STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON.
January 16, 1945

MEETING #142  Pursuant to action taken by the Board at its December 12, 1944 meet-
ing, the State Board of Higher Education met in regular session at
the Benson Hotel, Portland, Oregon, on January 16, 1945.

ROLL CALL  The meeting was called to order at 10:15 A. M. by the President of
the Board, Willard L. Marks, and on roll call the following answered
present:

Leif S. Finseth
R. C. Grossbeck
Mae Hoke
R. E. Kleinsorge

Phil Mettchen
Robert W. Ruhl
Edgar W. Smith
Willard L. Marks

Absent: Beatrice Walton Sackett.

RE ABSENCE OF MRS. SACKETT  President Marks reported that Mrs. Sackett had wired that she
would be unable to attend this meeting of the Board due to illness and
hospitalization.

MINUTES APPROVED  The Board voted to dispense with the reading of the minutes of
last meeting held December 12, 1944, and approved the minutes of
this meeting as they appear in the docket.

CONSTRUCTION OF OPERATOR’S COTTAGE AT KOAC  Dr. R. E. Kleinsorge, Chairman of the Buildings, Grounds and Capital
Outlay Committee, presented the following report:

"At the July meeting, the Board approved $2,650 for the con-
struction of an operator’s residence for Radio Station KOAC
and set aside $1,500 for the purchase of power standby equip-
ment for the station. President Strand reported to the Committee
that it will be impossible to erect the residence within the
approved sum and recommended that the $1,500 authorized for the
standby equipment be added to the $2,650, thereby making avail-
able $4,150 for the residence. He indicated that Mr. Traver
thought that the construction could be completed within this
sum. He also indicated that the standby equipment cannot be
urchased for the amount set aside and that no equipment is
available at the present time.

"The Committee recommends that the sum of not to exceed
$4,150 be authorized to cover the cost of a residence for an
operator at KOAC."

The Board approved the recommendation of the Building Committee and
authorized the use of the $1,500, originally set aside for standby
equipment, in the construction of an operator’s cottage at KOAC."
Dr. Kleinsorge gave the following report regarding the purchase of two houses adjoining the State College campus:

"The Committee heard a recommendation from President Strand for the purchase of two houses adjoining the College campus just north of Snell Hall quadrangle. These properties are now owned by Mrs. Gertrude McElfresh and Mr. S. H. Rondeau. The proposed purchase prices are $7,000 for the McElfresh property and $8,000 for the Rondeau property. These two houses have been rented for several years to the State College for women's cooperative living groups.

"It was proposed that these parcels be purchased with funds from the endowment pool to be amortized over a period of years with an interest rate of 4 per cent, the interest and principal payments and the necessary upkeep to come from the rental income.

"The Committee looks with favor upon the purchase of these houses because they lie within the projected campus development. In order, however, to amortize the cost within a reasonable period of time and to bring the rental in line with recent trends, it is recommending that the rental for the two houses be established at $1,000 each rather than the $900 recommended. This increase is justified because improvements will be made on the houses. The McElfresh property requires approximately $1,500 in improvements immediately and the Rondeau property will require approximately $200 a year.

"The Committee is recommending the purchase of these two houses from endowment funds with interest at 4 per cent, with not to exceed $200 of the income from each to be expended each year for repairs and with the remainder of the income after paying interest to be applied on the principal. It is also recommending that not to exceed $1,500 be added to the purchase account for the McElfresh property from endowment funds to cover immediate repairs and improvements."

The Board approved the purchase of these two houses with endowment funds and repairs to be made as recommended.

AMENDING Dr. Kleinsorge concluded the report of the Building Committee as follows:
GENERAL BUILDING AND DORMITORY BUILDING LAW

"There was presented to the Building Committee proposals for amending the general building law and the dormitory building law. Certain legal limitations have arisen from time to time in connection with bonds issued under authority of these laws. After consultation with a number of legal authorities, including the Attorney General's office, Dr. Byrne proposed the following amendments:

(1) That the dormitory law be amended to authorize thirty year bonds in lieu of present authorization for the issuance of twenty year bonds."
(2) That the definition of a "building" contained in the general building law be broadened to cover any structure that might be deemed necessary for the educational institutions, including physical education and athletic facilities.

