STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
May 8, 1945
10:10 A. M.

MEETING #144
Pursuant to action taken by the Board at its March 13, 1945 meeting, the State Board of Higher Education met in regular session at the Benson Hotel, Portland, Oregon, on May 8, 1945.

ROLL CALL
The meeting was called to order at 10:10 A. M. by the Vice President of the Board, Beatrice Walton Sackett, and on roll call the following answered present:

Leif S. Finseth
R. C. Groesbeck
R. E. Kleinsorge
A. R. Watzek

Phil Mutschan
Beatrice Walton Sackett
Edgar W. Smith

Absent: Mac Hoke and Willard L. Marks.

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 C. A. Howard of Oregon College of Education; President Roben J. Maaske of Eastern Oregon College of Education; and President Walter Redford of Southern Oregon College of Education.

RE MARKS
AND HOKE
Mrs. Sackett reported to the Board that Dr. Byrne had received a letter from President Marks stating that, due to illness, he would be unable to attend this meeting of the Board. Mrs. Sackett stated that she understood Mr. Hoke was also ill and, therefore, was unable to attend this meeting.

MINUTES
APPROVED
The Board voted to dispense with the reading of the minutes of the last meeting held March 13, 1945, and approved the minutes of this meeting as they appeared in the docket.

RE CONSTRUCTION
OF
APIARY BUILDING
Dr. R. E. Kleinsorge, Chairman of the Buildings, Grounds and Capital Outlay Committee, presented the following report:

"The Committee considered a recommendation of Dr. Strand for construction of an experimental apiary building costing approximately $6,000. The building is needed by the Experiment Station in conducting research in beekeeping and to serve as a cooperative Federal-State field laboratory for a contemplated program of research in bee culture. This research work also has implications for the pollinization problem of fruits and seed crops. The building is to be financed from restricted funds in the current year's and in next year's budgets. The Committee is recommending the approval of this construction project."

The Board approved the recommendation of the Building Committee regarding the construction of an apiary building and the method of financing such a building.
Dr. Kleinsorge presented the following report concerning a program of repair and alteration at the University of Oregon President's residence:

"A repair and alteration program for the President's residence at the University of Oregon, including the purchase of some additional equipment, was presented to the Committee. The cost estimate was placed at $3,482 for the building and $2,165 for the furniture and other equipment, or a total of $5,647. No improvements have been made on the house since it was acquired by the Board and the property is in need of a thorough renovation. The Committee is recommending approval of the program as submitted."

The Board approved the recommendation of the Committee and voted an appropriation of not to exceed $5,647 for repair, alteration and equipment for the President's residence at the University.

Dr. Kleinsorge presented the following report on housing for married veterans at the University of Oregon:

"Acting President Hollis presented the problem of housing for married war veterans who plan to return to school. He indicated that the housing situation in Eugene is very serious and that already some veterans have been unable to enroll because they could not obtain livable quarters. With large demobilization in prospect, the situation next fall will be serious, he predicted, adding that some steps would have to be taken to solve it. A number of possibilities have been explored, including the idea of converting an NYA camp now owned by the city. Acting President Hollis presented a plan for constructing 25 apartments on property now owned by the University and indicated that preliminary studies show that the construction could be financed over a twenty year period from the rental income. The Committee discussed the alternative proposals presented and concluded that the program of constructing low cost apartments on University property had the greatest possibilities, particularly in view of the fact that these living quarters, after the war emergency is over, would serve a useful purpose as residents for married graduate students. The Committee authorized Acting President Hollis to prepare the necessary plans and specifications and call for bids on 25 units. These bids and the program of financing the project are to be presented at the June meeting of the Board for further consideration."

The Board approved the recommendation of the Committee on housing for married war veterans and authorized Acting President Hollis to call for bids for 25 units.

