STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
December 11, 1945
10:05 A. M.

MEETING #149
A regular meeting of the State Board of Higher Education was held at the Benson Hotel, Portland, Oregon, on December 11, 1945.

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

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

Herman Oliver
Beatrice Walton Sackett
Edgar W. Smith
Willard L. Marks

Absent: A. R. Watzek

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; President C. A. Howard of Oregon College of Education; President Roben J. Maaske of Eastern Oregon College of Education; President Walter Redford of Southern Oregon College of Education; Dean D. W. E. Baird of the University of Oregon Medical School; and Dean J. F. Cramer of the General Extension Division.

RE WATZEK
Dr. Byrne reported that he had received a letter from Mr. Watzek indicating that he would be unable to attend this meeting of the Board as he had been ordered by his doctor to spend a period of recuperation in California.

RE W. A. JENSEN
Mr. Marks announced that he has just been advised of the death of W. A. Jensen, who for 38 years was Executive Secretary of Oregon State College, and who for the past 3½ years had been on emeritus status. The Board unanimously approved the following resolution and directed the Secretary to transmit a copy to the family:

WHEREAS, for thirty-eight years William A. Jensen rendered distinguished and devoted service to Oregon State College, its faculty and students, in his capacity as Executive Secretary; and

WHEREAS, his lovable personality and ever-kindly courtesy endeared him to his co-workers at Oregon State College and to educators throughout the State of Oregon; and

WHEREAS, his administrative skill and his capacity as a leader played an important part in the growth and development of Oregon State College during his long tenure; therefore be it
RESOLVED, that the State Board of Higher Education, in regular meeting assembled on December 11, 1945, does hereby express to the family of William A. Jensen its sincere sympathy on his untimely death, and directs that this Resolution be embodied in the official minutes of the Board as a memorial tribute to Mr. Jensen's distinguished life and service."

The Board voted to dispense with the reading of the minutes of the last meeting held October 23, 1945, and approved the minutes of this meeting as they appeared in the docket.

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

"Dr. Strand and Professor B. F. Ruffner presented on behalf of the School of Engineering a request to establish a college-directed flight training program, utilizing the courses now approved in the engineering curriculum and the facilities of the Corvallis airport. This airport, which has recently been declared surplus by the armed forces, provides an ideal arrangement for the flight training program, and the institution has the necessary facilities for the ground work. The plan is to enter into a contractual arrangement with a flying school operator for the actual flight instruction, with the operator to furnish all the necessary equipment. A fee of $80 per term would be levied on each student enrolled in the flight training program. Of this amount, $70 would go to pay the flying school operator, approximately $2.25 would be utilized to purchase the necessary insurance, and the remaining $7.75 would accrue to the general fund to help finance the cost of the program. Professor Ruffner believes that ultimately enough students would be enrolled so that the entire program would be self-sustaining. In order to start the work, however, he recommended a budget of $2,380 for the current fiscal year, covering the salary of a part-time ground instructor, a secretary, small sums for wages, materials and travel, and $500 for equipment.

"The Finance Committee was impressed with the desirability of launching such a program and is recommending that the fee of $80 per term per student be approved, and that the budget sum of $2,380 be authorized, $500 of which is to come from the reserve built up from the previous Civilian Pilot Training program."

The Board approved the report of the Committee, authorized the levying of a fee of $80 per term per student, and the establishment of a budget of $2,380, as recommended.

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

"President Strand reported that the KOAC staff in charge of physical plant has been notified that the Navy has relaxed its restrictions of the use of the 550 kilocycle channel on
which the state-owned station KOAC operates. As this is considered one of the most desirable broadcast channels, there has been an immediate filing of applications by existing stations on this channel for increased power and by others to obtain a license on this wave length. Certain of these applications, if granted, would, according to the engineers, result in serious interference with the present operation of KOAC, which itself contemplates asking for a renewal of its original application for 5,000 watt nighttime power instead of the present 1,000. As all of these applications will require hearing before the Federal Communications Commission, it became necessary about two weeks ago to seek immediate authorization for the employment of a legal representative to prepare and present KOAC's case before that body. The Chancellor reported this to the Finance Committee through correspondence and indicated he was planning to authorize as an emergency the employment of an attorney at a cost not to exceed $1,000. Judge John C. Kendall of Portland was employed to represent the station.

"The Finance Committee confirms the action of the Chancellor and recommends approval of not to exceed $1,000 to cover the expense."

The Board unanimously approved the filing of an application with the Federal Communications Commission for an increase to 5,000 watts nighttime power for the state-owned station KOAC, authorized President A. L. Strand to execute the application for the licensee, Oregon State Agricultural College, and approved the appointment of Judge John C. Kendall of Portland to represent Station KOAC in the hearing before the Federal Communications Commission at a cost not to exceed $1,000.

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

"Dean E. B. Lemon and Mr. Traver reported to the Committee that the plans and specifications for the Women's Dormitory at the State College will be completed about January 1. In order to expedite the construction program on the building so that it will be ready for occupancy by the fall term of 1946, it appears necessary to call for bids as soon as possible. Mr. Traver recommended that the Committee authorize the advertising for bids with the bid opening to take place on Tuesday afternoon, January 22, which is immediately after the January Board meeting. When the bids have been received, it will then be possible to determine the size of bond issues to be floated, and steps can then be taken to advertise for the sale of the bonds, the necessary bond issuing action to be taken at a special meeting of the Board in mid-February.

