A regular meeting of the State Board of Higher Education was held at the Benson Hotel, Portland, Oregon, on March 12, 1946.

The meeting was called to order at 10:10 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; President A. L. Strand of Oregon State College; President C. A. Howard of Oregon College of Education; President Roben J. Maaske of Eastern Oregon College of Education; President Elmo Stevenson 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.

The Board voted to dispense with the reading of the minutes of the last regular meeting held January 22, 1946 and of the special meeting held February 19, 1946, and approved the minutes of these meetings as they appeared in the docket.

Mrs. Virginia Shirley of the League of Oregon Voters appeared before the Board, at the suggestion of Edgar W. Smith, to discuss briefly the Northwest Youth Congress.

Mrs. Shirley reported that in order to stimulate young men and women to a fuller acceptance of their responsibilities for good government and for the preservation of peace, the Portland League of Women Voters are sponsoring the first college congress in the nation to discuss ways and means of strengthening world organization in the atomic age. The congress will be held on the campus of Reed College in Portland on April 5 and 6, 1946. Thirty-two colleges and universities in the Pacific Northwest have been invited to send two student representatives each to the congress. The congress will hear addresses by outstanding national authorities, including Senator Vandenberg, on the problems facing world organization in the atomic age.

Mrs. Shirley said this congress provides a unique opportunity for the students of the Northwest to demonstrate their capacity for leadership and she urged Board members to assist the League by projecting the idea in their own community.
Dr. R. E. Kleinsorge, Chairman of the Buildings, Grounds and Capital Outlay Committee, presented the following report:

"At the January meeting of the Board, President Howard was authorized to negotiate for the completion of plans for finishing the third floor of the administration building of Oregon College of Education, a project included in the first biennium of the original ten year building program. President Howard reported to the Committee yesterday that Kenneth C. Legge had completed detailed plans for the project. The Committee inspected these plans and specifications and found them satisfactory. The Committee recommends that these plans and specifications be approved and that the proper officials advertise for bids on construction to be opened at the June meeting of the Board."

The Committee approved the plans and specifications and authorized the proper officials to advertise for construction bids, to be opened at the June meeting.

Dr. Kleinsorge reported that at the present time the three Colleges of Education have unoccupied classroom and laboratory space for approximately 1,500 students.

Dr. Kleinsorge reported as follows concerning the proposed additions to the two wings of the University Library:

"The ten year building program for the University, as approved by the Board, included proposed additions to the two wings of the present University Library at an estimated cost of $320,000. The project also was to include doubling the Library stack capacity. President Newburn informed the Committee yesterday that the completion of this project is urgently needed if library facilities are to be adequate in the next year or so. President Newburn recommended that an increase of only 50 per cent in the capacity of the stacks will be necessary to care for the needs for the next several years, which will, according to estimates, bring the project within the funds originally allocated. This plan would provide 17,412 square feet of increased library area, some of which could be used for classrooms, and increased stack capacity for 100,000 volumes."

"He also recommended that the architectural firm of Lawrence, Tucker and Wallman be employed to prepare final plans and specifications, making use of preliminary drawings already prepared by this firm."

"The Building Committee agrees that this project is timely and necessary and recommends that the firm of Lawrence, Tucker and Wallman be employed as architect on the project under a contract calling for the usual 5 per cent commission, plus engineering
fees to cover actual services required. It is understood that, to the extend the firm has already been paid for prior work on these additions, this amount is to be deducted from the amount called for under this new contract."

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

Dr. Kleinsorge presented the following report with regard to providing additional office and classroom space at Oregon State College:

"President Strand reported to the Committee that, with prospects for building in Corvallis somewhat improved, the College contemplates an enrollment of from 5,500 to 6,000 students with the opening of the next school year in September. As this would mean a student body of more than a thousand greater than the highest previous enrollment, additional classroom and office space will have to be provided if such a registration is to be cared for.

"College officials have investigated all possibilities for expansion and have decided that a combination of remodeling certain existing quarters and moving in Quonset Huts is the only feasible means of meeting the emergency, inasmuch as it is obviously impossible to construct permanent buildings in time. President Strand proposed that $25,000 of the College's portion of the building fund be earmarked for remodeling and purchase of necessary furniture and that $50,000 be allocated for purchase and installation of 20 Quonset Huts.

"The Building Committee believes that the people of Oregon voted favorably on the building measure partly to provide adequate facilities for veterans, and that using some of the funds to provide for these veterans, even by means of temporary structures is justified. The Committee, therefore, recommends that the Board authorize this project as requested, subject to the concurrence of the State Board of Control and State Emergency Board in the use of these funds for temporary structures. It further recommends that President Strand be authorized to appear before these Boards to explain the project."

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

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

"The Building Committee opened bids yesterday morning on the mechanical and electrical contracts for the construction of the dormitory addition at Eastern Oregon College of Education. These were rebids on the project. The low bidder on the mechanical contract for plumbing and heating was P. S. Cook Plumbing Company of Cheyenne, Wyoming, with a bid of $26,440. The low bidder on the electrical contract was W. R. Grasle Company, Portland, with a bid of $6,380. On February 19, the Board had received bids for the general construction contract,
when the McCormack Construction Company, Pendleton, submitted the low bid at $89,985.