(3) That the general building law be amended in such a manner as to assure the authority of the Board for the issuance of refunding bonds extending over a thirty year period.

(4) That the general building law be amended by a section repealing the specific law passed by the 1941 Legislature for the erection of a Union Building at the University and a pavilion at the State College, inasmuch as the general law as amended would cover all such projects.

"Dr. Byrne reported that these suggested amendments have been prepared by the Attorney General's office. The Committee is recommending that the Board approve the suggested amendments and authorize the Secretary of the Board to arrange for their introduction in the Legislature."

The Board approved the report of the Building Committee and the recommendations contained therein.

CURRICULAR ADJUSTMENTS 1945-46

Mr. R. C. Groesbeck, Chairman of the Curriculum Committee, presented the following report:

"The January meeting being the occasion stipulated by the by-laws for consideration of curricular adjustments for the next academic year, the Curriculum Committee met yesterday to consider the curricular adjustments presented by the several institutions, including course additions, modifications in old courses, discontinuation of courses and other changes. Among the major recommendations were a new curriculum in Basic Liberal Studies at the University, broadened offerings in Engineering and Home Economics at the State College, a reorganization of the nurses' training program at the Medical School, and additional terminal curricula at the Colleges of Education.

"These recommendations grow out of the anticipated needs of returning war veterans and the efforts of the institutions to meet post-war requirements of their student bodies. The proposed changes have been in the hands of all Board members, have been carefully studied by the Interinstitutional Curriculum Committee and the Chancellor, and were discussed thoroughly by the committee yesterday. The committee is recommending approval of all the course and curricular changes recommended in the document CURRICULAR ADJUSTMENTS FOR 1945-46, with the following modifications recommended by the Interinstitutional Curriculum Committee and the Chancellor:

(1) In all medical course proposals the designation "El" should be deleted in the numbering of new courses."
2. In view of the heavy load in the new Nursing Education curricula, the committee is endorsing the suggestion of the Interinstitutional Curriculum Committee that the four term program preliminary to entering classes at the Medical School be extended to five terms as soon as war conditions permit.

3. That the course History 211, Cultural Geography, is approved for the State College with a change of title to Historical Geography.

4. The three courses HAd 427, HAd 428, HAd 429 in Nursery School work are approved by the committee for one year only with the understanding that a comprehensive study will be made of the relation of these courses to teacher education looking toward a policy of coordination and allocation between the work offered in the Colleges of Education and the State College in Home Economics, and that the Chancellor appoint a committee for this purpose to report within one year.

5. In the new major curriculum in Basic Liberal Studies at the University, the following additional provision is made:

   Each candidate for a degree in the major curriculum in Basic Liberal Studies shall be required to submit evidence that he has had at least one year of American History and Government in the junior and senior years of preparatory school under competent instruction.

6. The two-year curriculum for Medical and Dental Assistants and the two-year curriculum in Merchandising at the Eastern and Southern Oregon Colleges of Education are recommended for approval with the understanding that they shall not be offered until the presidents of the respective institutions submit a report to the Chancellor showing clearly a demonstrated need on the basis of reliable estimates of enrollment.

7. The two-year curricula in Radio Servicing and Repair and Agriculture are disapproved with the understanding that they will be studied further by the institutions proposing them.

"In accordance with the suggestions of the Interinstitutional Curriculum Committee, the necessary new courses for the curricula for Medical and Dental Assistants and in Merchandising should be submitted for consideration and approval before these curricula are included in the catalogs.

"On behalf of the committee I move the adoption of this report."

The Board approved the report of the Curriculum Committee and the recommendations contained therein.
President Marks reported that on request from Acting President Hollis, the Executive Committee had given approval, subject to confirmation of the Board, of the appointment of Mrs. Golda P. Wickham as Acting Dean of Women at the University, for the winter and spring terms, at an annual salary rate of $2,970, rank of Assistant Professor, 10-months basis, effective January 2, 1945. The Board approved the action of the Executive Committee.

