STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
July 24, 1945
10:00 A. M.

MEETING #146
A regular meeting of the State Board of Higher Education was held
at the Benson Hotel, Portland, Oregon, on July 24, 1945.

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

Leif S. Finseth
R. C. Groesbeck
R. E. Kleinsorge
Phil Metschan

Herman Oliver
Beatrice Walton Sackett
Edgar W. Smith
A. R. Watzek

Willard L. Marks

There were also present: Chancellor Frederick M. Hunter; Dr. Charles
D. Byrne, Secretary of the Board; President Harry K. Newburn of the
University of Oregon; Dean D. W. E. Baird of the University of Oregon
Medical School; President A. L. Strand of Oregon State College; Presi-
dent C. A. Howard of Oregon College of Education; President Walter
Redford of Southern Oregon College of Education; and Dean J. F. Cramer
of the General Extension Division.

RE HERMAN
OLIVER

President Marks reported that Mr. Herman Oliver of John Day, Oregon,
had been appointed by the Governor as the new member of the State
Board of Higher Education, replacing Mr. Mac Hoke, deceased. He
stated that Mr. Oliver was one of the original members when the
single governing board was created.

MINUTES
APPROVED

The Board voted to dispense with the reading of the minutes of the
last meeting held June 12, 1945, and approved the minutes of this
meeting as they appeared in the docket.

CAMPU S
IMPRO VE-
MENTS AT
INSTITUTE
OF MARINE
BIOLOGY

Dr. R. E. Kleinsorge, Chairman of the Buildings, Grounds and Capital
Outlay Committee presented the following report:

"A continuation of the tidal erosion along the shores of the Marine
Institute property at Coos Bay has resulted in the undermining of
one of the dormitory barracks. If this erosion continues at the
present rate it will undermine to a certain extent a second building
within a year. There is a possibility of some correction of this
problem through a harbor improvement program under the Army Engineers,
but this is not likely to occur within the next year or so. There-
fore, it appears necessary to move these two buildings to another
location.

"The advisory committee of the Marine Institute surveyed the problem
recently and recommended a relocation of the two buildings to the
rear of the mess hall, on grounds that are thought to be reasonably
safe from the inroads of the ocean. To prepare the new site for
these structures will require approximately $300. Some additional
labor will be required in tearing down some minor buildings and providing storage for coal. This may entail an expenditure of an additional $200.

"In concurrence with the report of the advisory committee, the Chancellor is recommending that these expenditures out of funds now budgeted for the Marine Institute be authorized. The Committee also recommends that bids be secured on the moving of the two buildings to the new site, with a report back to the Board as soon as possible."

The Board approved the expenditure of the funds for the purpose indicated in the report and also approved the letting of bids on the moving of the two buildings to the new site.

Mr. Edgar W. Smith, reporting for the joint Building and Finance Committees, presented the following report:

<table>
<thead>
<tr>
<th>BUDGET FOR SPECIAL LEGISLATIVE EQUIPMENT APPROPRIATION</th>
</tr>
</thead>
</table>
| "The 1945 Legislature appropriated $220,000 for equipment additions and replacements at the several institutions. The request made to the Legislature grew out of a survey made by the Building Committee of the equipment needs of the several institutions, with the sum arrived at after paring down the requests of the institutions to a minimum. Allowance was made for the reserves accumulated by the institutions through Army depreciation payments and through the inability of the institutions to purchase during the war items of equipment with their normal equipment budget."

"The Chancellor presented a recommendation for the distribution of this special appropriation based on a number of criteria, such as the equipment inventories of the institutions, the requests submitted, the special Board allocations, and the reserves. The following distribution was recommended by the Chancellor:

<table>
<thead>
<tr>
<th>University of Oregon</th>
<th>$43,024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oregon State College</td>
<td>79,344</td>
</tr>
<tr>
<td>School of Engineering (Board Action May 7, 1945)</td>
<td>(25,000)</td>
</tr>
<tr>
<td>General Allocations</td>
<td>(54,344)</td>
</tr>
<tr>
<td>University of Oregon Medical School</td>
<td>24,186</td>
</tr>
<tr>
<td>Oregon College of Education</td>
<td>8,352</td>
</tr>
<tr>
<td>Southern Oregon College of Education</td>
<td>3,132</td>
</tr>
<tr>
<td>Eastern Oregon College of Education</td>
<td>1,000</td>
</tr>
<tr>
<td>General Extension Division</td>
<td>6,264</td>
</tr>
<tr>
<td>Centralized Activities</td>
<td>1,566</td>
</tr>
<tr>
<td>Board's Central Reserve</td>
<td>48,132</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$220,000</strong></td>
</tr>
</tbody>
</table>
"The Board's central reserve of $48,132 will be available in case unusual and costly items of equipment are made available at advantageous prices through the surplus property agencies.

"The Chancellor further recommended as follows: (1) that 50 per cent of the allotments be made available by each of the institutions for the current year, except in unusual situations where an institution needs to utilize the entire allotment immediately; (2) that in making the purchases the institutions will in the main follow the original listings as submitted in the Building Committee survey, and that all purchases from the allocation are to have the approval from the institutional head before the commitment to purchase; (3) that extraordinary items such as single pieces costing $1,000 or more, or purchases which are marked deviations from the lists originally submitted are to be subject to the approval of the Chancellor's Office and the Building Committee.

"The Chancellor also recommended the establishment of a central book purchase reserve fund of $15,000. The Committee recommends deferring this item for later consideration when the budget balances of the past fiscal year are definitely established. It recommends approval of the allocations as presented and the plans for the expenditure of the funds."

The Board approved the recommendation for the distribution of the special equipment appropriation and the deferment of the establishment of a central book purchase reserve fund.

REQUEST FOR DELAYED OPENING OF SCHOOLS

Mr. Smith presented the following report regarding the request from fruit growers and other organizations in the Medford area to postpone the opening of the institutions:

"The Chancellor presented communications received from fruit growers and other organizations in the Medford district (Fruit Growers League; Rogue River Valley Traffic Association; Southern Oregon Sales, Inc.; and Jackson County Chamber of Commerce) to postpone school openings at institutions of higher learning several weeks in order to make it possible for students in that area to assist in the fruit harvest. All Board members indicated that they appreciate the seriousness of the problem; but since only about 5 per cent of the student bodies are involved, it appeared impractical to disrupt the regularly scheduled calendar established and published six months ago. The Board endorsed the suggestion of the presidents that no change be made in the calendar, but that the institutions meet the situation by making it possible for students from this area who wish to help in the fruit harvest to do so without penalty and with the opportunity for making up their work. It was further pointed out that with school opening the middle of September, it was probable that these students could get in some school work prior to the time that the main harvest season starts."