Dr. Kleinsorge continued the report as follows:

"Acting President Hollis also indicated that there is a movement under way to seek Federal aid in solving this problem of housing veterans. He indicated that the members of the Oregon delegation in Congress are taking an active interest in the matter and that a resolution urging such action would be helpful. The Committee is, therefore, presenting the following resolution for adoption by the Board, with the recommendation that the Secretary of the
Board transmit copies to the Oregon delegation in Congress:

RESOLVED, That the State Board of Higher Education, recognizing that many veterans will not be able to take advantage of the educational opportunities afforded by existing federal legislation because of the serious housing shortage existing in many Oregon cities in which educational institutions are situated and the high rental rates there prevailing, recommends and requests that this problem receive the immediate attention of the federal government with a view to affording such aid as may be necessary to provide adequate low rent housing for discharged veterans attending educational institutions."

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

Mr. Finseth
Mr. Groebeck
Dr. Kleinsorge

Mr. Watzek
Mr. Metschan
Mrs. Sackett
Mr. Smith

and the following voting nay: None.

Mrs. Sackett thereupon declared the motion duly carried by a unanimous vote.

PURCHASE OF GRACE PROPERTY
BY MEDICAL SCHOOL

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

"The Chancellor presented a recommendation of Dean Baird that two lots adjacent to the Medical School campus be purchased for $3,500. The Building Committee had previously inspected this property and had agreed that it should be acquired as a part of the general campus development program. The Committee is recommending the purchase of the lots at the price recommended, funds to come from the Board's unappropriated balance."

The Board approved the recommendation of the Building Committee and voted the necessary appropriation with which to purchase this property.

APPROVAL OF COURSES IN MERCHANDISING AND MED. AND DEN. ASSTS.

Mr. A. R. Watzek, Acting Chairman of the Curriculum Committee, presented the following report:

"At the January meeting the Board approved two two-year curricula, one in Merchandising and another for Medical and Dental Assistants. Approval of the new courses required for these curricula was deferred pending definite evidence that there would be a need for offering the curricula in the next academic year. It now appears that there will be a demand for these curricula, so Presidents
Maaske and Redford presented a request for approval of the following six courses:

- Elements of Marketing - 3 hours
- Advertising - 3 hours
- Elementary Principles of Retailing - 3 hours
- Merchandising-Apprenticeship - 6 hours
- Salesmanship - 3 hours
- Office Apprenticeship - 4 hours

The Committee is recommending approval of these courses.

Mrs. Sackett indicated that she did not concur with the other two members of the Curriculum Committee in this recommendation. She stated that she felt that the funds could be better spent in strengthening the basic courses in elementary teacher education at these institutions.

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

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

"In accordance with the policy adopted by the Board of encouraging terminal curricula, particularly for the postwar period, at all the institutions, Presidents Maaske and Redford, with the approval of the Chancellor, recommended establishment of a curriculum in Radio Electric Service and Management at the Eastern and Southern Oregon Colleges of Education. They estimated that the additional instructional costs in offering this curriculum would be approximately $3,000 a year and that approximately $2,850 would be required for equipment. After considerable discussion of the pros and cons, the Committee voted to recommend approval of the curriculum (copy on file in Board's office as integral part of these minutes), including authorization to offer the following new courses:

- Fundamentals of Radio I - 4 hours each term
- Radio-Electric Problems - 4 hours one term
- Fundamentals of Electricity - 3 hours two terms
- Radio Code - 1 hour one term
- Radio License - 1 hour one term
- Radio Mechanics and Service - 4 hours each term
- Radio II - 3 hours two terms
- Radio - Electric Apprenticeship - 5 hours one term
- Industrial Electrical Shop - 4 hours each term

Mrs. Sackett registered a dissenting vote on approval of the curriculum and the new courses required.

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

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

"The Chancellor presented the annual budget recommendations for the next fiscal year, including the personnel adjustments recommended by the several institutions."
"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 the Agricultural Experiment Station, the total budget is $3,604,432.67. This represents an increase in the going level budget of approximately $55,000. Due to an increase of approximately 14 per cent in the enrollment for the System for the spring term and probable further increases in the fall term of the next year, it was necessary to authorize small increases in staff amounting in total to a full-time equivalent of approximately 17, mostly at the State College. Some additions to the requisition budgets were also necessary in certain schools and departments. Curricular additions at Eastern Oregon College of Education and Southern Oregon College of Education also entailed upward adjustments in the budgets.