Chancellor Hunter recommended the appointment of William H. Carlson as Librarian of Oregon State College and Director of Libraries for the System, at an annual salary rate of $5,000, 12-months basis, indefinite tenure, effective March 1, 1945. Mr. Carlson is at present Assistant Librarian at the University of Washington. The Board approved the recommendation of the Chancellor.

Chancellor Hunter commented briefly on Mr. Hollis' exceptional record as Acting President of the University of Oregon since the death of President Donald M. Erb in December of 1943. He recommended the appointment of Mr. Hollis as Dean of the Law School, at an annual salary rate of $5,270, 10-months basis, indefinite tenure, effective July 1, 1945. The Board approved the recommendation of the Chancellor.

The Chancellor reported that a nationwide survey had been conducted at the direction of the Board for a President of the University of Oregon. He indicated that the qualifications of approximately 40 individuals from this and other states had been thoroughly studied by the Board. A number of the candidates have been interviewed by the Board and have met with University faculty groups. After careful review of all the candidates, the election of Dr. Harry K. Newburn, Dean of the College of Liberal Arts at the University of Iowa, was recommended by the Chancellor, at a salary of $7,770, plus an annual annuity payment of $750, 12-months basis, indefinite tenure, effective July 1, 1945, or at an earlier date if convenient.

Upon motion by Mr. Smith and second by Mr. Groesbeck, the Board voted unanimously to elect Dr. Newburn President of the University of Oregon under the terms recommended.

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

**University**

- **J. Foster:** Gift of $1,500 from John G. Foster, of Eugene, to be added to the Arthur P. Pratt Scholarship Fund.

- **Skeie's Jewelery:** Gift of $110 from Skeie's Jewelery Store, of Eugene. Disposition of the gift to be determined at a later date.
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McDonald Theatre

Gift of $500 from the McDonald Theatre, of Eugene, to develop the work in the Drama Division.

L. R. Rugh

Gift by Loyall R. Rugh, of Eugene, of his collection of old pottery, implements, arrowheads and beads, excavated from the ruins of the ancient mound builders and cliff dwellers in the vicinity of Farmington and Aztec, New Mexico. The collection is valued to be in excess of $100.

State College

Friends of Lillian F. Jensen

Gift of $249 from friends of the late Mrs. Lillian Frances Jensen to establish an account to be known as the Lillian Frances Jensen Memorial Fund. The money in this fund is to be used to purchase a bronze figurine - "A Young Mother" - by Besse Potter Vonnah, as a memorial to be placed in the Memorial Union Lounge.

Medical School

C. O. Peterson

Gift of $100 from Carl O. Peterson, of Hillsboro, to the Doernbecher Memorial Hospital for Children, in memory of his mother, Mrs. Mary L. Peterson, to be used for purchasing Christmas presents for patients in the hospital.

Vet. Guard & Patrol, Co. #2

Gift of $100 from the Veterans Guard and Patrol, Co. #2, of Portland, to the Doernbecher Memorial Hospital for Children.

R. VanZante

Bequest of $1,000 from the estate of Mrs. Rachel VanZante, of Portland, to the Doernbecher Memorial Hospital for Children, as a tribute to her friend, Miss Grace Phelps.

J. W. Copeland

Gift of $1,000 from J. W. Copeland, of Portland, to the Doernbecher Memorial Hospital for Children.

Eastern Oregon College of Education

LaGrande Neighborhood Club

Gift of 24 books on fiction and biography, drapes, furnishings and labor for Dorian Hall recreation room, valued at $103, from the La Grande Neighborhood Club.

FEE SCHEDULE FOR 1945-46

The Board approved the following recommendations on fees for the next academic year:

(1) No changes in the present fee schedule at the State College and the University.

