommended self-financing projects and on those state-supported projects that are recommended for appropriations in the first biennium. Upon approval of these preliminary plans and cost estimates by the Building Committee, further authorizations for preparation of detailed plans, working drawings and specifications will be granted.

2. The Committee recommends that the institutions be directed to nominate architects for the projects mentioned in No. 1 above with terms and architects' contracts to be subject to the approval of the Building Committee and the Board. In the case of the Union Building at the University, the Committee suggests that a consulting architect, who is a specialist on such buildings, be associated with whatever local architect is chosen.

3. The Committee recommends that preliminary payments for architects' services as set forth in No. 1 above be paid from current Board funds on all tax-financed projects and from project funds on those that will be self-financing.

4. The Committee recommends that the institutions be authorized to negotiate immediately for the following land required for sites, with recommendations on prices and final authorization for purchase to be subject to the approval of the Finance Committee and the Board:

   - University Union Building site; lots 8 and 9, block 8 and lots 1 and 10, block 9, University Addition; estimated cost $36,000; to be financed from current Board funds with the rental income on the houses to accrue to the Board funds until the properties are needed for building purposes.

   - University Classroom and Laboratory Building site; north half of lots 7 and 8 in block 1 in Kincaid Addition now owned by Alumni Holding Company; estimated cost $12,500; to be financed from current Board funds with the rental income to accrue to the Board funds until the property is needed for the building.

   - State College Athletic Field site; twenty parcels lying between the railroad tracks and A Street and fourteen parcels lying between A Street and Western Avenue; estimated cost $60,000; to be financed from institutional balances now on hand in unpledged building fees and from army facility use reserves; salvage funds and rental income to accrue to the fund financing the purchase of the properties.

   - State College Agricultural Mall Extension; three lots facing on Orchard Street to make possible opening up the agricultural mall to Thirtyfifth Street; estimated cost $3,000; to be financed from current Board funds, and rental, if any, to accrue to Board funds.

5. There was some uncertainty at the State College in regard to the location of some of the new structures proposed in the ten-year building program. In order to avoid the possibility of mistakes that would be costly in the future development of the State College, the Committee is recommending that landscape architect Taylor, who
was the author of the Taylor-Olmstead Plan, be brought to the State College campus for consultation and recommendations on any revisions that should be made in the approved State College plan, with particular reference to the location of the buildings recommended in this ten-year program. The Committee recommends that the Board authorize whatever funds are necessary to cover this consulting service.

6. Apart from the building program, President Howard has recommended the purchase of three lots, on one of which there is a three-apartment dwelling. These lots lie immediately south and southwest of the present administration building and, with one lot recently purchased, would square out the campus in that particular direction. The property can be purchased for $6,500. The Committee inspected the property on its most recent visit to the campus and feels that this is an exceptionally good purchase price because the apartments are now renting for $110 per month. Assuming an average of $25 per month for the three apartments, the project would be self-liquidating in slightly over ten years. All equipment goes with the apartments. The Committee therefore is recommending immediate purchase of these three parcels with the funds for the purchase to be supplied by the endowment pool with interest at four percent.

7. The Committee recommends, with the concurrence of the Finance Committee, the adoption of this report.

8. If the Board approves the report, it is recommended that the ten-year program be presented to the Governor's Committee on Postwar Readjustment and Development for its endorsement. It is also recommended that the building appropriations requested for the first biennium, totaling $2,237,000 be incorporated into the biennial budgetary request submitted to the Governor and the Legislature.

The Board approved the report of the Building Committee on the ten-year building program, including the specific recommendations contained therein, and authorized the appropriation of funds as called for in the report.