"The Committee recommends approval of final plans and specifications and that authorization be granted to call for bids on this structure."

The Board approved the final plans and specifications on the Women's Dormitory at Oregon State College and authorized advertising for bids on the structure.
Dr. Kleinsorge concluded the report of the Building Committee as follows:

"Mr. Traver reported that the architectural firm of Jones and March have completed the preliminary plans on the Naval R.O.T.C. Building. In order to pay the architects the 1 per cent fee to which they are entitled, it is necessary for the Building Committee to approve the preliminary plans. President Strand had previously reported to the Finance Committee that notification had been received from the Navy that the present contract for instructional work and housing of the Naval R.O.T.C. unit under its present mode of operation will be cancelled on March 23, but that the peacetime program of Naval R.O.T.C. will be continued at the institution.

"In view of the national uncertainty as to all military training programs, it appears advisable to defer action on further planning of the building until such time as definite action is taken by the Congress and a program worked out by the Navy. The Committee therefore recommends approval of the preliminary plans as submitted, with the understanding that this action does not constitute approval for the site of the building set forth in the preliminary plans, and that no further work on the plans be authorized for the present."

The Board approved the preliminary plans for the Naval ROTC Building as presented, with the understanding that no further work on the plans be undertaken at the present, and that approval of the preliminary plans does not constitute approval for the site of the building as set forth in the plans.

Dr. R. E. Kleinsorge, reporting for the joint Building and Finance Committees, presented the following report:

"President Newburn, on behalf of the University, and Dean Lemon, on behalf of the State College, presented programs of emergency housing for veterans at the two major institutions calling for acquisition of sufficient Vancouver war housing to accommodate approximately 500 veterans at each institution. These houses appear particularly adapted to the program because of their flexibility in accommodating either married or single veterans. Both programs involve not only the housing units but also the necessary cafeteria facilities and equipment.

"Because of the lack of accurate information on the actual cost of moving and setting up the houses, the cost of installing the necessary heating facilities, and the terms under which the surplus equipment could be acquired, it is recommended that authority be granted to draw up specifications for the moving of the houses and that bids be obtained. The Committee recommends that the Board authorize this procedure and also authorize Dr. Byrne to negotiate with the Federal Public Housing officials in Seattle on both the availability of houses and on equipment for them."
December 11, 1945

"At the January meeting of the Board complete information will be available on the cost so that the necessary steps to finance the program can be taken. This procedure will entail no delay in advancing the program of housing. It is contemplated that these installations can be ready for occupancy at the opening of the 1946 fall term.

"It appears from the data presented by Dr. Byrne, that while these projects can be largely self-financed through bond issues to be retired from income, it may be necessary to ask the Governor to enlist the aid of the Emergency Board to supply supplemental funds in order to finance the program in a reasonable length of time and keep the room and board charges within the means of the students."

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

FINANCING
OF DORM
AT OSC

Dr. Kleinsorge reported as follows on the preparation of bond resolutions and other documents necessary in the financing of the Women's Dormitory at Oregon State College:

"Coincident with the taking of bids on the construction of the Women's Dormitory at the State College, it will be necessary to prepare bond resolutions and other documents necessary in financing the structure. It is contemplated that as soon as the construction bids are opened and the cost of the building is definitely known, a program of advertising for bids on the bonds will be arranged, these bids to be opened and the necessary bond resolutions adopted at a special meeting about the middle of February. Immediately thereafter the construction bids can be signed and the contractor can proceed with the construction work.

"The Committee recommends that the necessary bond forms be drawn up on the basis of a maximum period of 25 years and specifying other provisions as outlined by Comptroller Bork. The Committee also recommends that Attorney K. J. O'Connell be employed to prepare the necessary bond forms and resolutions."

The Board approved the drawing up of the necessary bond forms and the employment of Attorney O'Connell to prepare the bond forms and resolutions.

PURCHASE BY
ALUMNI HOLD.
COMPANY OF
PROP. REQ.
FOR U OF O
DORM SITE

Dr. Kleinsorge presented the following report concerning three parcels of property needed as a future dormitory site at the University:

"President Newburn presented to the Committee a plan for financing the purchase of three parcels of property needed as a future dormitory site at the University. He indicated that the Alumni Holding Company had voted to purchase the property, borrowing the funds and repaying the loan through the net rental income. Dr. Newburn indicated that these are
good income producing properties and such a loan would probably be retired in approximately 10 years. The title of the property will be taken in the name of the State. The Alumni Holding Company proposes to turn over the property to the Board when it is needed for dormitory purposes, with the provision that the Board at that time assume either the unpaid obligation on the property or $6,000, the value of the land, whichever is greater.

"The Committee recommends approval of the proposal and directs that a letter be sent to the Alumni Holding Company agreeing to this proposal."

The Board approved the proposal of the Alumni Holding Company and instructed the Secretary to write a letter to them agreeing to the proposal.

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

"At a previous meeting of the Board a committee, consisting of the Chairman of the Finance Committee, the Chairman of the Building Committee and the President of the Board, was designated to investigate the need for engineering equipment at the State College and report back to the Board. The President of the Board was unable to make the inspection trip but the other two members of the Committee spent a day at the State College making a detailed survey of the situation.