The Chancellor supplemented the report of the Committee by presenting a telegram from The Dalles Chamber of Commerce wherein they
conceded in the request of the Southern Oregon organizations in asking that the opening be delayed.

The Board approved the report of the Committee and the suggestions contained therein and directed the Chancellor to make suitable replies.

Mr. Smith presented the following report regarding the purchase of additional quarters for the nursery school at the State College:

"In connection with the contract with the Federal government for the operation of a war emergency nursery school at the State College, the institution is obligated to furnish the building, with the Federal government supplying the necessary operating funds. During the past year a fraternity house has been rented for this purpose, but the fraternity has expressed its intent to repossess the property for the next school year. No other rental property suitable for the purpose is available.

"College officials located a suitable house north of the campus and immediately adjacent to the Rondeau property recently purchased for cooperative housing. This property is located in an area that is included in the campus development plan. The house has been offered to the Board for $6,500, which is considered a reasonable figure. With an expenditure of approximately $1,000, it can be made very suitable for nursery school purposes.

"The Finance and Building Committees jointly recommend the purchase of this house at the figure stipulated, with not to exceed $1,000 authorized for improvements and alterations. Funds for the total cost of not to exceed $7,500 are to come from the endowment pool with an interest rate of 4 per cent. While the property is used for nursery school purposes, a rental of $100 a month is to be budgeted in the School of Home Economics to repay the loan and cover the interest. This will require a budget addition for the current fiscal year because no funds are budgeted for this purpose."

The Board approved the above report and the recommendations of the committees contained therein.

Mr. Smith concluded the report of the joint Building and Finance Committees as follows:

"The Board's building program adopted at the May 16, 1944 meeting called for a $250,000 addition to the present women's dormitories at the University of Oregon. For some time a study of the problem has been underway by University officials, and the conclusion has been reached that for a number of reasons no addition should be made to the women's dormitories in their present location. The dormitories are now located in the center of the instructional area and should ultimately be converted to instructional uses. A new site seems essential with adjacent areas for recreational purposes and better location in relation to other student service units, such as the infirmary and the proposed union building."
"President Newburn studied the problem carefully and recommended that a new site be approved in a block east of the campus. President Newburn also indicated that the estimates made 18 months ago for the original dormitory addition would not be adequate to cover a women's dormitory for 200 students located on the suggested site. He indicated that this first unit of a women's dormitory, including living facilities for 200 students and kitchen facilities for 400, would cost in the neighborhood of $577,000 according to current price levels. He presented schedules showing that a 25-year loan for this amount could be financed with a reasonable margin of safety, utilizing the revenues from all the present dormitories and the new dormitory to cover the principal and interest charges. In order to service this loan, however, he pointed out that it would be necessary for the Board to defer the repayments on the advances made by the Board on the present dormitory bond issue.

"The Committees meeting in joint session gave careful consideration to the problem and are making the following recommendations: (1) that the site recommended by Dr. Newburn be approved and that the Secretary of the Board be authorized to secure options on properties in the specified block, these options to be presented to the Board if possible at the September meeting, with a program for financing the purchases from Board funds; (2) that University officials be authorized to study the plans for a women's dormitory on this site ultimately to house 400 women, with a 200 capacity unit to be erected as soon as possible; and that when purchase of the necessary site is assured the architects be authorized to proceed immediately with plans for the first unit."

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 Finance Committee received a recommendation of the Inter-institutional Fee Committee for an addition of $3 per term to the incidental fee at the State College and University and $5 per term to the three Colleges of Education. At the State College and University, this $3 per term addition, in connection with the present $2 allocation, will make available to all students a complete student activity program of the institutions including concerts, publications, athletic events, drama and forensic programs, and other similar campus activities. At the three Colleges of Education, where no student activity allocation has been made, the $5 per term addition will extend to all students similar privileges and opportunities. For the great bulk of the student body this addition to the fee will mean no additional cost and in many instances will result in a saving to the student.

"For graduate students at the State College and University, the fee addition recommended is $1.50 per term."
"In addition to providing democratic participation in all student activities, this amendment to the fee schedule will assure adequate administrative control and will make possible a much broader program available to all students."

"The Committee is recommending approval of this amendment effective at the beginning of the fall terms."

The Board approved the report of the Committee and adopted the recommended amendments to the fee schedule.

Mr. Smith presented the following report on the recommended fee schedule for special post-graduate courses at the Medical School:

"The Inter-institutional Fee Committee also presented an endorsement of the following fee schedule recommended by the Dean of the Medical School for special post-graduate courses for doctors returning from the service:

1. For full-time veterans' residency program - $50 per month.
2. For five day refresher courses - $50 (for the course).
3. For special refresher courses for specialists and general practitioners - $75 per month for first three-month period, $50 per month for second three-month period, and $25 per month for third three-month period.

"The Finance Committee recommends approval of these fees at the Medical School."

The Board approved the report of the Committee and the fee schedule recommended therein.

Mr. Smith presented the following report concerning recommended salary adjustments for two staff members at Southern Oregon College of Education:

"President Bedford presented to the Committee a recommendation for salary adjustments, effective August 1, from $3,370 per year to $3,600 per year for R. W. McNeal, Associate Professor of Geography and Dr. Wayne W. Wells, Associate Professor of Biology at the Southern Oregon College of Education. Funds for these increases are to come from the Institutional Salary Adjustment Reserve to the extent possible.

"The Finance Committee concurs in this recommendation."

The Board approved the report of the Committee and the recommended salary adjustments.

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

"The Chancellor presented a recommendation from Dean Baird involving an offer from the Clinical Studies Foundation of Astoria to give to the Medical School property and facilities estimated
at $2,500. The Foundation further offers to grant to the Medical School 10 per cent of all the research funds it raises for the use of the Biochemistry Department at the Medical School for a research program allied to the studies of the Foundation. It is understood that Dr. Jon Straumfjord, Director of the Foundation, is to be appointed as a Research Associate of the Medical School. The Chancellor is making the following recommendation with the understanding that there will be no cost to the Board entailed in this action now or at any time in the future:

(1) The Board accept as a gift the property and facilities of the Clinical Studies Foundation of Astoria estimated at $2,500.