Dr. Kleinsorge concluded the report of the Committee on Buildings, Grounds and Capital Outlay as follows:

REPORT OF THE BUILDINGS, GROUNDS AND CAPITAL OUTLAY COMMITTEE ON THE EQUIPMENT SURVEY

"At the same time that the Board authorized a ten-year building survey, there was also authorized an equipment survey. The institutions were requested by the Chancellor's office to gather from the departments itemized lists of needed equipment, these lists to cover both replacement of obsolete equipment and new equipment needed to bring instructional work up to standard. The institutional executives were asked to eliminate unnecessary duplications in these requests, dis-
card those items not deemed vital, and arrange the equipment in the order of purchase preference, from the standpoint of the entire institution. These institutional reports were considered by the Building Committee at a meeting on December 13. At that time the lists submitted totalled approximately $677,000. Of this amount $667,000 was submitted by the State College, which represented the total requests as submitted by the several departments of the College. The Committee asked State College officials to re-study the list from the viewpoint of the institution as a whole, eliminating items that could not be justified, and arranging the list in the order of purchase preference. The revised list submitted by Dr. Strand totalled $185,000.

*The revised summary of this equipment survey totalled $430,820 with the following institutional distribution:

University of Oregon. $130,131
Oregon State College. 185,062
Medical School. 42,271
Oregon College of Ed. 15,557
Eastern Oregon Coll. of Educ. 21,331
Southern Oregon Coll. of Educ. 7,600
General Extension 22,070
Comptroller 5,798

Total $430,820

Of this amount, about fifty percent represented scientific and laboratory equipment. The other fifty percent was composed of office and classroom furniture, typewriters, business equipment, physical plant and dormitory equipment, and miscellaneous items.

*In arriving at the amount which should be requested from the legislature for equipment, the Committee first eliminated the items requested for such self-sustaining activities as the dormitories, health services and presses. These departments, under Board policy, operate within their own resources and should purchase needed equipment out of their own resources. In reviewing the lists, the Committee also noted some unwarranted duplication between departments and between institutions; some items were included which could not be justified before a legislative body; in some classes of equipment, such as typewriters, microscopes, files, etc. there were larger quantities requested than appeared justifiable in the immediate postwar period. It was felt that these classes of items, totaling approximately $77,000 should be eliminated.

*In reviewing the ten-year building program, the Committee discovered that some of the equipment was partially duplicated in the building requests, and these duplicated items, totaling $40,862 have also been eliminated.
"For the past two years it has been impossible, because of the war emergency, for the institutions to purchase the normal equipment replacements; as a result the institutions have built up institutional equipment reserves from their normal equipment budgets. There have also been built up through army depreciation charges, equipment reserves at those institutions having military programs. These two types of reserves at the close of the current biennium are estimated conservatively at $50,000. To arrive at the program which should be presented to the legislature, the following calculation is made:

Total equipment needs submitted in survey — — — $430,820
Deduct equipment for self-sustaining dormitories, health services and presses — — — — — — — $41,581
Deduct duplicated and questionable equipment items — — — — — 76,840
Deduct equipment duplicated in building program — — — — — 40,862
Deduct amount of equipment purchasable through institutional reserves — 50,000

Total deductions — — — — $209,283
Net amount required — — — — — — — $221,537

The Committee recommends that this be rounded off to a figure of $220,000 as a request to the legislature. In recommending this to the Finance Committee and the Board, the Committee recognizes that all Board members are thoroughly familiar with this equipment situation, and hence no extensive arguments will be presented. The Committee does, however, wish to call attention to the following factors that have tended to bring about a depleted state of the equipment at the several institutions over a period of years:

1. The constant pressure of student enrollment growth has made it necessary to use most of the normal equipment funds available over a period of twenty years for additional equipment rather than replacement of obsolete equipment. As a result, there is in use in many of the departments, particularly the scientific, technical and professional divisions, such as agriculture, architecture, engineering, home economics, music and science, equipment which is tragically out-of-date.

2. During the depression years when the higher educational appropriations were greatly reduced, drastic curtailment was necessary in the normal equipment budgets to make possible the balancing of budgets without making severe inroads on the instructional staff. This resulted in a damming-up of the normal replacement of equipment as it was worn out through use.
3. For the past three years it has been impossible, because of the war emergency, to purchase most types of scientific and laboratory equipment, resulting in a further backlog of required replacement.

4. And, finally, in anticipation of caring for the great influx of students in the postwar period, it will be necessary to add greatly to the quantity of laboratory equipment in order to efficiently care for the student load.