"The total cost of construction combining the three low bids is, therefore, $122,805. An amount of $25,425 has been set aside to cover the purchase of necessary equipment, architects fees, supervision costs, construction emergency fund and other general expenses. This makes the total estimated cost of the project $148,230 which comes within the $150,000 which the Board contemplates raising through a bond issue. The cost per occupant of this dormitory addition is $1,764 for 84 students. While this is somewhat higher than was anticipated, the Building Committee feels that the urgency of providing additional housing facilities at the institution warrants the awarding of the contracts. The Committee therefore recommends that the Board award the contracts to the three low bidders and that the proper Board officials be authorized to sign the necessary documents."

The Board approved the awarding of the contracts to the three low bidders and authorized proper Board officials to sign the necessary documents.

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

"Dean Cramer, Director of Summer Sessions, presented a recommendation to increase the combined summer session budgets by $16,512.19. He indicated that this increase would undoubtedly be offset by the added fee collections. He presented evidence that the enrollment in the summer sessions at the University, the State College and the Portland Summer Session would probably be double that of last year.

"The additional funds requested will be used to raise salaries of the summer session staff $50 in each of the respective ranks for each six weeks session taught. Funds will also be available to employ the necessary additional staff to handle the enlarged student load.

"The revised fee estimates for each of the summer sessions are as follows:

University of Oregon $ 39,146.94
Oregon State College 35,391.30
Portland 24,684.00
Marine Institute 995.00
$100,217.24

"The Finance Committee is recommending approval of this revised budget with the understanding that the Board will guarantee these fee estimates and that any overrealization will accrue to the Board's unappropriated fund."

The Board approved the revised summer session budget with the understanding that it would guarantee the fee estimates and that any overrealization will accrue to the Board's unappropriated fund.
Mr. Smith reported as follows concerning adjustments in various business procedures at the Medical School:

"The death of Ralf Couch, Business Manager of the Medical School, has necessitated adjustments in various business procedures at the Medical School. Comptroller Bork, with the approval of Dean Baird, recommends the adoption of the following resolution:

THAT the term of office of Mr. Ralf Couch as Disbursing Officer of the State Tuberculosis Hospital and the Crippled Children's Division be terminated as of the close of the day February 28, 1946, and that the authorization of Mr. Zimmerman to sign as Disbursing Officer in the absence of Mr. Ralf Couch be terminated as of the same date; and that the authorization of Mr. Ralf Couch to sign checks on the suspense account with the State Treasurer for the State Tuberculosis Hospital and the Crippled Children's Division be terminated as of February 28, 1946.

THAT effective March 1, 1946, Mr. William Zimmerman, Business Manager of the Medical School, be appointed as Disbursing Officer for the State Tuberculosis Hospital and the Crippled Children's Division for an indeterminate time, not exceeding four years, and that as of the same date Mr. Amby Frederick, Assistant Business Manager of the Medical School, be appointed to sign vouchers drawn in favor of Mr. William Zimmerman, Disbursing Officer, in the absence of Mr. Zimmerman by reason of disability or otherwise for an indeterminate term, not exceeding four years.

THAT Mr. William Zimmerman and Mr. Amby Frederick be granted authority to sign checks on the suspense account with the State Treasurer for the State Tuberculosis Hospital and the Crippled Children's Division.

THAT Mr. William Zimmerman, Business Manager of the Medical School, and Mr. Amby Frederick, Assistant Business Manager of the Medical School, be authorized to sign on behalf of the Medical School, the State Tuberculosis Hospital, and the Crippled Children's Division, necessary business documents including, but not restricted to, the following: vouchers, payrolls, requisitions, invoices, revolving fund checks, etc.

THAT Mr. William Zimmerman, Business Manager and Disbursing Officer, be authorized to make whatever arrangements are necessary with the Secretary of State and the State Treasurer for the operation of the payroll accounts for the Tuberculosis Hospital and the Crippled Children's Division through which payments will be made to staff members.

The Committee concurs in this recommendation."

The Board approved the report of the Committee and voted to adopt the resolution contained therein.
Mr. Smith reported as follows concerning the sale of lots owned by the University of Oregon Alumni Holding Company:

"President Newburn presented a recommendation for the sale of six lots owned by the Alumni Holding Company in Hood River. A reliable appraiser placed a value of $1,100 for lots 12, 13, 16 and 17 in Barrett-Sipma Addition if sold separately, and $1,000 if sold as a group. The appraiser valued lots 9 and 18 in Block 36 at $425 each.

"The Committee is recommending that University officials be authorized to sell these lots at the prices indicated and that the proper officials of the Board be authorized to sign the necessary transfers."

The Board authorized University officials to sell these lots at the prices indicated and also authorized proper Board officials to sign the necessary documents.