"Members of the committee were impressed by the utter inadequacy of the facilities for engineering instruction in all departments, though some of the departments were worse than others. Much of the equipment is obsolete and there is a complete lack of equipment essential in teaching the modern developments, such as electronics. The committee asked Dean Gleeson to prepare a report outlining in detail the needs of the School for both equipment and buildings and suggesting a program of acquiring these facilities over a reasonable period of time. All members of the Board reviewed this comprehensive report of Dean Gleeson, which recommended an immediate appropriation of $59,890 and an annual additional equipment allowance of $25,000, over three bienniums, beginning with the school year 1947-48 and extending through the year 1952-53. This would mean a total for the period of $209,890.

"The Committee endorses the report of Dean Gleeson. It is an indication of the dire needs for equipment in a number of the schools in the System, including the School of Home Economics and the School of Agriculture at the State College, and the science and other departments at the University.

"There are no funds available in the current year's budget to provide an immediate appropriation for the School of Engineering. The Committee is recommending, however, that in building the annual budget for next year, consideration be given to provide
for this item. It further recommends that in preparing the biennial request to the next Legislature, and to succeeding Legislatures, that the special item for equipment amounting to $220,000, approved at the last session of the Legislature, be continued through at least four successive biennial requests."

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

Mr. Marks reported that in the interim since the last Board meeting the Executive Committee had been called on to consider the securing of 53 trailer houses on a lease basis from the National Housing Administration for the temporary housing of married students at the University of Oregon. (50 for living units and 3 for utility units.) In order to get these trailer houses in operation by the beginning of the winter term, it was necessary to make arrangements immediately for the moving and setting up of these units. The University proposes to finance this trailer house project with the Facility Use Fund which accrued through the Army and Air Force training programs. This fund will be reimbursed from the net rentals from the trailer houses.

Mr. Marks indicated that the Executive Committee approved the project and the Board voted to confirm the action of the Committee.

Mr. Marks read to the Board a resolution from the Corvallis Post #11 of the American Legion protesting the holding of classes in the institutions of higher education on November 12, which was designated as the official Armistice Day holiday, since November 11 fell on Sunday. The Chancellor indicated that a similar resolution had been received both in his office and the office of the President of Oregon State College. Both he and President Strand answered the communications indicating that the acceleration program during the war emergency required the elimination of Armistice Day as a holiday. When the calendars for the present school year were made up early in January, hostilities had not ceased and classes were, therefore, scheduled for November 12. The Board received the resolution and directed that it be filed.

President Marks presented to the Board a communication from W. T. Evenson, Chairman of the Local Veterans Assistant Committee of the Columbia County Selective Service Board, with a copy of a letter from the Registrar's Office at Oregon State College attached. Mr. Evenson stated that in reading the Registrar's letter it was concluded that it is necessary for a veteran to carry a better than average load to qualify as a special student at Oregon State College. The Committee felt this requirement was unfair to the returning veterans. Mr. Marks indicated that all special students, not only veterans, are required to make a better grade point average than that required of regular students and the Secretary of the Board was instructed to direct a letter to Mr. Evenson containing that information.

Dr. Byrne presented a communication from Alfred S. V. Carpenter, President of the Fruit Growers League at Medford, wherein Mr. Carpenter indicated that thousands of dollars worth of pears were lost this year due to insufficient packers. The Fruit Growers
League suggested that the Board consider a later date for opening the institutions in the fall as a permanent policy. They indicated that the plan used this fall allowing students to start classes late gave very little relief in the labor situation in the Medford district. It was the consensus of Board members that it would not be feasible to establish a later opening date for all students to accommodate the relatively few students who might be engaged in pear harvesting and packing. The Chancellor indicated that he had written Mr. Carpenter pointing out that if the institutions built their calendars to accommodate the emergency labor requirements in all sections of the State, it would result in a chaotic school year. The Board received the letter and directed that it be filed.

Selection of Dean for University of Oregon Dental School

Chancellor Hurler stated that the docket contains an item for the election of a dean for the University of Oregon Dental School. He indicated that throughout the canvass he was impressed by two things: (1) the great scarcity of high-grade material for such a position and, (2) the high salary demanded by the men qualified for the position. The Chancellor said he was also impressed by the fine cooperation between the University President's Office and the Advisory Council established by the Legislature. He called on President Newburn to explain in detail the background and experience of the man he was recommending for the deanship.

President Newburn outlined both the educational and professional background of Dr. Harold J. Noyes, who is being nominated for the position. He indicated that Dr. Noyes will be available by July 1, 1946, and possibly earlier. Action on the appointment of Dr. Noyes was deferred until the item was taken up in the docket.

Gifts

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

University

Gift of $1,110 from the Portland Rose Festival Association to cover fees for the current year as scholarships for eight girls who were selected as princesses at the 1945 Rose Festival. (Fall term fees totaling $370 already paid.)

Gift of $314.09 from John G. Foster of Eugene to the Arthur P. Pratt Scholarship Fund.

Gifts as follows to apply on the purchase of the Susie Pipes' Musical Library:

- Carl C. Washburne $100
- Mary C. Brockelbank $100
- A. M. Collier $100
- Mrs. George Gustina $100
- Burt Brown Barker $150
- Miscellaneous donors $320
State College

Grant of $9,325 from the Research Corporation of New York City for further support of the research project being conducted under the supervision of Dr. Rosalind Wulzen.

Grant of $1,750 from the Consolidated Vultee Aircraft Corporation of San Diego, California, to cover one scholarship of $250 and two graduate fellowships of $750 each.