"The Committee believes that the amount requested above is conservative, and the assembled lists of equipment, after the eliminations made by the procedures outlined above, will be effective arguments for presentation to the legislature. It, therefore, recommends with the concurrence of the Finance Committee, adoption of this equipment report. If the Board approves the report, it is recommended that an appropriation request of $220,000 for equipment be incorporated as a special item, above and beyond the normal equipment budgets, into the biennial budget submitted to the Governor and the Legislature."

The Board approved the report of the Committee on the equipment survey and authorized the incorporation of a special item of $220,000 for equipment in the biennial budget.

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

- University of Oregon
- Oregon State College
- Oregon College of Education
- Southern Oregon College of Education
- Eastern Oregon College of Education

Edgar W. Smith
Beatrice Walton Sackett
R. C. Groesbeck
Robert W. Ruhl
Mac Hoke

Mr. Marks presented a letter from Harry Daniel, President of the Oregon Humane Society regarding the animals used for experimental purposes at the Medical School. He reported that this matter had been taken care of by the Medical School officials and turned the communication over to the Secretary to be filed.

Dr. Byrne presented a communication from H. A. Lindgren, Secretary-Treasurer of the Western Oregon Livestock Association, transmitting a resolution adopted by that Association regarding the six-year program for the improvement and development of livestock and livestock facilities at Oregon State College Agriculture Experiment Station at Corvallis. At the Chancellor's request and with the approval of the Board, this communication was turned over to the Committee on Agricultural Extension Service and Experiment Stations for its attention.

Chancellor Hunter reported to the Board that following an inspection by representatives of the American Association of Teacher's Colleges, the three Colleges of Education were fully accredited by the American
Association of Teacher's Colleges as four-year degree granting institutions.

SLOAN FOUNDATION GRANT

The Chancellor informed the Board that Eastern Oregon College of Education has been selected by the Sloan Foundation as one of a group of institutions to receive a grant to be used to pursue a study of community curriculum needs in its particular area. The grant required that the President of the institution and the Coordinator of the project visit existing Sloan Foundation projects in Vermont, Kentucky and Florida, with expenses to be paid by the Foundation. Accordingly, Dr. R. J. Maaske and Mr. J. W. Miller, Coordinator, visited these projects and Dr. Maaske gave a brief report to the Board.

PROPERTY OF MARINE BIOLOGY USED BY ARMY

The Chancellor reported that Mr. Bork had received notice that the Army has vacated the property of the Institute of Marine Biology and had requested that representatives of the System meet with Army Engineers and negotiate a final settlement in accordance with the terms of the lease. The Chancellor recommended that Dr. Byrne and Mr. Traver be instructed to inspect the property and make whatever arrangements are necessary in concluding the lease. The Board approved the Chancellor's recommendation and instructed Dr. Byrne and Mr. Traver to handle the matter.

INSTITUTE OF INTER-AMERICAN AFFAIRS

At the March 14 meeting of the Board, a grant of $1,000 was accepted from the Coordinator of Inter-American Affairs to establish state-wide institutes in the field of Inter-American relations. The Chancellor reported that to date five such institutes have been held with a total attendance of approximately 1400. These institutes were organized under the leadership and guidance of Professor Beattie, Acting Dean and Director of General Extension. Professor Beattie stated that the institutes have been so successful that he has received many requests to hold more institutes this fall.

REPORT ON IN-SERVICE TEACHER TRAINING

At the December 14, 1943 meeting of the Board $1,500 was approved for the purpose of conducting in-service teacher training institutes on the elementary and secondary level. The Chancellor reported that 15 such institutes have been conducted throughout the State and that many letters have been received by Superintendent Putnam commending these series of institutes. A recommendation for the continuation of this in-service program will be presented at a later date.

GIFTS

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

University of Oregon

Gertrude B. Warner

Gift of $2,500 from Mrs. Gertrude Bass Warner, of Eugene, to be used to pay the expenses of Dr. John C. Ferguson, of Peking, China, to come to the University of Oregon and make a careful examination of all Chinese paintings in the Murray Warner collection and to cover other expenses that might arise in connection with having the paintings catalogued.
State College

Mutual Wholesale Drug
Gift of $100 from the Mutual Wholesale Drug Company, of Portland, for a scholarship in the School of Pharmacy.