(2) No changes in the fee schedule at the three Colleges of Education for students in teacher education or for students in lower division work in liberal arts and science.
(3) Adoption of the following fee schedule for all terminal, semi-professional and technical curricula now existing or to be established at the Colleges of Education:

<table>
<thead>
<tr>
<th></th>
<th>Per Term</th>
<th>Per Year</th>
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</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$8.50</td>
<td>$25.50</td>
</tr>
<tr>
<td>Lab. and course fee</td>
<td>10.50</td>
<td>31.50</td>
</tr>
<tr>
<td>Incidental fee</td>
<td>5.50</td>
<td>16.50</td>
</tr>
<tr>
<td>Building fee</td>
<td>5.00</td>
<td>15.00</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$29.50</td>
<td>$88.50</td>
</tr>
</tbody>
</table>

The present fee for such curricula is $24 per term.

(4) Auditor's fee for lectures in medical courses to be changed from $2.00 per term hour to $4.00 per term hour.

(5) Adoption of the following fee schedule for students in nursing at the Medical School:

**Undergraduate Students (Degree and Diploma)**

<table>
<thead>
<tr>
<th></th>
<th>Per Term</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$20.00</td>
<td>$60.00</td>
</tr>
<tr>
<td>Laboratory and course fee</td>
<td>10.00</td>
<td>30.00</td>
</tr>
<tr>
<td>Building fee</td>
<td>5.00</td>
<td>15.00</td>
</tr>
<tr>
<td>Total resident fee</td>
<td>$35.00</td>
<td>$105.00</td>
</tr>
</tbody>
</table>

Breakage deposit for first year students $5.00

**Graduate Nurses**

<table>
<thead>
<tr>
<th></th>
<th>Per Term</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$20.00</td>
<td>$60.00</td>
</tr>
<tr>
<td>Laboratory and course fee</td>
<td>10.00</td>
<td>30.00</td>
</tr>
<tr>
<td>Incidental fee (Health Service)</td>
<td>4.50</td>
<td>13.50</td>
</tr>
<tr>
<td>Building fee</td>
<td>5.00</td>
<td>15.00</td>
</tr>
<tr>
<td>Total resident fee</td>
<td>$39.50</td>
<td>$118.50</td>
</tr>
</tbody>
</table>

The present fee for nursing students is $3 per term hour or approximately $45 per term for a normal load, plus the $5 per term building fee.

(6) No change in Summer Session fees and General Extension fees.

**DORMITORY RATES FOR 1945-46**

The Board approved the following recommendations and dormitory rates, the changes to be effective at the beginning of the 1945 Summer Sessions:

(1) No change in board and room rates at the University and the State College.

(2) No change in board and room rates at the Nursing Education dormitory at the Medical School.
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(3) Adoption of the following schedule of dormitory rates for the dormitories at the Eastern and Oregon Colleges of Education:

<table>
<thead>
<tr>
<th></th>
<th>Room only per Calendar Month</th>
<th>Board only per Calendar Month</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Double</td>
<td>Single</td>
</tr>
<tr>
<td>Oregon College of Education</td>
<td>$10</td>
<td>$15</td>
</tr>
<tr>
<td>Eastern Oregon College of Education</td>
<td>$10</td>
<td>$15</td>
</tr>
</tbody>
</table>

The present dormitory board rates at Monmouth and La Grande are $27 per calendar month. The present room rates are $20 per term for double room and $30 per term for single room. The increase in room rates amounts to approximately $2 per month.

BUD. ADDN. TO DEPT. OF MECH. ENG.
The Board approved the addition of $800 to the equipment budget of the Department of Mechanical Engineering at the State College to cover the purchase of a diesel engine unit. Funds for this purchase are to come from the ASU equipment reserve of the institution.

BUD. ADDN. TO DEPT. OF ROM. LANG.
The Board approved the addition of $440 from Board funds to the wage budget of the Department of Romance Languages at the University to employ additional instructional assistance for the winter and spring terms.

BUDGETING OF SEAFOODS LAB. FUNDS
To permit the Seafood Laboratory at the State College to carry on its research program to the end of the current fiscal year, the Board approved the budgeting of funds as follows:

$473.21 from the Agricultural Research Foundation to the Materials classification of the Seafood Laboratory budget.