Grant of $400 from the National Science Fund of the National Academy of Sciences to assist Professor van Wagtendonk in his studies of the fat soluble dietary factor.

Medical School

Grant of $3,000 from the Schering Corporation of Bloomfield, New Jersey, to be used for research in endocrinology in the Departments of Medicine and Physiology under the direction of Dr. Carl G. Heller. The fund is to be known as the Schering Fellowship in Endocrinology.

Zimmerman to Sign Alcohol Reports

The Board authorized William A. Zimmerman, Assistant Business Manager of the University of Oregon Medical School, to execute all documents required by the Treasury Department in connection with the purchase and use of tax-free alcohol by the Medical School, including reports covering use of alcohol and applications for basic and withdrawal permits.

Budgeting of Sales & Gift Income at OSC

Because of current high prices, the income from sales in the Branch Experiment Stations and in Central Station Departments exceeded estimates. Costs for labor, materials, equipment, etc., also have been increased. In addition, during the war the upkeep on physical properties of the experiment stations was postponed and considerable expenditures will now be required to put the physical plant in good condition. Accordingly, the Board approved the budgeting of $31,368.57 of central station sales income, $30,218.51 of branch station sales income, and $6,387.60 of gift funds to the requisition budgets of the several departments of the Experiment Station at the State College.

Budgeting of Funds for Turkey Unit

The Board approved the budgeting of $5,200 from the special $20,000 legislative appropriation, for the development of the experimental turkey unit at the State College. The budget is to be set up as follows:

- Equipment $1,000
- Wages 1,000
- Materials 3,000
- Travel 200

$5,200

Charging Partial Comp. Wage Payroll to Den. Sch.

The administrative expense entailed by the Comptroller's Office on behalf of the Dental School is estimated at $2,000 a year. The Comptroller's Office is able to absorb only half of this cost within the existing budget. Accordingly, the Board authorized the
Comptroller's Office to charge $1,000 of its wage payroll per year to the Business Office budget of the Dental School.

Due to an increasingly large volume of requests for the University of Oregon catalog, the Board approved the transfer of $550 to the Editor's Office budget from the Central Division of Information budget to help cover the cost of reprinting 5,000 catalogs.

In order to meet the problem of providing proper health service to the students at the University of Oregon, additional nursing help and additional materials must be provided, and the interior of the building needs to be painted. Accordingly, the Board approved the budgeting of increased estimated fee income as follows:

Appointment of a supervisor for the hospital floor, at an annual salary rate of $1,250, 9-months basis, yearly tenure, effective November 1, 1945. $1,050.00

Appointment of a nurse on the dispensary floor, at an annual salary rate of $1,080, 9-months basis, yearly tenure, effective January 1, 1946. 660.00

Addition of $2,115 to the materials and expense item of the requisition budget. 2,115.00

Addition of $1,174.10 to cover cost of painting the entire interior of the building. 1,174.10

$4,999.10

The Board approved the appropriation of $2,292, from the Equipment Reserve established for the Dental School, to cover the purchase of equipment for five departments of the Dental School, the principal item being an X-ray unit for the X-ray Dental Clinic, costing $967.

The Department of Biochemistry is scheduled to give 22 lectures per session in the Post-Graduate Refresher Course at the Medical School beginning in January 1946. These lectures will be especially designed to meet the needs of doctors returning from military service. It has been impossible in most instances to obtain outside lecturers to give this series, which necessitates utilizing the regular faculty members of the Department of Biochemistry. The Board approved Dean Baird's recommendation that these regular staff members be reimbursed in the amount of $10 per lecture for this added load, funds to come from the Kellogg Foundation grant.

The Board approved the following budget for the Cadet Nurse Corps program at Eastern Oregon College of Education, affiliated with The Dalles Hospital School of Nursing, The Dalles, Oregon; St. Anthony Hospital School of Nursing, Pendleton, Oregon; St. Elizabeth Hospital School of Nursing, Baker, Oregon; St. Joseph Hospital, La Grande Oregon; and the Grande Ronde Hospital, La Grande, Oregon, to cover the period July 1, 1945 through June 30, 1946:
1. **Instructional Budget**

   Estimated net income from tuition and matriculation fees ................ $8,991.82

   **Budget:**
   - Wages .......................................................... $5,925.75
   - Materials and expense .................................. 1,131.57
   - Travel .......................................................... 200.00
   - Equipment ..................................................... 301.30
   - Balance to revert to the Board's unappropriated fund. .......... $1,433.20
   - Total ................................................................ $7,558.62

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 ..................................................... $ 862.00
   - Building fee ....................................................... 1,095.00
   - Student textbooks ............................................ 3,058.55
   - Dormitory housing and messing .............................. 22,007.83
   - Car Pool ............................................................. 250.00
   - Educational and athletic activities ........................... 364.00

The Board approved the following faculty reinstatements, with compensation for the current fiscal year to come from the Reserve for Staff Members Returning from Leave:

**University**

- **C. W. Clancy**, return from military leave of Dr. Clarence W. Clancy, Instructor in Zoology, with a promotion in rank to Assistant Professor of Biology, and a corresponding increase in salary from $2,000 to $2,670, 10-months basis, yearly tenure, effective January 2, 1946. Requires $1,780 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

**State College**

- **H. R. Vinyard**, return from war service of Dr. H. R. Vinyard, Associate Professor in the Department of Physics, and an increase in salary from $3,170 to $3,370, 10-months basis, indefinite tenure, effective January 1, 1946. Amount of $2,246.67 required in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