"In addition to the institutional budgets, certain reserves were set up, such as funds for the in-service teacher training program, physical plant rehabilitation and for prospective land purchases. No funds were set up in the institutional budgets for the staff members who may return from military or war service leave during the next academic year; however, the special appropriation of $200,000 made by the Legislature for that purpose will be drawn on to the extent necessary to cover staff members who return during the coming year.

"Under the budgetary plan submitted, an unappropriated emergency fund of approximately $71,400 is established. This will probably be considerably augmented at the close of the fiscal year by savings and unexpended balances from the current year's operations.

"Following is a tabulation of the unrestricted institutional budgets as recommended by the Chancellor:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Budget Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Oregon</td>
<td>$1,003,996.55</td>
</tr>
<tr>
<td>Oregon State College</td>
<td>1,448,708.69</td>
</tr>
<tr>
<td>Medical School</td>
<td>468,382.98</td>
</tr>
<tr>
<td>Oregon College of Education</td>
<td>123,878.12</td>
</tr>
<tr>
<td>Southern Oregon College of Education</td>
<td>77,498.02</td>
</tr>
<tr>
<td>Eastern Oregon College of Education</td>
<td>85,998.86</td>
</tr>
<tr>
<td>Federal Cooperative Extension</td>
<td>96,411.20</td>
</tr>
<tr>
<td>Agricultural Research</td>
<td>83,975.10</td>
</tr>
<tr>
<td>General Extension</td>
<td>101,784.13</td>
</tr>
<tr>
<td>General Research</td>
<td>18,510.00</td>
</tr>
<tr>
<td>Centralized Activities</td>
<td>96,289.02</td>
</tr>
<tr>
<td><strong>Total - Institutional Budgets</strong></td>
<td><strong>$3,604,432.67</strong></td>
</tr>
</tbody>
</table>

"The Committee has reviewed the budgets and the personnel adjustments as presented in both the Budget Summary document and the Chancellor's Report. It is recommending approval of the recommendations made by the Chancellor in his report and adoption of the budgets as submitted including all appointments, resignations and other personnel changes and adjustments."

"The Board approved the budget for 1945-46, including the recommended salary adjustments, as contained in the document "Budget Summaries and Personnel Adjustments for the Fiscal Year ending June 30, 1946."
Mr. Smith presented the following report regarding the cancellation of a note listed in the inventory of assets in the Devers' estate:

"The First National Bank, trustee and executor of the Arthur H. Devers estate, of which the Medical School is a residuary legatee, presented a request to Dean Baird for the cancellation of a note in the sum of $2,000 listed in the inventory of assets of the estate. The signers of the note, Mr. and Mrs. W. A. Campbell, had applied to the executor for the cancellation of this obligation, maintaining that Mr. Devers had cancelled the obligation before his death. After careful investigation of the matter and the filing of affidavits sustaining the claim of Mr. and Mrs. Campbell, it appeared that the intent of Mr. Devers was to cancel the obligation. The other residuary legatee has recommended to the bank that the debt be cancelled and the Finance Committee is recommending that the bank be notified that the Board approves the request for the cancellation of the obligation."

The Board approved the above report of the Finance Committee and the recommendation contained therein.

Mr. Smith presented the following report concerning the sale of property received through the Margaret Widmer bequest:

"Included in the assets of the Margaret W. Widmer bequest to the University was a property in Snohomish County, Washington. This tract consists of approximately 4 acres of undeveloped land about 10 miles north of Seattle. An offer has been received to purchase the property at a price of $1,350. Acting President Hollis indicated that Mr. Lindstrom had inspected the property and had investigated the land values in that section. All the evidence established the offer as a good one. Acting President Hollis recommended the sale of the property and the Finance Committee concurs in this recommendation with authority granted the proper Board officials to sign the deed."

The Board approved the sale of the property in Snohomish County, Washington and authorized the proper Board officials to sign the necessary documents.