(2) The Board accept 10 per cent of all research funds raised by the Foundation for the use of the Biochemistry Laboratory of the Medical School for research purposes.

(3) Dr. Straumfjord be appointed as Research Associate as recommended by Dean Baird to serve without salary.

"The Committee recommends acceptance of the gift under the terms specified."

The Board approved the report of the Committee and accepted the property and facilities of the Clinical Studies Foundation under the terms contained in the report.

RESOLUTION ON MAC HOKE

On motion by Mrs. Sackett and second by Mr. Smith, the Board unanimously adopted the following resolution memorializing the late Mr. Mac Hoke:

"In the untimely death of Mac Hoke June 19, the state of Oregon lost a valued citizen, Oregon agriculture lost an effective champion, and the members of this Board lost a worthy colleague and personal friend.

"In the five years that Mr. Hoke served the state as a member of this Board he devoted much of his time and talents to furthering the interest of the institutions, rendering particularly valuable service in the fields of finance and agriculture. As one of his last major activities on the Board, he headed, as chairman of the Committee on Agricultural Extension Service and Experiment Stations, a tour of inspection of this work. His discerning and comprehensive report of this tour may well serve to chart the course of the Board's agricultural program. His personal understanding of the problems of agriculture, his wide acquaintance in the industry nationally as well as in the state, and the esteem with which he was held in agricultural and governmental circles, made his efforts particularly effective.

"This Board expresses officially its sorrow and regret at Mr. Hoke's passing and extends to his family the sympathy and condolence of all its members."
President Marks read a tribute to Mr. Hoke from the Klamath County Chamber of Commerce.

The Chancellor read a letter which he had received from Mr. Hollis expressing his appreciation of his relationships with the Board and the Chancellor's Office during his tenure as Acting President. Mrs. Sackett, in response to Mr. Hollis' letter, made the following statement:

"I should like, in response to that letter, to express the appreciation of the Board for the very efficient and valuable service Mr. Hollis rendered in a position which is not an easy one. He grew in stature in the estimation of the Board and rendered an extremely useful service. His cooperation with the new President has been excellent and will continue to be excellent. We are grateful to him for this splendid service rendered to the Board and to the University."

Upon motion by Mr. Smith and second by Mr. Watzek, the Board adopted the statement of Mrs. Sackett as the official sentiment of the Board.

Mr. Hollis was also commended by Dr. Newburn for what he had done before and since Dr. Newburn's arrival at the University. He indicated that Mr. Hollis had been a great aid to him and to the institution.

President Marks appointed Mrs. Sackett to represent the Board at the commencement exercises to be held on August 22 at Oregon College of Education.

Dr. Byrne presented a letter dated June 21 from Congressman Harris Ellsworth indicating that an amendment to the Lanham Act had passed Congress which may offer some relief for veterans' housing problem at the institutions.

Dr. Byrne presented a communication from Governor Shull stating that Mr. Herman Oliver had been appointed as a member of the State Board of Higher Education for the term June 23, 1945 to March 2, 1949, inclusive, to succeed Mr. Mac Hoke, deceased.

Chancellor Hunter reported that in recent months there has been a marked increase in contributions from foundations for the support of the institutions of higher education. He presented a letter from H. J. Cox, President of the Forestry Research Foundation stating that at the last meeting of the Foundation, construction of the Industrial Building at the State College was unanimously recommended. In connection with the construction of this building, Mr. Cox indicated that the lumber industry, acting through the Foundation, pledges ample financial support for the purpose of furnishing adequate machinery, equipment and other facilities necessary to make it a high ranking forestry research building.

The Chancellor stated that a very notable contribution had been received from the Bonneville Power Administration through a cooperative research agreement with the State College wherein the Bonneville Power Administration supplies funds for specific research projects and the State College contributes supervision, laboratory space,
equipment and other facilities. To date, the amount pledged by
the Bonneville Power Administration on specific projects amounts
to $25,650. The Chancellor indicated that an item concerning this
was included in the docket for acceptance by the Board.

President A. L. Strand amplified the outlines of the plan by
clarifying the purpose and method of operation.

Chancellor Hunter reported that a grant of $100,000, over a four year
period, had been made to the University of Oregon Medical School by
the W. K. Kellogg Foundation to assist in the development of a program
for graduate and post-graduate medical education. $20,000 has been
received for the current year. Dean Baird reported that according to
a recent survey a large number of the doctors now in the service plan
to take graduate courses when returned to civilian life. He stated
that approximately 70 medical schools are going to carry the bulk of
this post-graduate education load. It was with this in mind, knowing
that it would be expensive and that the doctors would need encoura-
gement, that the Kellogg Foundation made funds available to assist 15
of the 70 medical schools.

The Chancellor reported that in the summer of 1939, Dr. F. G. Schmidt,
retired Professor of German and Head of the Department, made the
University of Oregon the beneficiary of his $5,000 life insurance
policy. In September of 1939 it was accepted by the Board as a
gift. Dr. Schmidt died this spring and the Northwestern Mutual Life
Insurance Company has paid to the University of Oregon the amount of
$5,035.75. In accordance with Dr. Schmidt's wishes, the funds will
be used to establish a fellowship for graduate students in German
at the University.

One of the greatest concerns and interests of the Board has been the
enrollment in the Colleges of Education. The Chancellor asked Presi-
dent Howard to comment briefly on the summer session enrollment.

In accordance with the request of the committee in charge of the Con-
don Lectureship, the Chancellor reported that the first series in the
Condon Lectureship is scheduled to be given sometime in November by
Dr. Howell Williams of the University of California. There will be
two lectures in Eugene, two in Corvallis and two in Portland.

The second series will be given by Dr. Fay-Cooper Cole, Head of
the Department of Anthropology at the University of Chicago, some-
time during the first three weeks in April.

The report was received and filed as an announcement.

The Chancellor presented a resolution from the Oregon Newspaper Pub-
lishers Association asking that when a new Journalism building is
constructed, it be named Eric W. Allen Hall, as a tribute to the
late Dean Eric W. Allen who founded the School of Journalism on the
University campus three decades ago. The resolution was referred
to the Building Committee.
ELECTION OF OFFICERS FOR 1945-46

Upon motion by Mr. Groesbeck and second by Mr. Watzek, the Board unanimously re-elected for the year 1945-46 the present officers of the Board, namely Willard L. Marks, President; Beatrice Walton Sackett, Vice President and Edgar W. Smith, the third member of the Executive Committee.