$600 of unbudgeted income from Fees and Sales to the Materials classification of the same budget.

INTER-AMERICAN AFFAIRS GRANT
At the March 14, 1944 meeting of the Board, a grant of $1,000 was accepted from the Coordinator of Inter-American Affairs for conducting an educational Institute of Inter-American Affairs. Dean Cramer reported that a similar $1,000 grant has been received for the period January 1 to June 30, 1945. The provisions of this grant call for the State System of Higher Education to match the grant with an equal amount. There is a balance of $438.38 remaining in this account as of December 31, 1944. The Board approved an appropriation of $1,000 to match this federal grant, with the $438.38 balance to revert to the Board's unappropriated fund.

PUB. OF BULL. ON ELEM. TEACHING AND TEACH. TRNG.
The Board approved an appropriation of not to exceed $700 for the publication of a sixteen page bulletin on elementary teaching and teacher training to be distributed to senior students in Oregon high schools, the plan and material being subject to the approval of the Director of Information.
BUD. ADDN. TO DEAN OF WOMEN'S OFF.

REORGANIZATION OF ZOOLOGY DEPT. AT OSC

The Board approved the addition of $300 to the wage budget of the Dean of Women's Office at the University to employ substitute assistance for Mrs. Alice MacDuff, Assistant Dean of Women, who has been given a sick leave for the winter term.

Due to the resignation of Dr. Fasten of the Department of Zoology, at the State College, effective December 31, 1944, it was necessary to reorganize the department to carry on the work during the remainder of the academic year. Dr. Fasten's duties have been distributed over the department and for the remainder of the fiscal year Dr. Kenneth Gordon will act as Chairman of the Department and Dr. E. J. Dornfeld will be pre-medical counselor. To compensate members of the staff for the added responsibilities, the Board has approved salary increases as follows, on a 10-months basis, effective from January 2 to June 30, 1945:

Dr. Kenneth Gordon, Associate Professor, from $3,070 to $3,670
Dr. E. J. Dornfeld, Assistant Professor, from $2,670 to $3,000
Dr. Rosalind Wulzen, Associate Professor, from $3,200 to $3,425
Dr. J. L. Osborne, Assistant Professor, from $2,770 to $2,870

Of the $600 increase for Dr. Gordon, $300 was approved as a permanent increase. In addition, the Board approved a $500 addition to the wage budget to employ additional assistance. Salary savings of $1,049 in 1944-45 to revert to the Board's unappropriated fund.

BUD. ADDN. TO DEPT. OF MOD. LANG. AT OSC

Guido Jorquera, Instructor in Spanish at the State College, was employed during the fall term as the result of a commitment made in connection with the Army program. He carried a full load during that period but his services are no longer available. In order to care for classes previously taught by Mr. Jorquera, the Board approved the addition of $565 to the wage budget of the Department of Modern Languages.

REMODELING OF DESKS IN ORG. CHEM. LAB. AT OSC

The desks originally build in the organic chemistry laboratories at the State College were planned for a maximum of 1,500 students when the total enrollment in chemistry was around 800. Three years ago the enrollment in chemistry numbered more than 1,700. With the expected increase in enrollment at the State College within the next year or so, the present capacity in the organic chemistry laboratories will not provide for the enrollment in these courses. The Board approved an appropriation of $1,120.60 from Board funds to the Physical Plant special building repair budget to remodel the present desks making them adequate for two students where only one has been assigned previously.

ESTAB. OF NEW POSITION IN NURS. ED. BUDGET

The Board approved the establishment of a position in the Nursing Education budget at the University of Oregon Medical School for a staff member who would devote her time to advising pre-nursing students at the University and the State College and in counseling with prospective students for the nursing profession within the State System and to some extent at other institutions. This position would require an annual budget of $3,100, of which $2,700 would be wages, $100 materials and expense and $300 travel. Requires $195 in 1944-45 from the Board's unappropriated fund.
The Board approved the following personnel adjustments at the University:

**Lt. V. F. Manson**
Appointment
Appointment of Lieutenant Victor F. Manson as Assistant Professor of Military Science and Tactics, replacing Lieutenant Robert G. Davis, effective September 1, 1944. Salary paid in full by the Federal Government.