- **J. J. Brady**, return from war service of Dr. J. J. Brady, Associate Professor of Physics, with a promotion in rank to Professor and a corresponding increase in salary from $2,670 to $4,000, 10-months basis, indefinite tenure, effective January 1, 1946. Requires $2,666.67 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.
Return from leave for war service of Dr. E. A. Jumker, Professor of Physics, with an increase in salary from $3,000 to $4,500, 10-months basis, indefinite tenure, effective January 1, 1946. Requires $3,000 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

Return from military leave of Carlyn R. Winger, Assistant Professor in the Department of Speech, with an increase in salary from $2,200 to $2,800, 10-months basis, indefinite tenure, effective November 1, 1945. Requires $2,343.77 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

Return from military leave of Karl G. Peterson, Instructor in English, with an increase in salary from $1,750 to $2,500, 10-months basis, yearly tenure, effective November 12, 1945. Requires $1,994.68 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

Return from military leave of Dr. Joseph S. Butts, Professor of Biochemistry, and a change in time-service from 10 to 12 months basis, with a corresponding increase in salary from $4,800 to indefinite tenure, effective November 7, 1945. Dr. Butts' time will be divided 50 per cent to the Experiment Station and 50 per cent to the School of Science. Upon the retirement of Dr. J. S. Jones on July 1, 1946, Dr. Butts is to be promoted to the head of the Department of Agricultural Chemistry, representing both the Experiment Station and the School of Science on a 50-50 basis. Requires $1,560 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

Return from military leave of Dr. Allen B. Scott, Instructor of Chemistry, with an increase in salary from $2,000 to $2,670, 10-months basis, yearly tenure, effective January 1, 1946. Requires $1,780 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

Return from military leave of Dr. J. W. Sherburne, Professor of Psychology, with an increase in salary from $3,100 to $3,800, 10-months basis, indefinite tenure, effective November 15, 1945. Requires $2,991.49 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

Return from military leave of William F. Engesser, Assistant Professor of Industrial Arts, at an annual salary rate of $2,870, 10-months basis, indefinite tenure, effective January 1, 1946. Requires $1,913.33 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

Return from military leave of Marshall Woodell, Registrar and Executive Secretary, with a promotion in rank from Instructor to Assistant Professor, and a corresponding increase in salary from $2,400 to $3,000, 12-months basis, indefinite tenure, effective January 1, 1946. Amount of $1,500 required in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.
Medical School

R.H. Keane, return from military leave

Return from military leave of Dr. Roger H. Keane, Clinical Associate in Medicine, at an annual salary rate of $1,200 for 20 per cent time, 12-months basis, yearly tenure, effective November 12, 1945. In addition, he is to receive $300 a year from the Kellogg Foundation Grant to cover assignments in the graduate and post-graduate teaching program. Requires $763.33 in 1945-46 from the Reserve for Staff Members Returning from Leave, and $190.83 from the Kellogg Foundation Grant.

ADJUSTMENTS FROM BOARD'S UNAPPROPRIATED FUND

The Board approved the following personnel adjustments and budget additions, the necessary funds to come from the Board's unappropriated fund.

University

V. Sternberg, Appointment

Appointment of Vernon Sternberg as Graduate Assistant in English, at an annual salary rate of $660, 10-months basis, yearly tenure, effective January 2, 1946. Requires $440 in 1945-46 to be provided from the Board's unappropriated fund.

E.W. Curtis, Appointment

Appointment of Earle W. Curtis as Graduate Assistant in Architecture and Allied Arts, at an annual salary rate of $660, 10-months basis, yearly tenure, effective January 2, 1946. Requires $440 in 1945-46 to be provided from the Board's unappropriated fund.

L. E. Richter, Appointment

Appointment of Louis E. Richter as Instructor in Romance Languages, at an annual salary rate of $2,070, 10-months basis, yearly tenure, effective January 2, 1946. Requires $1,380 in 1945-46 to be provided from the Board's unappropriated fund.

P. P. Adams, time & salary reduction

Reduction from full-time to 53 per cent time for Percy P. Adams, Professor of Graphics and Assistant Dean of the School of Architecture and Allied Arts, with a corresponding reduction in salary from $4,411.32 to $3,333.82, 10-months basis, indefinite tenure, effective April 1, 1946.

F.T. Hannaford, Appointment

Appointment of Frederick T. Hannaford as Professor of Structural Design in Architecture, at an annual salary rate of $4,200, 10-months basis, yearly tenure, effective April 1, 1946. Requires $707.50 in 1945-46 to be provided from the Board's unappropriated fund.

Estab. of clerk position in Registrar's Office

During the current year there has been a 46 per cent increase, over the same period last year, in the number of credentials to be evaluated by the Registrar's Office at the University. In order to handle the work in the Registrar's Office for the balance of the fiscal year, a full-time clerk position is to be established, at an annual salary rate of $1,800, 12-months basis, monthly tenure, effective January 1, 1946, and the addition of $1,200 to wages to employ additional assistance. Requires $2,100 in 1945-46 to be provided from the Board's unappropriated fund.
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Add. to English Dept. budget
Addition of $660 from the Board's unappropriated fund to the wage item of the English Department budget to provide additional reading service.