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:

Gamma Phi Beta Mothers' Club

Gift of $100 from the Gamma Phi Beta Mothers' Club, of Portland for the Gertrude Watson Holman Memorial Fund.

United Airlines

Gift of $300 from United Airlines of Seattle, for a $75 Scholarship to each of four students in the University summer session.

State College:

Ella Sachs Plotz Foundation

Grant of $400 from the Ella Sachs Plotz Foundation, Boston, Massachusetts, for research work in chemistry under the direction of Dr. van Wagendonk.

Medical School:

W. K. Kellogg Foundation

Grant of $100,000 over a four year period, from the W. K. Kellogg Foundation for financial assistance in the development of a program for graduate and post-graduate medical education. $20,000 has been received for the current fiscal year.

David P. Mathews Estate

Bequest of personal and real property, valued at approximately $25,464.69, from the estate of David P. Mathews, to be used for research and study in the treatment and cure of asthma.

Girl Scout Council

Gift of $212.70 from the Girl Scout Council of Lebanon, to the Doernbecher Hospital for the benefit of the children of the hospital.

Jackson County Chap.

Gift of $200 from the Jackson County Chapter of the National Foundation for Infantile Paralysis, to be used in the care of poliomyelitis patients at the Doernbecher Memorial Hospital for Children.

Rockefeller Foundation

Grant of $2,500 from Rockefeller Foundation, to purchase equipment to be used in a research project on hearing, conducted by Dr. Archi Tunbar.

Amer. Cancer Society

Grant of approximately $6,500 from the Oregon Division of the American Cancer Society for the purpose of improving diagnostic and treatment facilities in the Tumor Clinic. These funds will be used to purchase an instantaneous and deep x-ray therapy unit and furnish other service for the Clinic, including the salary for one year for an additional therapy technician and part-time employment for the technician a second year. Thereafter, the Medical School will be expected to include this position in its regular budget.
Eastern Oregon College of Education:

Gift of $75 from Dr. Thomas E. Griffith, of The Dalles, for a Medical and Dental Assistant scholarship.

Gift of $100 from Dr. C. L. Gilstrap and Dr. E. C. Miller, of La Grande, for a 1945-46 scholarship.

The Board voted to confirm the action of the following members in approving the candidates for degrees and diplomas at the several institutions:

University of Oregon  R. E. Kleinsorge
Oregon State College  A. R. Watzek
Oregon College of Education  Leif S. Finseth
Eastern Oregon College of Education  Phil Metschan
Southern Oregon College of Education  R. C. Groesbeck
University of Oregon Medical School  A. R. Watzek

Signed copies of the lists of approved candidates are on file in the Board's Office.

The Board approved the following reorganization in the administrative staff of the Federal Cooperative Extension Service, effective as of July 1, 1945:

Designation of Frank L. Ballard, present State Emergency Supervisor, as Associate Director of Federal Cooperative Extension, at a salary of $5,300, 12-months basis, indefinite tenure.

Continuation of William L. Teutsch as Assistant Director, with no change in salary.

Designation of Charles W. Smith, County Agent Leader, as Assistant Director, with no change in salary.

Continuation of Clifford L. Smith as Assistant County Agent Leader, with no change in salary.

Budget addition of $5,300 required in 1945-46 will come from the Director's Reserve.

A program of cooperative research has been negotiated between Oregon State College and the Bonneville Power Administration, representing the United States Department of Interior, wherein the Bonneville Administration supplies funds for specific research projects and the State College contributes supervision, laboratory space, equipment, and other facilities. A general "Memorandum of Understanding" has been worked out by Dr. Strand with the Bonneville Power Administration for the conduct of the research, with supplemental agreements for each particular project. To date, supplemental agreements have been worked out on the following specific projects:
Pipe and pipe materials for sprinkler irrigation $2,200 $1,100 $3,300
Home-built farm refrigeration units 3,800 1,700 5,500
Dairy water heating 2,000 800 2,800
Electric radiant panel heating 4,100 2,000 6,100
Reversed cycle heating 3,000 2,800 5,800
Electric heat storage and its economic aspects 2,550 1,350 3,900
Biochemical analysis on preservation of forage crops 4,000 1,900 5,900
Feeding experiments with hay cured by various methods 4,000 6,250 10,250

Total $25,650 $18,000 $43,650

President Strand indicated that the contribution from the State College will be met within the present budget and that no additional funds are required for these projects. From time to time, supplemental agreements for additional projects may be negotiated.

The Board approved the general "Memorandum of Understanding" and authorized the proper Board officials to sign the agreement. The supplemental agreements on each project will be executed as minor contracts in accordance with the Board's code regulations.

The hogged fuel and sawdust contract at the University expired June 30, 1945. New bids were obtained and the lowest bid was considerably higher than the previous contract. The Board approved the addition of $3,104 to the Heat and Gas Budget at the University to cover the added cost of hogged fuel and sawdust for the present fiscal year.

In order to avoid overdrafts in various departments of the Medical School, the Board approved the transfer of $3,965, chiefly from the Medical School Instruction budget, to the following budgets:

Registrar's Office $100
Diplomas and Certificates 315
Commencement and Convocation 250
Business Office 200
Medical School Instruction Equipment 225
Outpatient Clinic Inst. 2,790
Medical Research 85

The Board approved an addition of $2,174.06 to the Fees budget of the Educational Activities Department of the University to cover an overdraft. Funds for this increase are to come from the excess fees collected over the original estimate.
ADDN TO OUTPATIENT CLINIC BUD.

Due to an increase in patients and service at the Outpatient Clinic at the Medical School, the expenditures for the fiscal year 1944-45 exceeded the original estimate. The Board approved an addition of $2,000 from unbudgeted clinic fees to the Outpatient Clinic budget to cover these expenditures.

FINAL PAYMENT ON HALL RANCH BY OSC

When the Board authorized the purchase of the Hall Ranch for the Union Experiment Station on October 22, 1940, arrangements for annual payments were made on the basis of $800 from station sales funds and $200 from unrestricted funds. Because of increased sales income and in order to reduce interest expense, the Board on July 27, 1943 authorized three annual payments on the property instead of one and on December 14, 1943, two more annual payments were authorized. The State College now desires to liquidate the entire loan as of June 30, 1945 instead of making the annual installment payment of $1,000. The Board approved an appropriation of $884.13 from Board funds to match the $3,536.53 Eastern Oregon Livestock Branch Experiment Station funds to make this final payment. It will be possible to reduce the 1945-46 State College budget and each succeeding budget by $200.