**E. Bailey**
Cont. of appointment
Continuation of appointment of Mrs. Elsie Bailey, Instructor in English, for winter and spring terms, on three-fourths time basis, based on a full-time rate of $1,900. Requires $950 in 1944-45 from the Board's unappropriated fund.

**E. G. Moll**
Cont. of appointment
Continuation of appointment of Professor E. G. Moll as Acting Head of the Department of English, for an indefinite period, replacing Dr. Boyer on sick leave, with no change in salary.

**S. R. Darling**
Cont. of appointment
Continuation of appointment of Stanley R. Darling, Special Lecturer in Law, for the winter term, at a salary of $400 for the term. Mr. Darling will teach a four-hour course.

**J. D. Barnett**
Cont. of appointment
Continuation of appointment of Dr. James D. Barnett, Professor Emeritus of Political Science, for the winter term, at a salary rate of $300, to teach a three-hour course in the Law School.

**F. Day**
Appointment
Appointment of Freeman Day, as Special Lecturer in Law, for the winter term at a salary rate of $400. Mr. Day will teach a four-hour course.

The amount of $1,100 required for these positions is available in the salary budget of the Law School. Balance of $3,875 remaining in the budget to be retained pending future appointments to the Law School staff later in the year.

**H. Hudson**
Return from leave
Return from leave for war work of Harlow Hudson, Instructor in Architecture, at an annual salary rate of $2,070, 10-months basis, yearly tenure, effective January 2, 1945; and return of W. R. B. Willcox, Professor Emeritus of Architecture, from 72 per cent time to his former status of 34 per cent time and a corresponding reduction in salary from $3,456.12 to $1,521.12, 10-months basis, yearly tenure, effective January 2, 1945. Requires $666.02 in 1944-45 to be provided from the reserve for staff members returning from leave.

**Olga Freeman**
Cont. of appointment
Continuation of appointment of Mrs. Olga A. Freeman, Instructor in the Mathematics Department, for the winter and spring terms on a 32 per cent time basis, at a salary of $385 for the two terms.

**M. Ridings**
Increase in time
Increase in time for Miss Marie Ridings, Instructor in the Mathematics Department, from 50 per cent to 80 per cent time and a corresponding increase in salary rate from $1,112.50 to $1,780 for the winter and spring terms.

Of the $830 required in 1944-45, $440 is available in the salary budget of the department and $390 is to be provided from the Board's unappropriated fund.
The Board approved the following personnel adjustments at the State College:

<table>
<thead>
<tr>
<th>Name</th>
<th>Action</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>W. Chamberlin</td>
<td>Return from military leave</td>
<td>Return from military leave of Dr. W. J. Chamberlin, Associate Professor of Entomology, at an annual salary rate of $3,070, 10-months basis, indefinite tenure, effective January 1, 1945. Requires $2,046.67 in 1944-45 from the reserve for staff members returning from leave.</td>
</tr>
<tr>
<td></td>
<td>from leave</td>
<td></td>
</tr>
<tr>
<td>W. Caldwell</td>
<td>Return from military leave</td>
<td>Return from military leave of Dr. W. E. Caldwell, Associate Professor of Chemistry, at an increase in salary from $2,900 to $3,470, 10-months basis, indefinite tenure, effective January 1, 1945. Of the $2,313.33 required in 1944-45, $2,113.33 will be provided from the reserve for staff members returning from leave and $200 from the Institutional Salary Adjustment Reserve.</td>
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<tr>
<td></td>
<td>from leave</td>
<td></td>
</tr>
<tr>
<td>K. W. Gray</td>
<td>Resignation</td>
<td>Resignation of K. W. Gray, Associate Entomologist in the Experiment Station, effective December 31, 1944 and resignation of Joe Schuh, Assistant Entomologist in the Experiment Station, effective January 15, 1945 to enter commercial entomology. Salary savings of $3,026 to be transferred to the requisition budget to employ substitute assistance.</td>
</tr>
<tr>
<td>Joe Schuh</td>
<td>Resignation</td>
<td></td>
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<tr>
<td>N. Knickerbocker</td>
<td>Resignation</td>
<td>Resignation of N. E. Knickerbocker, County Agent of Grant County, on an annual salary rate of $3,240, to become manager of a cattle ranch, effective October 21, 1944; and transfer of William K. Farrell, County Club Agent of Benton County to the position of County Agent of Grant County with an increase in rank from Instructor to Assistant Professor and a corresponding increase in salary from $2,790 to $3,060, 12-months basis, indefinite tenure, effective December 15, 1944. Salary savings of $2,100.49 in 1944-45 to be transferred to the Director's Reserve.</td>
</tr>
<tr>
<td>W. K. Farrell</td>
<td>Transfer</td>
<td></td>
</tr>
<tr>
<td>D. Richards</td>
<td>Resignation</td>
<td>Resignation of D. E. Richards as Superintendent of the Eastern Oregon Livestock Branch Experiment Station, to become manager of a cattle ranch, effective February 15, 1945; and appointment of Harry G. Avery, Assistant Marketing Specialist with the Extension Service, as Superintendent and Department Head at Eastern Oregon Livestock Branch Experiment Station, at an increase in salary from $4,278 to $4,770, rank of Professor, 12-months basis, indefinite tenure, effective January 15, 1945. Of the $1,019.22 required in 1944-45, $780.81 is to be transferred from wages to salary in the Eastern Oregon Livestock Branch Experiment Station and $238.41 is to be transferred from salary to wages in the Malheur Experimental Area budget.</td>
</tr>
<tr>
<td></td>
<td>Resignation</td>
<td></td>
</tr>
<tr>
<td>H. Avery</td>
<td>Appointment</td>
<td>Leave of absence without pay for Miss Bertha Herse, Reference Librarian, for rest and recuperation, from January 1 to March 31, 1945, inclusive; and an additional remuneration of $25 per month for the period for Miss Harriet Warner who is Acting Head of the department during Miss Herse's absence. Salary savings of $292.50 in 1944-45 to revert to the Board's unappropriated fund.</td>
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<tr>
<td>B. Herse</td>
<td>Leave of absence</td>
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<td></td>
</tr>
<tr>
<td>H. Warner</td>
<td>Addn. Comp.</td>
<td></td>
</tr>
</tbody>
</table>
R. G. Johnson, Leave of absence
Leave of absence without pay for R. G. Johnson, Professor and Head of the Department of Animal Husbandry, for a period of one year to serve on a mission for the State Department in China, effective January 16, 1945. Salary savings of $2,192.70 in 1944-45 to be retained in the budget of the department pending recommendation.

L. Q. Larsen, Leave of absence
Leave of absence without pay for Lloyd Q. Larsen, Associate Professor of Secretarial Science for the period of the legislative session in order that he may serve as secretary to Representative W. T. Johnson, effective January 8, 1945. Salary savings to remain in the budget to employ substitute assistance.

R. W. Smith, Transfer
Transfer of Dr. Robert W. Smith, Instructor in the Department of History, from the military to the civilian program for the winter term, effective January 7, 1945. Requires $644.94 in 1944-45 from the Board's unappropriated fund.

E. M. Weir, Appointment
Appointment of Miss Erma M. Weir as Instructor in Physical Education for Women at a salary rate of $2,400, 10-months basis, yearly tenure, effective January 1, 1945. Of the $1,600 required in 1944-45, $1,200 will be provided from the Board's unappropriated fund and $400 will be transferred from the wage budget of the department.

E. L. Shannon, Appointment
Appointment of Dr. Elford L. Shannon as 4-H Club Agent for the city of Portland, at a salary rate of $4,000, rank of Associate Professor, 12-months basis, indefinite tenure, effective January 15, 1945. $1,328.20 of the annual salary is paid by the Portland School District. Requires $1,235.35 in 1944-45 to be transferred from the Director's Reserve.