Add. to wage item for Watchmen & Police
Addition of $1,488 from the Board's unappropriated fund to the Watchmen and Police wage item to employ a full-time campus policeman, at a salary rate of $175 per month, on a month-to-month basis, effective October 16, 1945. Annual cost $2,100.

State College

I. Pratt, Appointment
Appointment of Dr. Ivan Pratt as Assistant Professor of Zoology, at an annual salary rate of $3,200, 10-months basis, yearly tenure, effective January 1, 1946. Requires $2,133.33 in 1945-46 to be provided from the Board's unappropriated fund.

E. Van Syoc, Resignation
Resignation of Miss Edna Van Syoc, Catalog Assistant in the College Library, at an annual salary rate of $2,100, effective December 22, 1945; and the appointment of Miss Caroline Martin to replace her as Catalog Assistant, rank of Assistant Professor, at an annual salary rate of $2,400, 12-months basis, yearly tenure, effective January 14, 1946. Requires $15,29 in 1945-46 to be provided from the Board's unappropriated fund.

Medical School

Estab. of Resident Physician position
Establishment of an additional Resident Physician position in the Department of Obstetrics and Gynecology, at an annual salary rate of $900, 12-months basis, yearly tenure, effective December 1, 1945. Requires $450 in 1945-46 to be provided from the Board's unappropriated fund.

Estab. of 3 resident physician positions
Establishment of three Resident Physician positions in the Department of Otolaryngology, at an annual salary rate of $900, 12-months basis, yearly tenure, effective December 1, 1945. It is anticipated that two positions will be filled by returning veterans and in that event, $45 a month can be applied to each of their salaries from tuition funds received from the Veterans Administration. Requires $945 in 1945-46 from the Board's unappropriated fund.

Estab. of 3 resident physician positions
Establishment of three Resident Physician positions in the Department of Ophthalmology, at an annual salary rate of $900, 12-months basis, yearly tenure, effective December 1, 1945. It is anticipated that two positions will be filled by returning veterans and in that event, $45 a month can be applied to each of their salaries from tuition funds received from the Veterans Administration. Requires $945 in 1945-46 from the Board's unappropriated fund.

Comptroller's Office

Add. to cover operation of Civil Service law
The State Civil Service Commission is now functioning in establishing the provisions of the civil service law passed at the last session of Legislature. By law, the administrative expense incurred by the Civil Service Commission is to be paid by the several departments of the state government in pro-
portion to the service rendered. Comptroller Bork estimates that the cost for activities operated by unrestricted funds of the State Board of Higher Education will be approximately $12,000. The Board approved a reserve of $12,000 to be set up in the current year's budget to cover this expense.

ADJUST FROM INSTITUTIONAL SALARY ADJUST. RESERVE

The Board approved the following salary adjustments recommended by the institutional executives and the Chancellor, funds to come from the institutional salary adjustment reserves.

University

C. L. Constance, Salary adjustment for Clifford L. Constance, Assistant Registrar, salary adjust. from $2,936.67 to $3,200, 12-months basis, indefinite tenure, effective January 1, 1946. Requires $131.67 in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.

State College

R. A. Wanless, Continuation of R. A. Wanless, Associate Professor, as Chairman of General Engineering, and an increase in salary from $2,970 to $3,270, 10-months basis, indefinite tenure, effective January 1, 1946. Requires $200 in the current year to be provided from the Institutional Salary Adjustment Reserve and a transfer of $1,980 from Civil to General Engineering.

E. G. Willey, Transfer of E. G. Willey, Associate Professor, from the Department of Mechanical Engineering to the Division of General Engineering, with an increase in salary from $2,970 to $3,170, 10-months basis, indefinite tenure, effective January 1, 1946. Requires $133.33 in the current year to be provided from the Institutional Salary Adjustment Reserve, and a transfer of $1,980 from Mechanical to General Engineering.

E. E. Barklow, Salary adjustment for E. E. Barklow, Head of Campus Engineering and Fire Protection Departments, from $2,670 to $3,000, 12-months basis, yearly tenure, effective November 1, 1945. Requires an addition of $213.40 to Campus Engineering budget and $6.60 to the Fire Protection budget in the current year to be provided from the Institutional Salary Adjustment Reserve.

Oregon College of Education

M. H. Hill, Salary adjustment for Miss Martha H. Hill, Secretary to the President, from $2,100 to $2,220, 12-months basis, yearly tenure, effective December 1, 1945. Requires $70 in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.

Eastern Oregon College of Education

L. Thompson, Increase in salary for Miss Lucille Thompson, Secretary to the President, from $1,920 to $2,220, rank of Acting Instructor in Secretarial Science, effective November 1, 1945. Miss Thompson will teach one section of typing during the winter and spring terms. Requires $200 in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.
PERSONNEL

The Board approved the following personnel adjustment at the University:

C.W. Stimson, Appointment
Appointment of Claude W. Stimson as Associate Professor of Business Administration and Law, two-thirds time in Business Administration and one-third time in Law, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective January 2, 1946. The amounts of $1,600 required in Business Administration and $800 in the Law School are available in the budgets of the two departments.

H.J. Noyes, Appointment
The Board approved the appointment of Dr. Harold J. Noyes as Professor and Dean of the University of Oregon Dental School at an annual salary rate of $8,500, 12-months basis, indefinite tenure, effective July 1, 1946. Requires no funds in the current year.