TRANSFER IN MUSIC DEPT. AT OSC

Due to increased enrollment in the Music Department at the State College, both fees and expenses exceeded the original estimate during the past fiscal year. Accordingly, the Board approved the budgeting of $4,445.84 to the wage item of the Music Instructors' Fees account, from balances in the restricted Music Fee Income account to cover added instructional expense during the fiscal year 1944-45.

ADDN TO PHY. PLANT BUD. AT OSC

The Board approved the addition of $758.62 from Board funds to the 1945-46 Physical Plant budget to cover cost of installing additional shelving in Room 101 in the Oregon State College Library.

TRANSFERS IN PHY. PLANT BUD. AT OSC

The Board approved the transfer of $3,965.74 from the Building Repairs Special budget to the 1944-45 Janitorial budget of the Physical Plant at the State College to cover increased wage rates and other added expenses.

TRANSFERS IN DOEM. HOSP. BUD.

Expenditures for the Doernbecher Hospital for the fiscal year 1944-45 were somewhat larger than anticipated at the time the budget was prepared. In order to avoid an overdraft, the Board approved the budgeting of $4,300 from balances in the Hospital Fee account to the budget of the Doernbecher Hospital.

TRANSFERS IN MED. SCHOOL ACCOUNTS

The Board approved the transfer of $784.75 from the Mackenzie Memorial Income Clearing account to the Mackenzie Professorship in Surgery account, in the wage classification at the Medical School, to avoid an overdraft in the 1944-45 budget. The overdraft was due to the fact that Dr. J. A. Gius was paid temporarily on a wage basis due to a delay in his Navy orders, while at the same time his successor was being paid on the salary budget.
The Board approved the addition of $800 from Board funds to wages in the Museum of Natural History budget at the University, to employ for the summer period, E. L. Furlong of the California Institute of Technology, an expert in the preparation of vertebrate fossils. This will make possible the preparation of the present collection for effective student instruction and research.

During the past year, enrollment and expenditures exceeded the estimate in the School of Music at the University. In order to avoid an overdraft in the 1944-45 Music Instructors Fees budget, the Board approved the transfer of $1,271.99 to this budget from fees collected in excess of the budget estimate.

The following offer was presented from the Federal Works Agency increasing the maximum amount available from $13,046 to $14,892 for the maintenance and operation of the nursery school annex at Oregon State College, for the period July 1 through September 30, 1945:

"Subject to the Maintenance and Operation Terms and Conditions (FWA Form WS-101, dated April 1, 1945), attached hereto and made a part hereof, the United States of America hereby offers to contribute to you for the maintenance and operation of your war-time child care facilities, including necessary equipment, for the period from October 1, 1943 to September 30, 1945, both inclusive, (called the "Project") the sum of $14,892, or such lesser sum as the Commissioner of Community Facilities shall determine to be sufficient, with other funds herein required to be made available by you, for the Project.

If in the determination of the said Commissioner the continuation of the operation and maintenance of such facilities after September 30, 1945, is necessary as a war measure and funds are available therefor, the Commissioner may make an additional contribution or successive contributions to you for the operation and maintenance of such facilities for the period, or any part thereof, between October 1, 1945 and June 30, 1945, both inclusive, under the terms and provisions of this Agreement and upon prior written notice to you, and your requisitioning of any portion of any such additional contribution shall constitute your acceptance of said contribution and the terms and provisions under which it is made.

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

This Agreement shall take effect upon your accepting it in accordance with the applicable legal requirements for the formation of the contract.

This Agreement supersedes any and all prior offers and agreements for Federal aid, between the parties hereto bearing the above project number, and such prior offers and agreements are hereby revoked.
Provided that any acts performed or proceedings taken by either party pursuant to any such offer or agreement, duly accepted by you prior to the acceptance of this Agreement, shall not be impaired or invalidated but on the contrary shall be regarded as being within the purview of this Agreement.

The Secretary then presented the following resolution:

"WHEREAS, there has been filed with the Federal Works Agency in behalf of the State of Oregon, acting through the State Board of Higher Education for Oregon State College (Herein called the 'Owner'), an application for Federal assistance under the War Public Works program, and the UNITED STATES OF AMERICA, acting by and through the Federal Works Administrator, has transmitted to the Owner an Offer of Federal assistance in connection with the public works referred to in said application and described in said offer; and

"WHEREAS, said Offer has been duly read in open meeting, fully considered in accordance with all pertinent rules of procedure and legal requirements, and made a part of the Owner's public records; and

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

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

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

Leif S. Finseth
R. C. Groesbeck
R. E. Kleinsorge
Phil Metschan

Herman Oliver
Beatrice Walton Sackett
Edgar W. Smith
A. R. Watzek

Willard L. Marks

and the following voting nay: None.

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

The Memorial Union operating budget has been incurring an operating deficit for the past two years. This has been due to lowered income because of the lessening of student activities that produce income and to the additional expenditures caused by the heavy use of the building by army trainees. To meet this deficit, the Union has been forced to draw on its reserves for equipment and building repairs to the extent of $2,500 in 1943-44 and $1,500 in the past year. To place the Union budget on a proper basis so that deficits will not occur in the future and so that the reserve for deferred repairs on the building and equipment can be maintained, the Board approved the following plan:
(1) Beginning July 1, the dormitory shall contribute to the Union budget an annual amount of $1,200 to cover its proportionate share of the repairs to the building and to cover the inside repairs on the particular space it occupies.

(2) The sum of $800 will be added from Board funds to cover repairs to that portion of the building and equipment used for specific College purposes, such as institutional offices, class and lecture rooms, the herbarium, etc.

In the past the Union budget has carried the entire repair program and with these additions will be able to assume complete responsibility for repair to buildings and equipment without coming to the Board for funds.

SALE OF ION LEWIS BUILDING

An offer was received from Demme Brothers for the Board's one-third interest in the building known as the Ion Lewis building in Albina. The offer for the property was for $25,000 and the other owners of the two-thirds interest were very anxious to close the deal immediately. After inspection of the building and careful consideration of the offer, Acting President Hollis, with the approval of the Chancellor, recommended to the Executive Committee that the one-third interest held by the Board for the benefit of the Ion Lewis Scholarship be disposed of. The Executive Committee voted to authorize the sale and the representative of the purchaser was notified that the offer had been accepted. The Board confirmed the Executive Committee action and authorized the proper Board officials to sign the deed transferring the following described property:

Lots Seventeen (17), and Eighteen (18), Block Thirty (30), ALBINA in the City of Portland, County of Multnomah and State of Oregon.