Mr. Smith presented the following report on the opening of bond bids to finance the Women's Dormitory Addition at Eastern Oregon College of Education:

"The Chairman of the Finance Committee opened bids on bonds to finance the dormitory addition at Eastern Oregon College of Education on Saturday afternoon, March 9, 1946. Two bids were received, with the high bid submitted by the First National Bank of Portland at an effective interest rate of 1.81 per cent. Another bid was received from a syndicate headed by E. M. Adams and Company. Because of non-compliance with the legal requirements pertaining to advertising for the bids, the bond attorneys, Chapman and Cutler, recommend that the bids be rejected. The Finance Committee concurs in this recommendation.

"The Finance Committee also recommends that the proper Board officials proceed to conform with the legal requirements for the disposal of this bond issue."

Because of non-compliance with legal requirements pertaining to advertising for bids, the Board approved rejection of the bids on the bonds and authorized the proper Board officials to proceed to conform with the legal requirements for the disposal of this bond issue.

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

"The Finance Committee has just received a letter dated March 11, 1946, from the First National Bank of Portland. (Read the letter.) The Finance Committee recommends the acceptance of the offer and other stipulations contained in the March 11, 1946 letter and further authorized the proper officials of the Board to take whatever action is necessary in connection therewith."
The Board approved acceptance of the offer and other stipulations contained in the letter and authorized proper Board officials to take whatever action is required in connection therewith. (A copy of the March 11, 1946 letter is on file in the Board's office as an integral part of these minutes.)

President Strand reported on an emergency matter that had come up in connection with the KOAC application before the Federal Communications Commission. He stated that a phone call last night indicated the necessity of passing an official resolution assuring protection to KFYR in Bismarck and KOY in Phoenix which would require a change in the phasing and orientation of KOAC. He offered the following resolution for adoption by the Board:

"Whereas the Federal Communications Commission has indicated that any increase in nighttime power for KOAC will not be looked upon favorably unless adequate protection is given to KFYR in Bismarck and KOY in Phoenix, according to previous rulings and agreements, and

"Whereas, in order to assure this protection to the 2.5 mv per meter contour, a change in the phasing and orientation of the KOAC broadcaster must be made, therefore

"Be it Resolved that the State Board of Higher Education, which is the governing body in authority over Oregon State Agricultural College the licensee of KOAC, hereby approves on appropriation of fifteen hundred dollars ($1,500) out of the (army-navy) equipment depreciation reserve to take care of the necessary alterations to KOAC."

Upon motion by Mr. Smith and second by Mr. Finseth, Mr. Marks called for a vote on the 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.

President Marks thereupon declared the resolution duly approved.

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

"I have one item. I think the Board members recall that at least two years ago the curricula were extended at Ashland and LaGrande. In line with that policy, several terminal curricula were approved, namely merchandising, radio, secretarial science, etc. There is one more terminal curriculum that I would like to see considered by the Board. I am suggesting that the Chancellor take this matter in hand
and that the curriculum in agriculture for Eastern Oregon College of Education and in horticulture for Southern Oregon College of Education be pursued. I would like to suggest, with the approval of the Board, that Dr. Strand, Dr. Stevenson and Dr. Maaske work out outlines for these curricula. I am bringing this up at this time as I feel something should be done by the next meeting of the Board. I am told the curricula we have already added are highly popular and that the boys are delighted to know they can get this work. I think that the sooner we can have these suggested curricula considered and, I hope, adopted the better for all concerned."

The Board approved the report of the Chairman of the Curriculum Committee and appointed Dr. Strand, Dr. Stevenson and Dr. Maaske to constitute a committee to work with the Chancellor to prepare and submit curricula in agriculture and horticulture for consideration by the Curriculum Committee and the Board.

**COMMUNICATION FROM ASHLAND CHAMBER OF COMMERCE RE MARINE BARRACKS**

President Marks presented a communication written by Mayor Thornton S. Wiley of Ashland in behalf of the Chamber of Commerce and various civic groups of that city. They indicated their interest in the plans for the Klamath Falls Marine Barracks, expressing the desire that if the barracks are accepted and converted into a unit for higher education that it be designated as a temporary project and that it be discontinued as soon as the emergency is over. They also requested that consideration be given to extending the dormitory facilities at Southern Oregon College of Education. The Board received the communication and directed that it be filed.

**TELEGRAM FROM VETS MEM. HOME COMMITTEE RE MARINE BARRACKS**

President Marks read to Board members a telegram received from the Veterans' Memorial Home Committee requesting that no official action be taken on the proposed school at Klamath Falls until veterans organizations have had an opportunity to meet and consider the merits of the program. The Board received the telegram and directed that it be filed.

**COMMUNICATION FROM UNITED CITIZENS COUNCIL RE MARINE BARRACKS**

President Marks also presented a communication from Claude F. Palmer Vice Chairman of the United Citizens Higher Education Council of Oregon, wherein he stated that the Council felt it would be better to strengthen the staff and add to the equipment of the existing institutions than to spend large sums of money on an emergency set up at the Klamath Marine Barracks. The Council feels that this expenditure would ultimately constitute a drain on the development of the existing institutions. The Board received the communication and directed that it be filed.