J. B. Grantham, Appointment
Appointment of John B. Grantham as Assistant Professor of Wood Products, for the winter term, at a rate of $100 a month, to teach one four-hour course.

G. Voorhies, Reduction in time
Reduction in time for Glenn Voorhies, Associate Professor of Wood Products, from 30 per cent time to 22 per cent time on instruction in the School of Forestry and a corresponding reduction in salary from $1,200 to $900 and an increase in time in Wood Products Research from 30 per cent to 37 per cent and a corresponding increase in salary from $1,200 to $1,300, effective January 2, 1945.

Amount of $300 required in 1944-45 to be transferred from wages to salary in Wood Products Research.

J. Popovich, Continuation of appointment
Continuation of appointment of Mrs. Jeanne Popovich, Instructor in the English Department, on a full-time basis for the winter term, at a salary rate of $756 for the term, effective January 2, 1945.
**Meeting #142 - 13**

<table>
<thead>
<tr>
<th>E. Childs, Cont. of appointment</th>
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<tbody>
<tr>
<td>Continuation of appointment of Mrs. Elizabeth Childs, Instructor in the English Department, on a 25 per cent time basis for the winter term, at a salary rate of $189 for the term, effective January 5, 1945.</td>
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<td>Requires $245 in 1944-45 to be provided from the Board's unappropriated fund.</td>
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<tr>
<th>M. Bergheim, Increase in salary</th>
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<tr>
<td>Increase in salary for Mrs. Mildred M. Bergheim, Director of Social Service in the hospitals and clinics, from an annual rate of $3,270 to $3,600, 12-months basis, yearly tenure, effective January 1, 1945. Amount of $165 required in 1944-45 to be provided from unbudgeted balance in the Clinic Fee account.</td>
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<th>W. Youmans, Return from leave</th>
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<tr>
<td>Return from leave of absence of Dr. W. B. Youmans, Professor of Physiology, and an increase in salary from $3,270 for 67 per cent time to $6,000 for full time, 12-months basis, indefinite tenure, effective July 1, 1945. Additional funds required for salary increase to be transferred from the Institutional Salary Adjustment Reserve.</td>
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The Board approved the following personnel adjustments at Eastern Oregon College of Education:

<table>
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<tr>
<th>B. M. Ryan, Leave of absence</th>
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<tr>
<td>Leave of absence without pay for Mrs. Betty Malgard Ryan, Assistant Professor and Supervisor of Teaching, from December 9, 1944 to May 31, 1945, to allow her to be with her father who is seriously ill. Salary savings of $771.99 to be transferred from salary to wages to employ substitute assistance.</td>
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GRANGE COMMITTEE DISCUSSING BOARD'S 10-YEAR BUILDING PROGRAM

The Board heard a presentation from a committee of the Oregon State Grange on the biennial building program request to the Legislature. Appearing for the Grange were Mr. Morton Tompkins, State Grange Master; Ben Buisman, Editor of the Grange Bulletin; H. W. Derry, Secretary of the Chemurgics Council; and Claude Sersensous, representing the Portland Chamber of Commerce.

Members of the group expressed complete support of the Board's request to the Legislature but pointed out that certain buildings deferred for succeeding bienniums will be greatly needed for research work in agriculture in the post-war period. They especially mentioned the Food Industries Building and the Agricultural Engineering Building and requested that these buildings be advanced from the deferred position to the current biennium.

Dr. Kleinsorge, Chairman of the Building Committee, pointed out that the Board's program specifically states that the entire ten-year program of buildings is needed immediately following the war and any
help this or any other interested group can give in obtaining additional funds will be welcomed. Dr. Kleinsorge called a meeting of the Building Committee, the Finance Committee and State College officials for 1:30 P. M. to discuss the proposal of the group.

ADJOURNMENT

The Board adjourned at 12 noon.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Secretary