SALE OF LOTS ADJOINING ION LEWIS BLDG.

A supplementary and later offer was received from Demme Brothers for two vacant lots adjoining the Ion Lewis Building in which the Board has one-third interest and the City holds title to the remaining two-thirds interest. The offer received for the Board's one-third interest is $500. The Board approved the sale of this undivided one-third interest in the following described property and authorized the proper Board officials to execute the deed:

Lots Fifteen (15), Sixteen (16), Block Thirty (30), ALBINA, in the City of Portland, County of Multnomah and State of Oregon.

EST. OF SEC. POS. IN IND. ARTS AND ED.

The Board approved the re-establishment of a full time secretarial position in the Departments of Industrial Arts and Industrial Education, at an annual salary rate of $1,500, 12-months basis. Of the $1,500 required for this position in 1945-46, $625 will be transferred from the Industrial Arts wage budget, $250 from the School of Education wage budget and $925 will be required from the Board's unappropriated fund.
The Veterans' Bureau has expressed willingness to establish a classification center on the Oregon State College campus similar to the one now operating at the University. The State College has delayed in the matter because it is not entirely equipped to handle the situation. In order to meet the requirements of the Veterans' Administration in testing and counseling, the Board approved the addition of $173.20 to the budget of the School of Education for the purchase of the necessary testing equipment.

At the July 27, 1937 meeting, the Board accepted a gift of 160 acres of timberland located near Eugene, for the benefit of the University Student Loan Fund. At the July 10, 1941 meeting, the Board approved the sale of the timber at a price of $3,000 cash. Recently the University received an offer of $3.75 an acre, or $600, for the 160 acres of logged off land. The Board approved the sale of this property at not less than $3.75 an acre and authorized the proper Board officials to sign the necessary documents.

The Office of Inter-American Affairs has granted $500 to the State System for the purpose of continuing the program of Institutes of Inter-American Affairs in Oregon for the next fiscal year. Previous grants were in the amount of $1,000 per year and were matched by $1,000 from Board funds. In order to carry out this program on a scale similar to that of former years, the Board approved an appropriation of $1,500 from Board funds.

The Board approved an appropriation of $350 to be used for the purchase of vestments for the college choir at Oregon College of Education. These vestments constitute equipment for those enrolled in a credit course and serve for the appearances of the choir at assembly programs, vespers services, graduation exercises and educational conferences.

There is reported under gifts the acceptance of $20,000 from the Kellogg Foundation for financial assistance in the current fiscal year for the development of a program of graduate and post-graduate work for doctors returning from military service. In order that the planning for this program may get under way, the Board approved the following budget for this special program:

**Income Budget**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kellogg Foundation</td>
<td>$20,000</td>
</tr>
<tr>
<td>Trainee Fees</td>
<td>4,965</td>
</tr>
</tbody>
</table>

**Expenditure Budget**

**Salaries**

- 2 full-time faculty members @ $6,000 per year, effective January 1, 1946 = $6,000
- 4 part-time faculty members @ $3,000 per year, effective October 1, 1945 = $9,000
- 2 part-time faculty members @ $3,000 per year, effective January 1, 1946 = $6,000

**Total Salaries** = $21,000
Requisition Budget

Resident physicians' stipends, administrative assistant, stenographic help, materials and expense, and equipment $6,965

Total Expenditure $24,965

The above budget will enable the Medical School to organize the program and get it under way.

PERSONNEL

The Board approved the following personnel adjustments at the University:

G. A. Oliver
Return from Military Leave
Return from military leave of G. A. Oliver, Head Football Coach and Assistant Professor of Physical Education, effective July 1, 1945, with 36 per cent time given to Physical Education and 64 per cent to athletic coaching. The portion of his salary paid by Physical Education will be provided by release of Anson B. Cornell, Athletic Manager, from his Physical Education duties and also by a slight reduction in time service given by John A. Warren in Physical Education. The Athletic Board will budget the funds for the coaching portion of Mr. Oliver's assignment. Requires $2,408.84 now budgeted in Physical Education and $4,191.16 in Athletic Board funds in 1945-46.

A. B. Cornell
Salary Adjustment
Salary adjustment for Anson B. Cornell, Athletic Manager and Instructor in Physical Education, from $4,270 to $4,470, effective July 1, 1945. Title of Instructor in Physical Education to be discontinued. Additional $200 required in 1945-46 to be provided from funds of the Athletic Board.

John A. Warren
Salary Adjustment
Salary adjustment for John A. Warren, Instructor in Physical Education and Freshman Coach, from $3,870 to $4,800. $930 required in 1945-46 to be provided from funds of the Athletic Board. Mr. Warren was also given the additional title and responsibilities of Acting Assistant Football Coach.

Theodore Kratt
Leave of Absence Without Pay
Leave of absence without pay for Dr. Theodore Kratt, Dean of the School of Music, for the fall and winter term to conduct classes in music appreciation and to serve as choral and instrumental conductor in the European theater of operations.

John Stehn
Appointment
Appointment of John Stehn, Assistant Professor in the School of Music, as Acting Dean of the School of Music, effective July 1, for the fall and winter term, with a temporary adjustment in salary, from $3,070 to $3,070, effective September 16, 1945. The funds in the Mathematics budget now allocated for Mr. Stehn in the amount of $767.50 will be held in the Mathematics Department budget to replace his teaching services in Mathematics.

Donald Allton
Additional Compensation
Additional compensation for Donald Allton, Assistant Professor in the School of Music, of $75 per term for two terms for taking over a portion of Dean Kratt's work.
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Arnold Elston
Additional Compensation
Additional compensation for Dr. Arnold Elston, Assistant Professor in the School of Music, of $75 per term for two terms for taking over a portion of Dean Kratt’s work.

Dean Kratt’s Salary
The unused amount of $2,045.83 of Dean Kratt’s salary is to be held in the School of Music budget pending developments during the year.