**RE KLAMATH FALLS SENTIMENT ON MARINE BARRACKS**

Mr. Groesbeck stated that there has been a lot of undesirable publicity indicating that Klamath Falls is supporting the taking over of the Marine Barracks by the State for educational purposes merely because it will benefit the city financially. He said this is a false accusation. He indicated that citizens of Klamath Falls are cognizant of the amount of money required to build the Marine Barracks and that if there is any salvage value at all as an educational institution, they want to see it used for that purpose. He said Klamath Falls is not asking that it be made a permanent institution but rather that it be used to educate returned veterans until such time as the emergency period is over.
President Marks announced the appointment of Dr. R. E. Kleinsorge to represent the State Board of Higher Education in approving and signing the list of candidates for degrees at the University of Oregon Medical School commencement to be held March 22, 1946.

On motion by Dr. Kleinsorge and second by Mr. Smith, the Board unanimously adopted the following resolution memorializing the late Mr. Ralf Couch:

"The Board mourns the passing of Ralf Couch, Business Manager and Executive Secretary of the University of Oregon Medical School. For twenty years he gave his best to the building of a great medical center in Portland. The organization of the hospitals and the clinic on the campus into an effective educational and service unit is largely a creation of his genius, and stands as a monument to him. His devotion to duty, his capacity for friendship and cooperation, and the strength of his character endeared him to his colleagues and were a source of inspiration to all with whom he was associated.

"To his wife and family, the Board extends on behalf of Oregon Higher Education its sincere sympathy."

The Secretary of the Board was directed to transmit a copy of the resolution to the family.

On motion by Mr. Watasek and second by Mr. Smith, the Board unanimously adopted the following resolution memorializing the late Dean Ellis F. Lawrence:

"In the death of Dean Ellis F. Lawrence, the School of Architecture and Allied Arts, of which he was founder and Dean for more than 30 years, the University of Oregon, and in truth, higher education everywhere has suffered a severe loss.

"As an apostle in behalf of the place of the fine arts in liberal education, Dean Lawrence was unique as a university professor and dean. In an era gripped by a pragmatic philosophy which minimizes the spiritual and rejects, in many instances, from the ranks of respectability, great intangible values, the work of Dean Lawrence created a movement. The doctrine activating this movement affects the return of the fine arts and subjects of the allied fields to a place of prominence among the humanities offered by liberal arts colleges and universities. In the University of Oregon this return to classical ideals as a practical step in modern life has been achieved, through his leadership, as in few other institutions.

"The University of Oregon, with Harvard University, for many years was recognized by the Carnegie Corporation to receive an annual subvention for the purpose of spreading abroad the excellence of the type of art education prevailing in this institution. Local and nation-wide
commendation and acclaim have been properly bestowed upon the University because of this unique quality in its educational offerings.

"As an eminent practitioner in the application of this philosophy, Dean Lawrence established in Oregon, especially in the University and the University of Oregon Medical School, the cult of beauty in architectural policy for the physical plant. The great core of buildings which have established a permanent style are also his enduring monument. He will live in the grateful memory of generations of Oregon youth and good citizens who follow him."

The Secretary of the Board was directed to transmit a copy of the resolution to the family.

Chancellor Hunter reported that the Office of the Quartermaster General commended Oregon State College in general, and Dr. E. M. Litwiller and Professor E. H. Wiegand in particular, for the loyalty, unceasing effort and many contributions to the Quartermaster Corps. The letter referred particularly to the work in connection with the dehydration of fruits and vegetables.

Chancellor Hunter reported that a communication had been received from S. J. Barrick, Director of Research in the Oregon Tax Study Commission, commending the members of the faculty and staff of the University of Oregon for its assistance to the Tax Study Commission in compiling information for their research study on "Cost of Government in Oregon." Mr. Barrick made particular reference to Professor James D. Barnett and Professor Elon H. Moore, as well as to the following members of Professor Moore's class in Population: Mary Duffy, Phyllis Evans, Charlotte Gething, Eloise Mulhausen and Roberta Perkins.

Chancellor Hunter indicated that a communication had been received from the Office of the Surgeon General expressing appreciation to the University of Oregon Medical School for their work in connection with staffing the 46th General Hospital.

The Chancellor reported that a letter had been received from Acting President Packenthall of Columbia University expressing appreciation to the University for the contribution made by Professor Secoy in working on the atomic project at Columbia.

The Chancellor presented the following communication dated March 12, 1946 requesting retirement status under the rules and Administrative Code of the Board;
TO MEMBERS OF THE STATE BOARD OF HIGHER EDUCATION

Mr. President, Mrs. Sackett, Gentlemen:

THE PROBLEM OF EDUCATIONAL LEADERSHIP

The problem of leadership in Oregon's System of Higher Education is of utmost importance. Shall authoritative action recommending to the Board such steps as adding new faculty positions in academic departments, the qualifications of professors, the salary rates of faculty members, and proposals of supreme importance to the educational standing of the institutions be made by the Business Office or by a professionally-trained and experienced educational leader? The question of the retirement of an official, the relative business efficiency of administrative staff members, or the inevitable personal irritations incident to such a complex set-up are wholly subordinate and secondary to the main question.

Regarding my own retirement, may I say that I am, and always have been, strongly in favor of the rule now operative in the State System of Higher Education? I worded it myself, recommended it to the Board and expect it to apply to myself, as well as to all other members of the staff.