The Board approved the following personnel adjustments at the University of Oregon Dental School:

E.T. Bender, promotion
Promotion in rank for Dr. E.T. Bender, Instructor in Prosthetics and Prosthetic Dental Clinic, to Assistant Professor at a salary rate of $400 per month, 12-months basis, monthly tenure, effective November 1, 1945. He is also to be relieved of his duties in the Prosthetic Dental Clinic and is to be appointed as Acting Superintendent of Dental Clinics, effective November 1, 1945. No change in budget.

L. Douglas, promotion
Promotion in rank for Lois Douglas, from Instructor to Assistant Professor in Histology, Bacteriology, and Pathology, with a corresponding increase in salary from $225 per month to $250 per month, 12-months basis, monthly tenure, effective November 1, 1945. Requires $200 in 1945-46 to be transferred from the Operating Reserve.

F.C. Everett, promotion
Promotion in rank for Dr. Frank C. Everett from Instructor to Assistant Professor in Histology, Bacteriology and Pathology, effective November 1, 1945. No change in budget.

M. Bettman, promotion
Promotion in rank for Monte Bettman from Instructor to Assistant Professor in Operative Dentistry, effective November 1, 1945. No change in budget.

W.A. Wykhuis, temporarily in charge of dept.
Designation, on a temporary basis, of Dr. W.A. Wykhuis, Associate Professor of Prosthetic Dentistry, as in charge of Prosthetic Dentistry and the Prosthetic Dental Clinic, at an annual salary rate of $4,200, 12-months basis, yearly tenure, effective November 1, 1945. No change in budget.

H.C. Cooper, temporarily in charge of dept.
Designation, on a temporary basis, of Dr. H.C. Cooper, Professor in Operative Dentistry and the Operative Dental Clinic, as in charge of Operative Dentistry and the Operative Dental Clinic, at an annual salary rate of $4,200, 12-months basis, monthly tenure, effective November 1, 1945. No change in budget.
December 11, 1945

H.G. Stoffel, temporarily in charge of dept.

Designation, on a temporary basis, of Dr. H.G. Stoffel, Professor of Orthodontia and in the Orthodontia Dental Clinic, as in charge of Orthodontia and the Orthodontia Dental Clinic, at an annual salary rate of $4,500, 12-months basis, monthly tenure, effective November 1, 1945. No change in budget.

H.M. Miller, temporarily in charge of dept.

Designation, on a temporary basis, of Dr. Horace M. Miller, Professor of Exodontia, as in charge of the Exodontia Dental Clinic, at an annual salary rate of $4,200, 12-months basis, monthly tenure, effective November 1, 1945. No change in budget.

R. Naff, resignation

Resignation of Dr. Richard Naff, Instructor in the Prosthetic Dentistry Department and the Prosthetic Dental Clinic, effective November 1, 1945. Salary savings of $2,400 to be transferred to wages in the respective budgets to employ substitute assistants.

Transfer to wages in Anatomy

Transfer of unallocated salary item of $825 to wages in the Anatomy budget to employ necessary assistants.

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

J.T. McDermid, Appointment

Appointment of Jack T. McDermid as Research Assistant at the Sherman Branch Experiment Station, rank of Instructor, at an annual salary rate of $2,640, 12-months basis, yearly tenure, effective December 1, 1945. This is a new position and requires a transfer of $1,540 from wages to salary in the Sherman Branch Experiment Station budget.

A.W. Evans, appointment

Appointment of Arlyn W. Evans as Assistant Plant Pathologist, at an annual salary rate of $2,760, rank of Assistant Professor, 12-months basis, yearly tenure, effective December 1, 1945. Amount of $1,610 required in 1945-46 to be transferred from Administration and Publications to Plant Pathology in the Experiment Station budget.

I. Craft, re-appointment

Reappointment of Miss Irene Craft as Serials Assistant in the State College Library, at an increase in salary from $2,020 to $2,200, 12-months basis, yearly tenure, effective January 1, 1945. Salary savings of $499.17 in 1945-46 to be transferred to wages to pay for substitute assistance employed during Miss Craft's absence.

I. Brubacher, salary adjust.

Salary adjustment for Miss Irva Brubacher, Personnel Clerk in the Extension Accounting Office, from $2,016 to $2,136, effective October 1, 1945. Requires $90 in 1945-46 to be provided from the Director's Reserve.

H.E. Morrison, salary adjust.

Salary adjustment for H. E. Morrison, Assistant Professor and Assistant Entomologist in the Experiment Station, from $3,000 to $3,500, 12-months basis, indefinite tenure, effective December 1, 1945. Requires $291.67 in 1945-46 to be transferred from the wage budget of the Department.
Resignation of James R. Griffith as Professor of Civil Engineering, effective October 17, 1945. Mr. Griffith is on leave of absence to the U.S. Navy. No change in budget.

Sabbatical leave on full salary for Louis G. Gentner, Assistant Superintendent of the Southern Oregon Branch Experiment Station, for the period November 26 to December 8, 1945 and January 2 to April 15, 1946, for advanced study toward a doctor's degree. No change in budget.

Transfer of J. R. McCambridge, Assistant County Agent in Klamath County, to the position of Seed Certification Specialist, and an increase in salary from $3,240 to $3,600, 12-months basis, indefinite tenure, effective December 1, 1945. Unused salary of $3,390 in the Klamath County Agent's budget and the Seed Certification budget to be transferred to the Director's Reserve.