W.F.G. Thacher Sabbatical Leave
Cancellation of sabbatical leave for W. F. G. Thacher, Professor of English and Advertising, for the fall term 1945-46, and recommendation for leave of absence without pay for fall and winter terms 1945-46 to accept an offer from the Federal Government to teach advertising in a school conducted for soldiers in the European area. Salary savings of $2,777.76 to be retained in the budgets to employ substitute assistance.

Mrs. Jane Thacher Leave of Absence without Pay
Leave of absence without pay for Mrs. Jane Thacher, Professor of Piano in the School of Music, for the academic year 1945-46, to visit music centers in the United States and to join her husband later in England. Mrs. Thacher is employed entirely on the music instructors fees budget and no salary is involved.

Hoyt Trowbridge Leave of Absence without Pay
Leave of absence without pay for Dr. Hoyt Trowbridge, Associate Professor of English, for the academic year, 1945-46, to accept a visiting professorship at the University of Chicago. Salary savings of $3,520 to be retained in the budget of the department to employ substitute assistance.

Harry B. Yocom Sabbatical Leave
Sabbatical leave on half salary for Dr. Harry B. Yocom, Head of the Department of Biology and Professor of Zoology for the academic year 1945-46, for rest and recuperation. Salary savings of $2,103.75 to be retained in the budget to employ substitute assistance.

Ralph Briggs Appointment
Appointment of Ralph Briggs as Assistant Professor of Piano in the School of Music, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective September 16, 1945. Requires $3,000 in 1945-46 from the Board’s unappropriated fund to be offset by increased fee income from music lessons.

Helen M. Petroskey Resignation
Resignation of Miss Helen M. Petroskey, Assistant Professor of Physical Education, effective June 30, 1945, to accept another position. Salary funds budgeted for her during 1945-46 to be retained in the budget pending appointment of a successor.

Will V. Norris Additional Title
Additional title of Supervising Engineer for Dr. Will V. Norris, Professor of Physics, effective July 1, 1945. No change in budget. For several years Dr. Norris has been acting as adviser to the President on matters pertaining to building construction, major remodeling, etc.

Clarice E. Krieg Reappointment
Reappointment of Clarice E. Krieg, Catalog Librarian, as Acting Librarian and Assistant Professor, at an annual salary rate of $3,070, 12-months basis, effective July 1, 1945. Miss Krieg will continue in this position during the present year or until such time as the position of Librarian is filled. Funds for this posi-
tion are available in the budget of the Library. Funds freed by
Miss Krieg's appointment as Acting Librarian to be retained in the
budget to employ substitute assistance.

Karl J. Belser
Appointment
Appointment of Karl J. Belser as Planning Consultant, Bureau of
Municipal Research and Service, at an annual salary rate of $4,500
12-months basis, yearly tenure, effective September 1, 1945. $3,870
is provided in the Social Science Service Bureau for the position
and the remaining $630 will be provided by the League of Oregon
Cities. Due to delay in appointment, $645 will revert to the Board's
unappropriated fund for the current year.

F. Dean Moore
Appointment
Appointment of F. Dean Moore as Instructor in English, at an annual
salary rate of $2,070, 10-months basis, yearly tenure, effective
September 16, 1945. Budget position provides only $1,970, therefore
$100 required from Board's unappropriated fund.

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

D. R. Morrill
Resignation
Resignation of Dr. D. R. Morrill as Assistant Veterinarian in the
Department of Veterinary Medicine of the Experiment Station, effective
July 1, 1945; and appointment of Dr. J. W. Amsieju as Research
Assistant in the Department of Veterinary Medicine at an annual
salary rate of $2,600, rank of Instructor, 12-months basis, yearly
tenure, effective July 1, 1945. Salary savings of $70 in 1945-46 to
be transferred to wages in the department. Dr. Amsieju's appointment
is of a temporary nature pending the return of Dr. Rosenwald, on mili-
tary leave.

Kenneth W.
Sawyer
Resignation
Resignation of Kenneth W. Sawyer, County Agent of Jefferson County,
to accept private employment, effective May 31, 1945. Salary savings
of $270 in 1944-45 to be transferred to the Director's Reserve.

Don Josey
Resignation
Resignation of Don Josey, County Agent of Clatsop County, to manage
a cold storage locker concern, effective June 30, 1945. Salary
savings of $3,060 to revert to the Director's Reserve.

Ira S. Allison
Leave of Absence Without Pay
Leave of absence without pay for Ira S. Allison, Professor of
Geology, for the fall term, to permit him to participate in the
Army Educational Program in Europe. Of the salary savings of $860
in the Geology budget, $400 will be transferred to wages to employ
substitute assistance and $460 will revert to the Board's un-
appropriated fund. Salary savings of $430 in the Science Survey
budget to be retained in the budget to employ substitute assistance.

E. F. Torgerson
Extension of Leave
Extension of leave of absence without pay for E. F. Torgerson,
Associate Professor in the Soils Department of the Experiment
Station until October 1, 1945. Of the salary savings of $842.50
$200.50 will revert to the Board's unappropriated fund and $642
will be transferred to wages in the Soils Department of the
Experiment Station to employ substitute assistance.
Return from military leave of Howard Raabe, Instructor in Physical Education, and a promotion in rank to Assistant Professor, with a corresponding increase in salary from $2,370 to $3,200, 10-months' basis, indefinite tenure, effective September 16, 1945. Amount of $830 required in 1945-46 for the salary increase will come from the Institutional Salary Adjustment Reserve, the remainder to come from the reserve for staff members returning from leave.

Salary adjustment for M. B. Hatch, Associate Professor in the Department of Agricultural Chemistry, from $3,000 to $3,300, 12-months' basis, indefinite tenure, effective July 1, 1945. $300 required in 1945-46 to be transferred from wages in the Food Industries and Agricultural Chemistry budgets.

Salary adjustment for Mrs. Winnifred Gillen, Home Demonstration Agent of Klamath County, from $2,862 to $3,162, 12 months' basis, indefinite tenure, effective July 1, 1945. Amount of $300 required in 1945-46 to be transferred from the Director's Reserve.

Salary adjustment for Louisa Kanipe, Assistant Professor in the Federal-State Cooperative Seed Testing Laboratory, from $2,600 to $2,900, 12-months' basis, yearly tenure, effective July 1, 1945. The Federal Government will continue to pay $1,600 of her salary. Requires $300 in 1945-46 to be transferred from wages in the Experiment Station Farm Crops budget.

Salary adjustment for Miss Emnice Courtright, Acting Alumni Manager, from $2,370 to $2,600, 12-months' basis, yearly tenure, effective July 1, 1945. Amount of $230 required in 1945-46 to be provided from Alumni funds.