Mr. Smith presented the following report on wage adjustments for employees at the University of Oregon Physical Plant:

"The Chancellor indicated to the Committee that a careful study had been made of the wage scale for physical plant employees at the University in response to a number of letters and other requests urging wage adjustments for these employees. Acting President Hollis presented a plan whereby adjustments would be made for those employees, chiefly among the janitorial force, who have not had previous increases since March, 1941, that are commensurate with the rise in the cost of living. The study showed that the cost of such adjustments would be $560 for the current fiscal year and approximately $3,360 for the next full fiscal year. Acting President Hollis recommended that the Board approve adjustments on the basis
presented, effective May 1. The Committee concurs in this recommendation."

The Board approved the report of the Committee and voted the necessary funds not to exceed $560 in the current year and $3,360 in 1945-46 to cover the increases.

AWARDING OF SCHOLARSHIPS TO ORPHANS OF WAR VETERANS

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

"The American Legion presented a request to the Finance Committee that special consideration be given orphans of war veterans in the assessment of fees in the several institutions. The point was made that practically all states now have adopted such programs. It is beyond the authority of the Board actually to waive fees, but the Finance Committee is recommending that in awarding the state scholarships now authorized by law, special consideration and priority be given to orphans of veterans of World War I and II."

The Board approved the report of the Committee and the recommendation contained therein.

RE DEATH OF F. E. CALLISTER

Mrs. Sackett reported that Mr. F. E. Callister, a former member of the Board, had recently passed away and instructed the Secretary of the Board to write a letter to Mrs. Callister conveying the sympathy of the Board.

BOARD REPRESENTATION AT COMMENCEMENTS

Mrs. Sackett 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
Eastern Oregon College of Education
Southern Oregon College of Education
University of Oregon Medical School

R. E. Kleinsorge
A. R. Watzek
Leif S. Finseth
Phil Matschan
R. C. Groesbeck
A. R. Watzek

SUPPORT OF OSTA IN SPECIAL ELECTION

Chancellor Hunter presented a communication from Dr. Frank Parr, Secretary of the Oregon State Teachers' Association wherein Dr. Parr stated that the Association endorsed wholeheartedly the building program of the Board that is being referred to the people in the special election on June 22. Dr. Parr also indicated that the Board of Trustees had appropriated $100 to be used, if and when needed, in the campaign for this measure. The following resolution, which had been adopted, was transmitted in the communication:

"That since the interests of education in Oregon are indivisible, proposals to benefit higher education are also very important to secondary education and in view of this fact the OSTA should give full and unqualified support to the building fund program."
GIFTS

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

Am. Inst. of Architects
Gift of $1,500 from the American Institute of Architects for Carnegie Scholarships in the School of Architecture and Allied Arts in the 1945 summer session.

Chan. & Mrs. F. M. Hunter
Gift of $1,500 from Chancellor and Mrs. Frederick M. Hunter in memory of their son, Captain Maurice Harold Hunter, who gave his life for his country on January 31, 1945 in Burma. The interest is to be used each year to provide an award to be known as the "Maurice Harold Hunter Leadership Award", to be made to that member of the graduating class, who shall have been judged to have made in the military department, the most notable contribution, through his own achievements, deportment and good example, toward the development of qualities of leadership. Whenever the annual income exceeds $100 over and above the amount necessary to make the award, the University may offer a Maurice Harold Hunter Scholarship of $100 per year or more as the income may warrant.

State College

Nutrition Foundation
Grant of $3,600 a year for three years from the Nutrition Foundation, Inc., of New York City, for the continued support of the research project on vitamins conducted under the direction of Dr. W. H. Cheidelin.

Borden Co. Foundation
Grant of $1,500 from the Borden Company Foundation, of New York City, to the School of Home Economics for an annual scholarship award of $500 for a period of five years, to an outstanding senior student.

S. N. Wyckoff
Gift of 39 bound volumes of the Experiment Station Record and 85 unbound issues of Phytopathology and Society of American Foresters, valued at $108, from Stephen N. Wyckoff, of Portland, to the State College Library.

Portland and Salem Mothers Clubs
Gift of $120 from the Portland Mothers Club and $120 from the Salem Mothers Club to be used as scholarship awards of $20 each to 12 girls. These awards are to be made on the basis of need.