Nutrition Foundation
Grant of $3,600 from the Nutrition Foundation, Inc., of New York City, for financing research on vitamins by Dr. V. H. Cheldelin.

Mrs. E. A. Cummings
Gift of $110 from Mrs. E. A. Cummings of Corvallis, to establish annual scholarships of $50, $30, $20 and $10 respectively to the man student of highest standing registered as a regular student in the Senior, Junior, Sophomore and Freshman year. Mrs. Cummings will contribute a like amount each year to perpetuate the scholarship in the memory of her late husband, Edward A. Cummings.

Medical School

Office of Scientific Research and Development
Grant of $7,100 from the Office of Scientific Research and Development for research to be done under the direction of Doctors David and West.

American Legion
Gift of $250 from the American Legion Auxiliary to the Department of Nursing Education to provide financial aid to two pre-nursing students now on the Oregon State College campus.

Hood River County Health Association
Gift of $100 from the Hood River County Health Association to the Doernbecher Memorial Hospital, as an expression of appreciation for the "prompt service and consideration it has given Hood River County cases."

American Medical Association
Gift of $200 from the American Medical Association for assistance in conducting a research project in the Department of Anatomy under the direction of Mr. Archie Tunturi, Graduate Assistant.

Eastern Oregon College of Education

Gifts of scholarships and prizes totaling $1,656 as follows:

Frank L. Ralston
From Dr. Frank L. Ralston, La Grande, $100 for an outstanding candidate for the Bachelor of Science degree in Elementary Education for 1944-45.

R. J. Green
From R. J. Green, Circuit Court Judge, La Grande, $75 for an all-tuition freshman scholarship for a worthy pre-law student.

Henry L. Hess
From Henry L. Hess, Attorney, La Grande, $74 to be used for a scholarship.
Mr. and Mrs. George Tiss  From Mr. and Mrs. George J. Tiss, La Grande, $74 for an all-tuition freshman scholarship for a worthy, qualified music student.

La Grande Elks Lodge From the Elks Lodge, #433, La Grande, $740 for ten all-tuition college freshmen scholarships for 1944-45.

Mr. and Mrs. C. Berry From Mr. and Mrs. Claude Berry, La Grande, $74 for use as an all-tuition freshman scholarship.

W. F. Craig From Mr. W. F. Craig, Enterprise, $74 for an all-tuition scholarship.

F. J. Lottes From Mr. and Mrs. F. J. Lottes, La Grande, $74 for a worthy qualified science or mathematics student.

La Grande Evening Observer From the La Grande Evening Observer, $74 for a worthy pre-journalism student.

Snodgrass Funeral Home From the Snodgrass Funeral Home, La Grande, $74 for an all-tuition scholarship.

R. F. Tyler From Mr. R. F. Tyler, La Grande, $75 for an all-tuition scholarship.

La Grande Eagles From the La Grande Aerie #259 Fraternal Order of Eagles, $148 for two all-tuition freshman scholarships.

ION LEWIS SCHOLARSHIP MANAGING COMMITTEE In accordance with the request of Irving J. Smith, Secretary of the Oregon Chapter of the American Institute of Architects, the Board approved the names of the following men as nominees to the Ion Lewis Scholarship Managing Committee:

- Hollis E. Johnston to succeed himself for the two-year term expiring October 2, 1944; appointment to be retroactive to October 2, 1938.

- A. Glenn Stanton to succeed himself for the four-year term expiring October 2, 1946; appointment to be retroactive to October 2, 1938.

- Clarence H. Wick to succeed Hollis E. Johnston for the two-year term starting October 2, 1944 and expiring October 2, 1946.

These nominations are to be retroactive because of an inadvertence on the part of the Institute in failing to nominate when the terms expired on October 2, 1938.

NAMING OF PROPOSED STUDENT UNION BUILDING The Board approved the recommendation of Acting President Hollis that the proposed Student Union Building at the University be called "Erb Memorial Union Building" in honor of the late President Donald M. Erb. Dr. Hollis reported that this would meet with the general approval of the students, alumni and faculty.
### ADDN. TO DEAN OF SCIENCE BUDGET

The Board approved the addition of $75 to the Dean of Science budget at the State College from the Board's unappropriated fund to aid in financing the Biological Colloquium.