The principal reason I have heretofore hesitated to request retirement is because it is all important for the Board to determine the policy of future educational leadership for the System. The unified budget is the essence of a unified adminis-
trative policy. The authority that recommends salary levels, qualifications of faculty staff, and additions to the teaching manpower of the departments and schools is the supreme authority of the System, whether he be called Chancellor, Business Manager or Executive Secretary. The Board must necessarily ask advice because of the number and complexity of these recommendations.

For instance, at the meeting of the Board on January 22, the several institutions of the System had requested 31 additional positions to the faculty staff for 18 different departments in the State College, 15 in the University and several in the smaller institutions. The requests totalled more than $73,000. The Board members must necessarily require professional advice of the highest order in establishing these positions and providing for the upsurge of enrollment. The issue is an educational question, and the decision of the Board goes far in setting budget policy during the current emergency. Upon recommendation of the Chancellor, 28 positions were approved, and the budgetary funds allocated amounted to $66,500. This was an educational decision of highest importance made by the Board on the recommendation of the Chancellor.

The Business Office, of course, operates the budget-making process and handles the procedures resulting from the determination of policy. But no Business Office should be clothed with the final recommending power, however well-qualified its headship, because this power is the vital factor in determining the educational, scholarly and scientific level of the Department of Higher Education and its institutions. There is grave danger for Oregon and the future well-being of the educational program for its youth in any such step.

Enormous educational gains have been recorded during the period of unification. While significant economies have been achieved, these have been a means, rather than an end in themselves. The reason for a single Department
of Higher Education is to maintain a broad program of the highest quality in the training of the ablest youth of the state. Unification has high value to the people of Oregon for this purpose. Through a single budget and an authoritative educational administrative head, great progress has been demonstrated. These gains may be principally thought of as follows:

(1) Peace among the institutions through a disposition and capacity to work together cooperatively on the problems of the state's educational program, developed in the administrative leadership and faculty staff of the institutions by the practice and habit of working together throughout a ten-year period, and an evident desire on their part to continue doing so. This disposition and capacity constituted a first condition for survival of the institutions of higher education of Oregon.

(2) A greatly improved popular attitude toward the financial support of higher education as attested by the formation of the United Citizens' Council for Higher Education, and the highly favorable outcome of the building program referendum of June 22, 1945. This change in attitude toward the System and its institutions was a condition for survival hardly second to the first as above-mentioned. An informed public opinion has been developed by the cooperative work of the administrative leadership of the institutions, the alumni secretaries of the several associations, and the policy instituted by them in cooperation with the Chancellor's Office. This policy was carried out through a series of informational meetings over a period of four bienniums under the joint auspices of the alumni associations of the state. This practice was instituted by the Chancellor's
Office with the approval of the Public Relations Committee of the Board about eight years ago.

A further contributing factor toward this improved attitude is to be found in the large number of public addresses in the support of the cause of Public Education made by myself during a ten-year period. These total more than 500 addresses to audiences numbering more than 500,000 persons.

A technique for the selection of presidents and institutional heads from a nation-wide field through the use of broad experience and wide educational acquaintance. All of the present presidents and institutional heads were selected by the Board from nominees presented by the Chancellor after such a canvass. These men are highly-qualified educational leaders, and administrative "pillars" of the System. It is hardly necessary to list them, but for a review of this kind I am doing so for the record:

Dr. Harry K. Newburn, President of the University of Oregon

Dr. A. L. Strand, President of Oregon State College

Dr. C. A. Howard, President of Oregon College of Education

Dr. Roben J. Maaske, President of Eastern Oregon College of Education

Dr. Elmo N. Stevenson, President of Southern Oregon College of Education

Dr. David W. E. Baird, Dean of University of Oregon Medical School

Dr. Harold J. Hoyes, Dean of University of Oregon Dental School

Dr. John F. Cramer, Dean of the General Extension Division

Dr. Donald M. Erb, late President of the University of Oregon, and
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Professor F. L. Ballard, now Associate Director of the Federal Cooperative Extension Division of Oregon State College, were both selected as presidents by this method. The technique, as well as the men themselves, is of high value to Oregon's education program.

(4) A standard pattern for the institutions themselves, looking to their development to levels of highest quality, comparable to similar institutions of distinction elsewhere. These patterns imply specialized allocations of the fields of learning and research, and the use of the principle of eliminating all non-essential duplication. This curricular structure composed of more than 10,000 credit hours of offerings looks to the fullest opportunity for Oregon's ablest youth, and the specific use of the findings of scientific research in the development of Oregon's matchless resources.

(5) A code of principles and a technique for the development and control of curricula in the several institutions. The agency created by the Chancellor and directed by the Dean of the Graduate Division, the Interinstitutional Curriculum Committee, is indispensable to the management of a curricular structure as complex as this, especially in a setting and tradition of acrimonious rivalry. The necessity for educational leadership for this purpose is undeniable.