Medical School

Ore. Fed. Women's Clubs
Gift of $500 from the Oregon Federation of Women's Clubs, to the Doernbecher Memorial Hospital Fund, to be used for emergency expenditures of the hospital.

M. J. Goodman
Gift of $100 from Dr. Morton J. Goodman, of Portland, to the Dr. Sidney Mayer Memorial Fund.
Abbott Lab. Gift of $1,200 from the Abbott Laboratories of North Chicago, Illinois, to defray part of the expenses of an investigation to be made under the direction of Dr. Kenneth C. Swan.

Annie Wagner Bequest of $1,000 to the Doernbecher Memorial Hospital for Children, through the will of Annie Wagner, to be used for the general purposes of the institution.

Annie Wagner Bequest of $2,500 through the will of Annie Wagner, to be used for research in the Department of Physiology and to be known as the "Annie Wagner Endowment Fund for Research in Physiology."

Eastern Oregon College of Education

Gift of $2,346 for all-tuition scholarships for 1945-46 as follows:

**Freshman - $1,998**
- Mr. and Mrs. G. I. Hess, Union, for a Union High School graduate, $74.
- Eddy Bakery, La Grande, to be awarded in the counties served by the bakery, $74.
- Mr. and Mrs. G. W. Franklin, Enterprise, for a Wallowa County senior, $74.
- Mr. and Mrs. F. H. Bingaman, Alice, $74.
- Baker Elks Lodge #338, Baker, seven scholarships at $74 each, five for high school seniors in Baker County and two for high school seniors in Grant County, $518.
- Pioneer Flouring Mills, Island City, $74.
- Mrs. Thelma P. Walker, Portland, preferably for a graduate of Imbler High School, $74.
- La Grande Lions Club, La Grande, three scholarships at $74 each, $222.
- Snodgrass Funeral Home, La Grande, $74.
- Mr. and Mrs. Lynn A. Bohnenkamp, La Grande, $74.
- Mr. and Mrs. R. E. Gerardis, La Grande, $74.
- Van Petten Lumber Company, La Grande, $74.
- Lorre Building Service, La Grande, $74.
- Mr. and Mrs. George Tiss, La Grande, $74.
- Mr. and Mrs. S. H. Weimer, La Grange, $74.
- Mr. and Mrs. M. J. Goss, La Grande, $74.
- Mr. and Mrs. H. C. McCarthy, La Grande, $74.
- Mr. A. H. Labbe, La Grande, $74.

**Sophomore - $74**
- Soroptimist Club, La Grande, $74.

**Junior - $74**
- Mrs. Della Wagner, La Grande, $74.

**Senior - $200**
- Dr. Frank L. Ralston, La Grande, $100.
- Mt. Emily Lumber Company, La Grande, $100.
Due to increased enrollment and increase in the cost of labor and materials, the present budget in the School of Architecture at the University is insufficient to cover expenses to the end of the fiscal year. Accordingly, the Board approved the addition of $1,500 from the Board's unappropriated fund to the School of Architecture requisition budget, allotting $700 to wages and $800 to materials and expense.

Replacement of worn out clothing items in the women's department of the Gym Suit Service at the State College has been impossible during the past two years and the clothing stocks have become depleted. As it is now possible to obtain certain replacements, the Board approved the transfer of $1,000 from the unbudgeted Gym Suit Service surplus to the materials and expense account of the Gym Suit Service budget for this purpose.

The Board approved the addition of $181.20 from the Board's unappropriated fund to the wage budget of the History Department at the State College to provide for secretarial assistance for the balance of the fiscal year.

The Board approved the addition of $1,766.45, from the Board's unappropriated fund, to the School of Education budget at the State College for teacher training work in agriculture and home economics to be allocated $966.45 to wages and $800 to travel. Funds for this budget addition will be offset by reimbursements from the State Department of Vocational Education.

The Board approved the establishment of a restricted budget of $495 to cover the expenditures of the Testing Bureau in connection with its work for the Veterans Administration Guidance Center at the University. This expenditure budget will be covered by income received from the services rendered by the Testing Bureau and the expenditures will not exceed the income.