### ADDITION TO SPEECH DEPT. BUDGET

The Board approved the addition of $150 to the wage budget of the Speech Department at the State College to employ part time assistance in the stagecraft program of the department, replacing Professor D. Palmer Young, on military leave. Requires $150 in 1943-44 from the Board’s unappropriated fund.

### BUILDING AT HOOD RIVER BRANCH EXPERIMENT STATION

The Board approved a program of building at the Hood River Branch Experiment Station as follows:

- Two small residences to be used as living quarters for employees of the station. These are one-story structures, 30 x 25, with full basements. Bids have been received, with a low bid at $3,360 each.

- A machinery shed to store some of the expensive machinery used on this station, size 20 x 48, low bid $1,375.

The total cost of this building program will be $8,095. There are sufficient funds in the miscellaneous sales account of the Hood River Branch Experiment Station to cover the cost.

### INSTALLATION OF ACOUSTICAL MAT. AT MED. SCHOOL

The Board approved the transfer of not to exceed $1,600 from the Surplus Fee Income account of the Medical School for the installation of acoustical material on the ceilings of the faculty and the women's dining rooms at the Medical School.

### ADDITION TO PORT. CENT. AND CORRESP. STUDY BUDGETS

Due to increased interest in extension work through correspondence study and Portland classes, expenses have exceeded the estimated costs in both budgets. Accordingly, the Board approved the addition of $3,000 to the Portland Center budget and $1,000 to the Correspondence Study budget to cover the additional expenses. These additions will be more than covered by the increase in fee receipts.

### ADDITION TO PHOTOGRAPHIC SER. BUDGET

The Board approved the addition of $600 to the wage budget and $226.30 to the equipment budget of the Photographic Service Department. Funds for this addition are to be transferred from income balances on hand.

### INSTITUTE OF INTER-AMERICAN AFFAIRS

At the March meeting, a grant of $1,000 was accepted from the Coordinator of Inter-American Affairs for conducting an educational Institute of Inter-American Affairs. The provisions of this grant call for the State System of Higher Education to match the grant with an equal amount. The Board appropriated $1,000 to match this federal grant.

### STATE TUBERCULOSIS HOSPITAL BUDGET

The agreement entered into with the Board of Control for the management of the University State Tuberculosis Hospital provided that the Hospital budget would not be considered a part of the State Board of
Higher Education institutional budgets. The approved procedure calls for the Board of Higher Education to merely approve the budget of the Hospital as to reasonableness within funds appropriated by the Legislature. Dean Baird assembled the following budget for the fiscal year 1944-45:

- Salary budget: $27,060.00
- Wages: $48,688.00
- Materials and Expense: $63,842.50
- Travel: ---
- Equipment: $965.00
- Total: $140,555.50

The budget total is within the income and the Board authorized Dean Baird to submit this as the official budget to the proper state officials.

BUD. ADDITION TO CLOTHING AND TEXTILES DEPARTMENT

The Board approved an addition of $400 to the Clothing and Textiles Department budget at the State College to be used for the purchase of materials, in order that a more suitable selection of materials for the construction of garments will be available to the clothing students. Requires $400 in 1943-44 from the Board's unappropriated funds which will be covered by a corresponding increase in sales income.

REPLACEMENT OF STEAM LINES

Acting President Hollis reported that certain steam lines on the newer portion of the campus are badly in need of replacement and that the installation of certain steam line returns in the same section will result in heating economy. The estimated cost of this work is $13,384 and materials are available. The Board approved an appropriation of not to exceed $13,384 for the work and the employment of F. W. Horstmann, Heating Engineer, to prepare the necessary plans and specifications for the installation.