Appointment of Miss Marie Diedesch as Assistant Professor in the School of Home Economics, at an annual salary rate of $3,300, 10-months' basis, yearly tenure, effective September 16, 1945. $2,070 budgeted for the position. Additional amount of $230 required in 1945-46 to be transferred from another salary position in the budget.

Appointment of John Gordon Hood, as County Agent of Clatsop County, at an annual salary rate of $3,240, rank of Assistant Professor, 12-months' basis, indefinite tenure, effective July 1, 1945. Requires an additional $180 in 1945-46 to be provided from the Director’s Reserve.

Appointment of Miss Elvira Jensen as Assistant Professor in the School of Home Economics at an annual salary rate of $2,770, 10-months' basis, yearly tenure, effective September 16, 1945. Funds for the position are available in the budget of the department.

Appointment of F. B. Wolberg as Assistant Professor of Dairy Husbandry in the School of Agriculture and Assistant Dairy Husbandman in the Experiment Station, at an annual salary rate of $3,600, 12-months' basis, yearly tenure, effective September 1,
July 24, 1945

1945. Salary savings of $270 due to delayed appointment to be transferred to wages in the Experiment Station Department of Dairy Husbandry.

Lois Young
Appointment
Appointment of Miss Lois Young as Research Assistant in the Department of Food Industries, at an annual salary rate of $1,800, rank of Instructor, 12-months basis, yearly tenure, effective July 1, 1945. This is a new position and requires $1,800 in 1945-46 to be supplied by the Agricultural Research Foundation.

John W. Nelson
Appointment
Appointment of John W. Nelson as Associate Professor of Pharmacology and Pharmacognosy at an annual salary rate of $3,500, 10-months basis, yearly tenure, effective September 16, 1945, to replace Walter G. Fredell, resigned. Mr. Fredell was appointed in the annual budget and his appointment was to have been effective September 16, 1945. No change in budget.

L. C. Baron
Appointment
Appointment of L. C. Baron as Assistant County Agent of Josephine County, at an annual salary rate of $2,808, rank of Instructor, 12-months basis, yearly tenure, effective July 1, 1945. This is a new position and requires $2,808 in 1945-46 from the Director's Reserve. County Court is supplying additional funds for local expenses of travel, etc.

Helen Taylor
Appointment
Appointment of Miss Helen Taylor as Home Demonstration Agent of Polk County, at an annual salary rate of $2,520, rank of Instructor, 12-months basis, yearly tenure, effective July 1, 1945. This is a new position and requires $2,520 in 1945-46 from the Director's Reserve. County Court has provided funds for local expense.

James V. Jordan
Appointment
Appointment of James V. Jordan as Research Fellow in the Experiment Station Department of Soils, at an annual salary rate of $912, 10-months basis, yearly tenure, effective September 1, 1945. This is a new position and requires $912 in 1945-46, funds to be provided by the Agricultural Research Foundation.

F. A. Everest
Resignation
Resignation of F. A. Everest, Assistant Professor of Electrical Engineering now on war leave, effective June 30, 1945. No funds budgeted for the position in the current fiscal year.

C. A. Arents
Appointment
Appointment of C. A. Arents as Assistant Professor of Mechanical Engineering, at an annual salary rate of $3,000, 10-months basis, indefinite tenure, effective September 16, 1945. Requires $3,000 in 1945-46 from the Board's unappropriated fund.

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

Jane Dale
Salary Adjustment
Salary adjustment for Miss Jane Dale, Assistant Professor of Education, from $275 to $325 for the first half of the 1945 Summer Session for carrying an additional class; and an additional $60 to employ her from July 19, to 26, as a substitute for Miss Emma Henkle, who will be teaching at the Portland Center during that period. Requires $110 in 1945-46 from the Board's unappropriated fund.
The Board approved the following personnel adjustment at Southern Oregon College of Education:

Ethel Stockard  Leave of absence without pay for Miss Ethel Stockard, Assistant Professor of Education and Supervisor of Teaching, from September 1, 1945 to May 31, 1946, to attend Columbia University; and the appointment of Miss Neva West, Instructor in Education, to replace her, at an annual salary rate of $1,249.17, nine-months basis, yearly tenure, effective September 1, 1945. No change in budget.

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

Mrs. Zelta Rodenwald  Leave of absence without pay for Mrs. Zelta Rodenwald, Director of Women's Programs at Radio Station KOAC, from July 25 to September 17, 1945, for rest and recuperation. Salary savings of $458.55 to be transferred from salary to wages to employ substitute assistance.

Earl Britton, Resignation  Resignation of Earl Britton, Director of Agricultural programs and Assistant Professor, effective July 15, 1945. Salary savings of $3,262.90 to be transferred to wages to employ substitute assistance.

SUCCESS OF SPECIAL ELECTION  Dr. Kleinsorge spoke briefly on the success of the Board's building program in the special election held June 22. He said the Board felt much gratification in the successful conclusion of two years work on the building program and in the confidence shown by the people of the State.

Mr. Marks added that the success of the election was a tribute to Dr. Kleinsorge and the members of the Building Committee.

COMMITTEES APPOINTED FOR 1945-46  Mr. Marks appointed the following membership to permanent and special committees of the Board for the ensuing year:

Committee on Finance — Edgar W. Smith, Chairman; Herman Oliver; A. R. Watzek.

Committee on Curricula — R. C. Groesbeck, Chairman; Beatrice Walton Sackett; A. R. Watzek.

Committee on Buildings, Grounds and Capital Outlay — R. E. Kleinsorge, Chairman; Leif S. Finseth; Phil Metschan.

Committee on Insurance — Leif S. Finseth, Chairman; Edgar W. Smith; R. C. Groesbeck.

Committee on Public Relations — Leif S. Finseth, Chairman; Phil Metschan; Herman Oliver.

Committee on Agricultural Extension Service and Experiment Stations—Herman Oliver, Chairman; Edgar W. Smith; R. E. Kleinsorge; Phil Metschan.
Committee on Rules and By-Laws - A. R. Watzek, Chairman; R. C. Groesbeck; Herman Oliver.

Committee on Unified Administration - Phil Metschan, Chairman; R. E. Kleinsorge; R. C. Groesbeck; Beatrice Walton Sackett.

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

ADJOURNMENT The Board adjourned at 11:45 A. M.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Secretary