In order to properly finance the research program in the Hood River Branch Experiment Station for the balance of the fiscal year, the Board approved the transfer of $2,349.08 to the wage budget from unbudgeted state appropriations.

The Board approved the acceptance of the offer of the Nursing Education Division of the United States Public Health Service to finance a special three months course for graduate nurses in several communities of the state, to be conducted by a staff member of the Department of Nursing Education at the University of Oregon Medical School. The tentative dates for the course are April 1 to July 1, 1945. The United States Public Health Service will allocate funds to cover the entire expense of the program, in accordance with the following estimated budget:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor - 3 months @ $250 per mo.</td>
<td>$750.00</td>
</tr>
<tr>
<td>Supplies, reference books, etc.</td>
<td>$150.00</td>
</tr>
<tr>
<td>Traveling expenses for Instructor</td>
<td>$336.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,236.00</strong></td>
</tr>
</tbody>
</table>
Miss Helen Nicholson, Assistant Professor of Nursing, has been assigned to this special program and in her absence, Miss Eva Davis will serve as instructor to handle Miss Nicholson's duties, at a rate of $200 a month. Salary savings of $60 to revert to the Board's unappropriated fund.

The Board approved the addition of $1,143.98 to the current Physical Plant water budget at the State College to cover the 20 per cent sewer tax, which was levied by the city during the current year.

Due to unusually high charges for labor and materials to take care of the normal building repairs on the University Campus it is anticipated that there will be an overdraft of $4,380 in the Building Repairs account of the Physical Plant budget. In order to avoid this overdraft without drawing on Board funds, the Board approved the cancellation of requisitions totaling $4,042 covering installation of an auxiliary lighting unit in McArthur Court, a pickup truck and a campus service truck and that the funds released be transferred to the Building Repairs account of the Physical Plant budget.

The hot water tank in the Doernbecher Memorial Hospital sprang a leak and upon inspection it was found to be in extremely bad condition. It is estimated that the cost of replacement will amount to approximately $1,200. Accordingly, the Board approved the transfer of $1,200 from unbudgeted balances in the Doernbecher Hospital Fee account to the Physical Plant budget.

Enrollments in Portland extension classes, state-wide extension and in correspondence study have greatly exceeded the estimates for the current year. These enrollments have increased the cost of operation for the General Extension Division but the increased costs have been more than covered by the increase in income above the original estimates. The Board approved the following budget additions, funds to come from increased fee income: Portland Extension Center, $16,000 to the wage budget to cover additional cost of instruction; State-wide Extension budget, $3,500 to cover added teaching costs; Correspondence Study $2,710.01 to cover expenses in connection with enlarged correspondence enrollment.

The Board approved the transfer of $700, from balances on hand, to the wage budget of the Photographic Service Department at the State College to cover necessary expenditures to the close of the current year.

The Board approved the following budget additions for the Cadet Nurse Corps Program at Eastern Oregon College of Education, affiliated with the St. Anthony Hospital School of Nursing, Pendleton; St. Elizabeth Hospital School of Nursing, Baker; St. Joseph Hospital, La Grande; and the Grande Ronde Hospital, La Grande; to cover expenditures to the end of the fiscal year for the class entering on March 23:
1. Instructional Budget

Estimated net income from tuition and matriculation fees: $1,786.00

Budget Planned:
- Wages: $400.00
- Materials and Expense: $25.00
- Travel: $50.00
- Equipment (Microscopes): $1,055.60

Balance to revert to Board's unappropriated fund: $245.40

2. Non-Instructional Budget

There is to be available from Federal funds the following restricted funds recommended for budgeting for the purpose for which they were allotted by the Government:
- Health Service: $152.00
- Building Fee: $190.00
- Student textbooks: $531.85
- Dormitory housing and messing: $3,433.25

PURCH OF PROP, BY U OF O FOR UNION BUILDING

At the time of the adoption of the building program report, the Board approved the purchase of a lot on University Street next to the Sheldon property to round out the site for the Union Building. University officials, after considerable negotiations, secured an option on this lot at a price of $3,500. The Board approved the exercising of the option and the purchase of the property. Funds for the purchase are to come from the Board's Land Purchase Reserve.