PERSONNEL

The Board approved the following personnel adjustments at the University:

- E. G. Moll, replacing C. V. Boyer: Appointment of Professor E. G. Moll as acting head of the Department of English, to replace Dr. C. V. Boyer on sick leave for the spring term, effective March 23. No change in salary.
- Ralph Heustis, replacing Harry Yocum: Appointment of Dr. Ralph Heustis as acting head of the Department of Biology, to replace Dr. Harry B. Yocum on sick leave for the spring term, effective March 23. No change in salary.
- Willis Warren: Leave of absence without pay for military service for Willis Warren, Acting Librarian, effective May 1; and the appointment of Clarice Krieg as Acting Librarian, rank of Assistant Professor, effective April 11, for the balance of the fiscal year, with additional compensation of $67.50 for the three months period. Salary savings of $444.17 to be transferred to wages to employ substitute assistance.
**Meeting #136 - 27**

May 16, 1944

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>Howard Hobson</strong></td>
<td>Sabbatical leave on half salary for Howard A. Hobson, Assistant Professor of Physical Education and Head Basketball and Baseball Coach, from July 1, 1944 to June 30, 1945, for the purpose of carrying on advance study toward the Doctor of Education degree. The sabbatical leave reimbursement will be $948.60 from Physical Education and $1,686.40 from Athletic Board. Savings of $948.60 in Physical Education funds to be transferred to wages to employ substitute assistance.</td>
</tr>
<tr>
<td><strong>L. L. Ray</strong></td>
<td>Appointment of Leonard Leon Ray as Special Lecturer in the School of Law for winter and spring terms at a salary of $500 for two terms, effective December 28, 1943. Mr. Ray's services are required because of absence on leave of four Law School staff members. Funds are available in the Law School salary budget. The Board approved the following personnel adjustments at the State College:</td>
</tr>
<tr>
<td><strong>S. M. Watt</strong></td>
<td>Salary adjustment for Susan M. Watt, Reference Assistant in the Library, from $1,700 to $1,860, 12-months basis, rank of Instructor, effective April 1. Amount of $40 required in current year to be transferred from the Institutional Salary Adjustment Reserve.</td>
</tr>
<tr>
<td><strong>H. N. Colman</strong></td>
<td>Salary adjustment for H. N. Colman, Superintendent of Official Dairy Testing, from $2,520 to $2,970 and restoration to 12-months status, rank of Assistant Professor, effective July 1, 1943. Amount of $450 required in 1943-44 to be provided from the Board's unappropriated fund.</td>
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<tr>
<td><strong>Mrs. Adelaide Simpson</strong></td>
<td>Appointment of Mrs. Adelaide Simpson as Secretary of the School of Forestry, at the annual salary rate of $1,800, effective March 20, 1944, replacing Mrs. Myrth Coyle, resigned February 22, 1944. Salary savings of $22.11, due to delay in securing substitute assistance will revert to the Board's unappropriated fund.</td>
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<td><strong>Mrs. Coyle</strong></td>
<td>Leave of absence without pay for military service for D. Palmer Young, Associate Professor in the Department of Speech, effective March 17. Salary savings of $440.67 to revert to the Board's unappropriated fund.</td>
</tr>
<tr>
<td><strong>D. P. Young</strong></td>
<td>Leave of absence without pay for D. Palmer Young, Associate Professor in the Department of Speech, effective March 17. Salary savings of $440.67 to revert to the Board's unappropriated fund.</td>
</tr>
<tr>
<td><strong>C. Walker</strong></td>
<td>Transfer of 85% of the time of Clyde Walker from present position as Extension Agricultural Engineer to farm labor work, effective April 1, no change in salary. The salary funds amounting to $822 released from the Extension budget to be transferred to wages in the same budget.</td>
</tr>
<tr>
<td><strong>P. C. Hammer</strong></td>
<td>Leave of absence without pay for P. C. Hammer, Assistant Professor in the Department of Mathematics, for a period of 6 months, effective April 9, 1944 to accept a position with the Lockheed Aircraft Corporation of Burbank, California. Salary savings of $239.17 to revert to the Board's unappropriated fund.</td>
</tr>
</tbody>
</table>
H. S. Madsen
Resignation
Resignation of Herbert S. Madsen, Assistant Food Technologist and
Assistant Chemist, effective March 20, 1944. Salary savings of
$810.79 to be transferred to the wage budget to employ substitute
assistance.