Return of C. W. Holcomb from the Division of General Engineering to the Department of Civil Engineering, with the title of Professor of Structural Engineering, at an annual salary rate of $4,070, 10-months basis, indefinite tenure, effective January 1, 1946. Requires a transfer of $2,713.34 from General to Civil Engineering.

Appointment of R. Ralph Clark as Assistant Extension Horticulturist, rank of Assistant Professor, at an annual salary rate of $3,600, 12-months basis, indefinite tenure, effective December 1, 1945. Salary savings of $1,500 in the current year, due to delay in appointment, to be transferred to the Director's Reserve.

Salary adjustment for Mrs. Elvera Horrell, Junior Extension Statistician, from $2,070 to $2,304, 12-months basis, yearly tenure, effective January 1, 1946. Requires $117 in 1945-46 to be provided from the Director's Reserve.

Salary adjustment for Miss Girtha Price, Bookkeeper in the Extension Accounting Office, from $2,016 to $2,136, 12-months basis, monthly tenure, effective November 1, 1945. Requires $80 in 1945-46 to be provided from the Director's Reserve.

Appointment of Dr. Paul N. Scott as Assistant Physician on the Student Health Service staff, rank of Assistant Professor, at an annual salary rate of $4,500, 10-months basis, yearly tenure, effective December 1, 1945. Replaces Dr. Murray Bates, resigned as of September 1. Requires $3,150 in 1945-46 from salary funds budgeted for Dr. Bates.

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

Promotion in rank for Earnest J. Read, Principal of Monmouth Training School, from Instructor to Assistant Professor, effective November 30, 1945. No change in budget.

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

December 11, 1945
Appointment of Miss Lavella Phelps as Assistant Professor of Nursing Education, yearly tenure, effective November 1, 1945. Miss Phelps is Superintendent of the University State Tuberculosis Hospital and her entire salary is paid from the hospital budget. No change in budget.

Promotions: Advance in rank for the following staff member in the Department of Otolaryngology, effective November 24, 1945:

W.M. Bolton
Doctor Wilbur M. Bolton from Clinical Instructor to Assistant Clinical Professor.

C. Kuhn
Doctor Clifford Kuhn from Clinical Instructor to Assistant Clinical Professor.

B.L. Titus
Doctor Bruce L. Titus from Clinical Instructor to Assistant Clinical Professor.

D. DeWeese
Doctor David DeWeese from Clinical Instructor to Assistant Clinical Professor.

No change in budget.

Increase in time for Dr. Homer P. Rush, Associate Clinical Professor of Medicine, from 35 per cent to 50 per cent, and a corresponding increase in salary from $1,594.50 to $3,094.50, 12-months basis, yearly tenure, effective November 1, 1945. Requires $1,000 in 1945-46 to be provided from the Kellogg Foundation Grant.

Leave of absence without pay for Miss Elnora Thomson, Professor Emeritus of Nursing Education, for the period November 1, 1945 to March 31, 1946, to visit her sister who is ill. Of the salary savings of $1,000, $600 is to be transferred to wages to employ substitute assistance and $400 is to revert to the Board's unappropriated fund.

Retirement of Lt. Colonel Silas J. Williams as Professor of Military Science and Tactics, and the appointment of Lt. Colonel Delbert C. Standard to replace him for the period September 24 to October 29, 1945; and the appointment of Colonel John H. Sturgeon as Professor of Military Science and Tactics to replace Lt. Colonel Standard, effective October 29, 1945. All salaries paid by Federal Government. No change in budget.

Adjustments as follows in the Department of Pathology:

Return from military leave of Dr. Vinton D. Sneeden, Assistant Professor of Pathology, with a promotion in rank to Associate Professor and an increase in salary from $2,900 to $5,800, 12-months basis, indefinite tenure, effective November 15, 1945.

Change from part-time paid basis to volunteer status, for Dr. Frank R. Menne, and change in rank from Professor to Clinical Professor, effective November 15, 1945.
December 11, 1945

J. Minckler, Assistant Professor, Dr. William L. Lidbeck, Instructor, and Dr. Joseph Beeman, Assistant Professor, effective November 15, 1945. These men are to be retained on the staff with the rank of Clinical Instructor.

R.M. Abts, & R. Ellis, resignation

Resignation of Richard M. Abts and Raymond Ellis, student assistants, effective July 31, 1945.

Transfer of funds to wages

Transfer from salary to wages of $900 now provided in the budget for appointment of a Resident Physician, to employ part-time assistants.

Transfer of funds to Path. Dept. wages

Salary savings of $2,943.28 resulting from the above adjustments to be transferred to wages in the Department of Pathology to continue the employment of additional instructional, technical, and laboratory help on a temporary basis.

J. Benward, time and salary adjust.

Reduction in time for Dr. John Benward, Assistant Medical Director, from full time to 80 per cent time, and a corresponding reduction in salary from $6,000 to $4,800, effective November 1, 1945. Salary savings of $800 to be transferred to wages to apply on Dr. Woolley's salary when he returns from military leave.

CONFERENCE

The Chancellor reported briefly on the success of the Condon lecture ship series recently conducted in Eugene, Corvallis and Portland under the direction of Dr. Howell Williams of the University of California. The lectures in all instances were well received. Members of the Board who were unable to attend the series expressed interest in having the lectures printed for distribution. The Chancellor stated that the next series would be held in April under the direction of Dr. Fay-Cooper Colles of the University of Chicago.

ADJOURNMENT

The Board adjourned at 11:25 a.m.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Secretary