(6) A salary policy which has raised the general level of the nine and ten-months faculty staff (which is the basic core for academic instruction) more than 30% since 1937, and further provided a special salary adjustment reserve policy for the president of each institution in retaining and selecting personnel of the highest ability for faculty membership. The resources for this policy must be much en-
larged in the near future in view of the loss of more than 100 permanent staff members in the last two years and a half because of competition from outside the System. The management of this policy as between the institutions and its success in administration requires an educational leadership which gives full attention to this as a major concern of the program.

(7) An administrative agency for adjusting and composing the complex administrative problems constantly arising between the institutions. Such an agency, the Executive Council, has been established by the Chancellor's Office and makes detailed studies of the problems which otherwise would overwhelm the Board with their acuteness and complexity. More than any single agency this instrumentality, with the exception of the Board itself, has operated in the direction of unity of program. The High School Relations Committee has had a great deal of responsibility in this respect as a subsidiary of the Executive Council.

(8) A series of interinstitutional enterprises in which two or more of the units of the System are vitally concerned. The principal organizational units of this type are the--

Graduate Council
Research Council
Library Council
Institute of Marine Biology
Committee on Problems of Parks in Oregon including
(a) The John Day Associates
(b) The Condon Lectures
Project of an Economic Geography of Oregon
Supervisory Activities of Interinstitutional Deans in Special Fields
Many more values might be enumerated as accruing to Oregon from the creation of a single Department of Higher Education as a responsibility of state government. The evidence is sufficiently convincing to warrant a state policy of continued educational leadership. Should this be sacrificed and the executive control of the System be placed in the Business Office wholly, the foundational beginnings now firmly laid would, in my judgment, be wrecked, regardless of the ability and the capacity for leadership of the Business Manager. Within the ranks of the administrative staff of the State System of Higher Education are at least five leaders, any one of whom could be assigned to this task with a feeling of assurance on the part of the Board. The presidents of the institutions should be accorded every encouragement, and salary levels much higher than now provided for them. The salary of the Chancellor of the System is considerably lower than the average salary for the Land-Grant Colleges of the nation, and the presidents correspondingly lower than that of the Chancellor. The Chancellor's salary need not necessarily be higher than that of the presidents. But his centralized authority should surely be recognized as detailed above.

At the outset, I declared my allegiance to the principle of retirement as provided in the Board's rules. I have long planned retirement, and have hesitated only until the Board may determine a policy to conserve the educational gains thus far registered for unified administration.

Now, in view of the decision of the Board, as stated by the President of the Board in our conference just following the recent special meeting of February 19, to proceed immediately with the selection of a chancellor when I shall have requested the Board to grant me retirement status, I am free to pursue the contemplated plan for retirement suggested to the President of the Board in my letter of May 3, 1945. This step, on the part of the Board,
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is vital to the consummation of the educational program of the System and the highest interests of the institutions. It is essential in maintaining the great gains achieved by the unified system to have at the head of the central administrative office, with the powers and authority now prescribed for the chancellor, in the Board's administrative code, a broad-minded, professionally trained educational leader whose chief purpose and principal assignment is to make the unified program work—whose goal is the educational success of the System. This consideration takes first priority over all others. So the statement of the President of the Board, on February 19, that the Board had, at a conference that morning, determined to start an immediate canvass for such an executive to be my successor when a plan for my retirement is agreed upon and announced, appears to be a guarantee that the "educational" control of the unified system will be assured and the great values of unified educational administration conserved for the youth of Oregon.

One further provision seems to me to be of utmost importance: Should the selection of a new chancellor be delayed for any cause and an interim of uncertainty occur, the present authority of the Chancellor's Office (as defined in the present administrative code) should, by all means, be conferred in toto on a small executive committee of the institution-presidents until such time as the new chancellor can take office. The authority should be exercised by, say a committee of three, who by definitive Board action, would perform the functions now exercised by a single person. If both of these steps are agreed upon, I am confident that the present benefits of unified administration may be retained and protected.

Since this is the accepted policy of the Board, I hereby request retirement from active duty as Chancellor of the State System of Higher Education, in
accordance with the following stipulated arrangements:

1. I would retire from active duty on July 1, 1946 with the provision of sabbatical leave at half salary from July 1, 1946 through June 30, 1947. (Of course, if the Board desires, I shall be glad to be of every possible assistance in the canvass for my successor.)

2. My title would be Chancellor Emeritus, or Honorary Chancellor.

3. Office space and office service, as represented by the present practice of the Board, would be arranged in the offices of the Extension Division or other comparable facilities under control of the Board.

4. Assignment to such teaching or other service in the Extension Division as might be determined to be useful by the dean—this service to be without salary—would be considered an official part of the arrangement.

5. The annuity payments provided for under my policy with the T.I.A.A. would begin July 1, 1947.

6. The Board will allow my family and myself the use of the Chancellor’s residence until January 1, 1947, with permission to vacate when another residence may be found, any time after July 1, 1946. (It will be recalled that this residence, valued by Mr. Church at $50,000, was donated to the Board by a deed which contains a reversion clause should it not be occupied as a chancellor’s or president’s residence.)

Frederick M. Hunter, Chancellor
State System of Higher Education
March 12, 1946
In moving that the Chancellor's request for retirement be granted, Mr. Smith made the following statement:

"I should like to express on behalf of the Board our sincere appreciation for the splendid service he has rendered as Chancellor for so many years and our thanks for the exceptional educational leadership with which he has favored us.