PURCH OF EQUIP, FOR ANIMAL HUSBANDRY DEPT.

In order to provide equipment and supplies for student instruction in Animal Reproduction Technology and Wool Technology in the several courses offered by Dr. McKenzie at the State College, the Board approved the purchase of equipment totaling $1,976.81, of which $650 will be covered by a transfer from the Institutional Equipment Reserve Fund and $1,124.81 from the Board's unappropriated fund.

PERSONNEL

The Board approved the following personnel adjustments at the University:

W. Thacher, Sabb. Leave

Sabbatical leave on full salary for W. F. G. Thacher, Professor of English and Advertising, during the fall term 1945-46, for the purpose of writing a book on Fiction Writing in cooperation with six former students. The entire proceeds of the publication are to be donated to the University of Oregon to promote interest in the writing of fiction.

A. E. Caswell, Ret. from leave

Return from leave of absence for war service of Dr. Albert E. Caswell, Professor of Physics and Head of the Department, at a salary rate of $4,280.68, 10-months basis, indefinite tenure, effective September 1, 1945. Funds required to be supplied from Board funds.
Meeting #144 - 13

May 8, 1945

L. L. Ray, Continuation of appointment of L. Leon Ray, Special Lecturer in Law, for the spring term, at a salary of $300 for the term. Mr. Ray will teach a three-hour course.

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

The amount of $700 required for these courses in 1944-45 is available in the salary budget of the Law School.

E. L. Johnson, Appointment of Eldon L. Johnson as Professor of Political Science and Public Administration and Head of the Department, at an annual salary rate of $4,270, 10-months basis, yearly tenure, effective September 1, 1945. Amount of $3,558.33 required in 1945-46 is included in the budget.

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

Salary adjustments for the following members of the County Extension staff, effective January 1, 1945:

- James B. Appling, Co. Agt., Harney Co., from $2954 to $3240.
- Walter G. Leth, Co. Agt., Polk Co., from $3804 to $4008.
- Howard G. Smith, Co. Agt., Deschutes Co., from $3240 to $3408.
- E. L. Woods, Co. Agt., Crook Co., from $3240 to $3408.
- Ruth Crawford, Home Dem. Agt., Josephine Co., from $2998 to $3000 and advance in rank from Assistant Professor to Associate Professor.
- Marjorie Tye, Home Dem. Agt., Marion Co., from $2682 to $2808 and advance in rank from Instructor to Assistant Professor.

E. M. Houser, E. M. Houser, Club Agt., Malheur Co., from $2790 to $3000.
G. D. Peters, George D. Peters, Club Agt., Klamath Co., from $2600 to $2670.
G. A. Pope, George A. Pope, Club Agt., Clackamas Co., from $2574 to $2700

Amount of $1,197 required in 1944-45 to be transferred from the Director's Reserve.

J. Popovich, Continuation of appointment of Mrs. Jeanne Popovich as Instructor in the English Department, at half-time for the spring term, at a rate of $378 for the term. Requires $378 in 1944-45 from the Board's unappropriated fund.

M. Hunt, Salary adjustment for Miss Marie Hunt, Secretary in the Department of Agricultural Engineering, from $1,880 to $1,800, effective March 16, 1945. Amount of $80 required in 1944-45 to be transferred from the wage budget of the Department.
O. Chenoweth, 
Salary adj. 
Salary adjustment for O. V. Chenoweth, Assistant Specialist in Soils, from $2,400 to $2,808, 12-months basis, yearly tenure, effective February 1, 1945. Amount of $170 required in 1944-45 to be provided from the Director's Reserve.

G. Walker, 
Transfer 
Transfer of Clyde Walker from his present position as Extension Agricultural Engineer and Assistant State Supervisor of Farm Labor to the position of Associate Professor in resident instruction and Associate Agricultural Engineer in the Experiment Station, at his present salary rate of $3,870, 12-months basis, indefinite tenure, effective April 1, 1945; and the appointment of Milon G. Huber as Extension Agricultural Engineer, at a salary rate of $3,870, 12-months basis, indefinite tenure, effective May 1, 1945. Requires $183.75 in 1944-45 and $151.5 in 1945-46 from the Board's unappropriated fund.