F. L. Ballard
Leave of
absence
Leave of absence without pay for F. L. Ballard, Professor and
Editor of Agricultural Extension publications, effective March 1
and his transfer to War Food Production and Conservation work as
State Supervisor at his present annual salary rate of $4,272.
Salary savings of $1,424 in the Extension budget to be transferred
to the Director's Reserve.

J. L. Fairbanks,
Sab. Leave
Sabbatical leave on full pay for Professor J. Leo Fairbanks of
the Department of Art and Architecture, from April 11 to June 30
for rest and recuperation.

F. M. Shideler
Leave of
absence
Continuation of leave of absence without pay for Fred M. Shideler,
Associate Professor of Journalism, for the remainder of the current
year with salary savings of $716.50 in the Journalism budget and
$174 in the News Bureau budget to revert to the Board's unap-
propriated fund; and the appointment of Mr. Shideler as Information
Assistant on Emergency Farm Labor and War Food Production work at
an annual salary rate of $3,570, effective April 10. Funds for
this appointment to come entirely from Farm Labor and War Food
Production funds.

L. Q. Larse,
Leave of
absence
Leave of absence without pay for Lloyd Q. Larse, Associate Pro-
fessor in the Division of Business and Industry, effective at the
close of the second term to accept an appointment as Placement
Supervisor in the Emergency Farm Labor Program at a salary of
$275 per month, effective April 1. Salary savings of $239.17 in
the Division of Business and Industry to revert to the Board's
unappropriated fund. Funds for the appointment as Placement
Supervisor to come entirely from Emergency Farm Labor funds.

Mr. R. Lewis
Extension of
Leave of
absence
Extension of leave of absence without pay for M. R. Lewis, Pro-
fessor in the Soils Division of the Agricultural Experiment
Station from April 1, 1944 to March 31, 1945, to serve the Vene-
zuelan Government as Consulting Irrigation Engineer. No funds
are budgeted in the current year for Professor Lewis.

C. G. Sullivan
Transfer
Transfer of Carolyn G. Sullivan, Instructor in English, from
AStP to civilian courses, for the spring term effective April 11.
Requires $690 in 1943-44 from Board funds.

Ho-Ya Yang
Appointment
Appointment of Dr. Ho-Ya Yang as Assistant Professor and Assistant
Food Technologist in the Experiment Station, effective April 1, with
entire salary to be paid by the State Liquor Control Commission.

F. L. Robinson
Reduct. time
Reduction in time for F. L. Robinson, Associate Professor Emeritus
of Business Administration from three-fourths time to his regular
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half-time and a corresponding reduction in salary. Savings of $132.07 in current fiscal year to revert to the Board's unappropriated fund.

L. C. Britt
Resignation

Resignation of Dr. Lewis C. Britt, Associate Professor of Pharmacy effective May 1 to go into private business; and the transfer of Assistant Professor F. R. Henry, who is now giving 33% of his time to the State Board of Pharmacy to full time on instruction with an adjustment in salary from a rate from $2,580 to $3,000, effective May 1. The salary savings from Professor Britt will cover the salary adjustment and $356.32 will revert to the Board's unappropriated fund.

M. Snarr
Appointment

Appointment of Maryolive Snarr as County Club Agent-at-Large, at the rate of $175 per month, rank of Instructor, 12-months basis, yearly tenure, effective May 1. This is a new position and necessary funds amounting to $350 in 1943-44 are provided from the Director's Reserve.

F. McKenzie
Appointment

Appointment of Dr. Fred McKenzie as Professor in the Department of Animal Husbandry to replace B. W. Rodenmold, deceased, at an annual salary rate of $4,200, 12-months basis, yearly tenure, effective October 1. The salary is to be divided equally between Resident Instruction and Experiment Station. No funds were provided for a successor to Professor Rodenmold at the time of the preparation of the 1944-45 budget. Necessary unrestricted funds amounting to $1,575 will be transferred from the Institutional Salary Adjustment Reserve and the remaining $1,575 from the allotted Experiment Station budget for 1944-45.

ADJOURNMENT

The Board adjourned at 11:35 a.m.

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