"I move that his request for retirement be granted by the Board in accordance with the terms he has stipulated, includ-in the title of Honorary Chancellor.

"I further move that the Board be designated to act as a committee of the whole to proceed with the selection and election of a new Chancellor at the earliest practicable date and that said Committee avail itself of Dr. Hunter's wide acquaintance and knowledge of the requirements of the position to lay before the Board names of and data pertaining to qualified candidates for the chancellorship."

Dr. Kleinsorge seconded the motion. Before putting the motion, President Marks indicated that it was understood that the Chancellor would vacate the official residence whenever it was required by a new Chancellor, subsequent to July 1, 1946. He further indicated that the Board had agreed that it was not ready at this time to adopt a definite interim arrangement but that such arrangement would be worked out before July 1, 1946.

The Board voted unanimously to approve Mr. Smith's motion.

A committee of six, consisting of Dr. C. F. Kossack, Dr. P. R. Waske and Dr. W. C. Ballaine representing the University, and Dr. Leo Friedman, Dr. H. E. Childs and Dr. E. E. Christensen representing the State College, appeared before the Board to express the need of an immediate general salary increase for the instructional staff of the institutions under the Board's control. The Committee reported that the quality of instruction is gravely imperiled by conditions which can be alleviated only by a substantial salary adjustment at this time. They pointed out that the need for increased salaries arises from three facts: (1) rapidly rising living costs have made present salaries grossly inadequate to permit a reasonable standard of living for faculty members, (2) the nationwide upward trend in salary and wage payments has resulted in competition from government, industry, business, and other schools that is stripping the faculties of their most promising staff members, and (3) the morale of the staffs is rapidly sinking because of the growth of a double salary standard on the campuses, the higher one for recently added staff members and the lower one for equally competent personnel who were on the teaching staffs prior to the academic year 1945-46.
In requesting a 20 per cent increase to the 1944-45 salary levels, the Committee emphasized the necessity of immediate action and the danger of waiting for the 1947 legislative session which would defer salary increases to the 1947-48 school year.

After much discussion, the Board, on motion by Mr. Groesbeck and second by Mr. Smith, unanimously moved that the Board recognized the emergency and that it will make every effort possible to meet it. After further discussion, the Chancellor was directed to tell the Committee of the plans under consideration for the preparation of the budget for the year 1946-47.

**REAPPOINTMENT OF EDGAR W. SMITH**

President Marks reported that Edgar W. Smith had been reappointed by Governor Snell on March 2 to serve on the Board of Higher Education for another nine-year period.

**RECESS**

The Board recessed for luncheon at 12:05 P. M.

The Board reconvened at 1:35 P. M.

**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 $200 from the University of Oregon Dads to the Donald M. Erb Memorial Scholarship Endowment Fund.

Gift of $700 from the E. C. Brown Trust to purchase social hygiene books for the University Library.

Gift of 100 shares of Tide Water Associated Oil Company common stock-par value $1,000, present value $2,125 - from Mrs. Georgia V. Howe to be added to the Herbert Crombie Howe Scholarship Fund.

Gift of 30 enlarged photographs, valued at approximately $150 from Mrs. Fiske Warren, of Pride's Crossing, Massachusetts, to the School of Architecture and Allied Arts.

**State College**

Gift of $200 from Loyd F. Carter of Portland, to be used for prizes for faculty members to promote inspirational teaching.

Gift of $250 from the Oregon Milk Distributors Association, to be used to provide scholarships for students in the Department of Dairy Husbandry, and to be known as the Oregon Milk Distributors Association Memorial Scholarships. The award will be made each year to a junior in dairy production or manufacturing, $175 to be paid in the junior year and $175 in the senior year.
Gift of equipment in the federal nursery school, valued at approximately $2,092, from the Federal Works Agency.

Gift from an anonymous donor of $500 to cover the scholarship for a specified student in the Agronomy Department in the School of Agriculture.

Medical School

Gift of $220 from the Portland Grade Teacher's Association to the Doernbecher Memorial Hospital for Children, to be used to purchase a Vollrath Polio Pack Heater.

Gift of $5,000 from Dr. Frank Ralston of Walla Walla, Washington to establish the Frank Ralston Research Student Assistantship in the Department of Ophthalmology. The funds are to be devoted to research in Glaucoma, under the direction of Dr. Kenneth C. Swan.

Gift of a Vollrath Polio Pack Heater, valued at $220, from Mrs. John A. Sprouse, Jr., to the Doernbecher Memorial Hospital.

Gift of an analytical balance, valued at approximately $150, from John Selling, to the Department of Biochemistry.

Gift of $300 from the Polk County Chapter of the National Foundation for Infantile Paralysis, to be used for the care and treatment of poliomyelitis patients in the Doernbecher Memorial Hospital.

Grant of $5,000 from the Los Angeles Research Club to the Department of Ophthalmology for research in pharmacology of the eye, under the direction of Dr. Kenneth Swan.