R. Warren, 
Resignation 
Resignation of Rex Warren, Assistant Professor and County Agent in Yamhill County to become production manager for the Alderman Farms, Inc. in that County; and transfer of Louie H. Gross, County Club Agent of Yamhill County to County Agent of Yamhill County and an advance in rank from Instructor to Assistant Professor, with a corresponding increase in salary from $2,670 to $3,260, indefinite tenure, effective April 1, 1945. Salary savings of $667.50 in the County Club Agent position and $3.33 in the County Agent position to revert to the Director's Reserve.

Louie H. Gross, 
Transfer 
Appointment of Miss Emily Ann Phelps as Circulation Assistant in the Library, rank of Instructor, at an annual salary rate of $1,900, 12-months basis, yearly tenure, effective April 16, 1945, to replace Miss Dorothy Lowe, resigned. Salary savings of $155.79 to revert to the Board's unappropriated fund.

D. Lowe, 
Resigned 

M. Lewis, 
Ext. of Leave 
Extension of leave of absence without pay for M. R. Lewis, Professor in the Soils Division of the Agricultural Experiment Station, from April 1, 1945 to March 31, 1946, to serve the Venezuelan Government as Consulting Irrigation Engineer. No funds are budgeted in the current year for Professor Lewis.

The Board approved the following personnel adjustments at the Medical School:

H. Dickel, 
Advance in rank 
Advance in rank for Dr. Herman A. Dickel from Clinical Instructor to Assistant Clinical Professor of Psychiatry and Acting Head of the Division of Psychiatry, effective April 16, 1945. No change in budget.

J. Minckler, 
Appointment 
Appointment of Dr. Jeff Minckler as Assistant Professor of Pathology, at an annual salary rate of $3,000 for half-time, 12-months basis, yearly tenure, effective May 1, 1945. Funds are budgeted for the position.

J. Beeman, 
Increase in time 
Increase in time for Dr. Joseph A. Beeman, Assistant Professor of Pharmacology, from 55 per cent to 65 per cent time and a lump sum salary payment of $450 to cover the period from January 1, to June 30, 1945.
Increase in time for Dr. Mary Thompson Williams from 63 per cent to 69 per cent time and a lump sum salary payment of $300 to cover the period from January 1, to June 30, 1945.

Increase in time for Dr. William Lidbeck, Clinical Instructor in Pathology from 5 per cent to 10 per cent time and a lump sum salary payment of $350 to cover the period from January 1, to June 30, 1945.

Funds in the budget will cover these time service adjustments. The balance of $400 remaining in the salary budget is recommended to be transferred to the wage budget to employ student and technical assistants.

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

I. Milhous, Ret. from part-time leave
Return from part-time leave of absence of Dr. Ivan C. Milhous, Associate Professor and Head of the Department of Education and Psychology, effective June 16, 1945. Amount of $92.50 required in current year is available from the $500.70 reserved from his budgeted salary to employ substitute assistance. The remaining $408.20 to revert to the Board's unappropriated fund.

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

A. Henning, Salary adj.
Salary adjustment for Mrs. Agnes Henning, Secretary to the President and Registrar, from $1,656 to $1,800, 12-months basis, effective July 1, 1945.

C. Scott, Salary adj.
Salary adjustment for Mrs. Claire Scott, Bookkeeper, from $1,656 to $1,800, 12-months basis, effective July 1, 1945.

Amount of $283 required in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.

The Board approved the following personnel adjustment in the Graduate Division:

M. A. Lee, Appointment
Appointment of Miss Marcia Ann Lee as Secretary in the Graduate Division, at an annual salary rate of $1,800, 12-months basis, yearly tenure, effective April 1, replacing Mrs. White, resigned. Requires $75 in 1944-45 from the Board's unappropriated fund.

ADJOURNMENT
The Board adjourned at 11:10 A.M.

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