VACATION OF S. 16th ST FOR INDUST. BLDG. AT OSC

When the parcels of property were purchased for the site for the Industrial Building at the State College it was contemplated that a portion of South 16th Street running through the site would be vacated. The Board authorized the proper Board officials to request closure of this portion of South 16th Street and further authorized them to sign whatever documents are required.

SIGNING OF CONT. FOR FLIGHT TRNG PROGRAM

The Board, at its December meeting, approved the establishment of a flight-training program at Oregon State College in connection with the School of Engineering. A contract is being worked out with a commercial flying school to give the flight phases of the instructional program. The Board authorized the President and Secretary of the Board to sign this contract.

COMMENCEMENT AT U OF O DEN. SCHOOL

At the February 19, 1946 meeting, in accordance with Board regulations, President Marks appointed Phił Metschan to act for the Board in passing on candidates for degrees and diplomas at the University of Oregon Dental School. The action of Mr. Metschan was confirmed by the Board and made a matter of record. (Signed copy of the list of approved candidates is on file in the Board's Office.)
In order to enable the Experiment Station Department of Agricultural Engineering at the State College to carry on its research program to the end of the current fiscal year, the Board approved the budgeting of $1,245 from Fees and Sales New Income to the requisition budget of the Department.

The Board approved the remodeling of a room in the Dairy Building at the State College to accommodate a reorganized and expanded program of dairy production testing and herd recording. The cost of the remodeling and certain fixed equipment is $971.30, and is to be provided from the Reserve for Alterations and Repair.

The Board approved a budget of $8,552 to finance a special summer session flight training program at the State College, funds to come from an $80 enrollment fee. The Board approved this budget with the understanding that expenditures will be kept within the actual receipts.

At the January 19, 1946 meeting, the State Emergency Board appropriated $10,000 to be allocated to the Agricultural Experiment Station at the State College to conduct research on methods of control and eradication of the oriental fruit moth. To carry out this program, the Board approved the establishment of the following budget in the Experiment Station Department of Entomology to be known as "Control and Eradication of the Oriental Fruit Moth":

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary</td>
<td>$1,333.30</td>
</tr>
<tr>
<td>Wages</td>
<td>300.00</td>
</tr>
<tr>
<td>Equipment</td>
<td>800.00</td>
</tr>
<tr>
<td>Materials</td>
<td>766.70</td>
</tr>
<tr>
<td>Travel</td>
<td>300.00</td>
</tr>
</tbody>
</table>

The Board also approved the transfer of Charles H. Martin, Associate Entomologist and Associate Professor, to this budget, effective February 1, 1946. Salary savings of $1,333.30 in the Entomology budget to be transferred to wages.

The county court of Grant County contributed $445 to the requisition budget of the County Agent of Grant County for the current fiscal year for purchase of a car. The Board approved the adding of this amount to the equipment budget of the Grant County Agent.

The county court of Klamath County contributed $1,000 to the requisition budget of the County Agent of that county. The Board approved the budgeting of these funds as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
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<tr>
<td>Materials and expense</td>
<td>75.00</td>
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<tr>
<td>Travel</td>
<td>150.00</td>
</tr>
<tr>
<td>Equipment</td>
<td>350.00</td>
</tr>
<tr>
<td>Total</td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>
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HOT WATER TANK FOR DENTAL SCHOOL

A recent inspection of the physical plant of the University of Oregon Dental School by the State Fire Marshall, the Portland Fire Department and the State Boiler Inspector indicated the necessity of installing a separate tank for hot water. The Board approved the transfer of $1,500 from the Building Rehabilitation Reserve to cover the installation of this tank.

SALE OF MATHEW REQUEST PROPERTY

The Board approved the sale of Lots 3 and 4, Block 1, Duerst's Addition to Milwaukie, to Theodore Opsund of Portland, for $1,200 cash. This property was received by the Medical School under the David P. Mathews bequest and the proceeds are to be used for research and study in the treatment and care of asthma.

TESTING BUREAU BUDGET AT BOCE

The Board approved the following budget for the Veterans' Testing Bureau at Eastern Oregon College of Education, to cover testing services for the period January 15 to June 30, 1946:

Income

110 advisees @ $7.50 $825.00

Expenditures

Wages $355.00
Materials and expense 170.00
Travel 100.00
Equipment 100.00
Reserve for contingencies 100.00 $825.00

ADJ. REQUIRING FUNDS FROM BD'S FUNDS

The Board approved the following important institutional requests to be met from the Board's unappropriated fund:

University

F. J. Reithel, appointment

Appointment of Dr. Francis J. Reithel as Assistant Professor of Chemistry, for the remainder of the current academic year, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective February 21, 1946. The Board also approved the addition of $1,500 to wages and $300 to materials and expense in the Chemistry budget. Requires $3,182.72 in 1945-46 from the Board's unappropriated fund.

M. MacKinnon, appointment

Appointment of Mrs. Mildred Pearson MacKinnon as Instructor in English, for the winter and spring terms, at an annual salary rate of $2,070, effective January 2, 1946. This is a new position and requires $1,380 in 1945-46 from the Board's unappropriated fund.

B. Steel, increase in time-service

Increase in time-service from 10 to 12 months, for Miss Beverley E. Steel, Secretary in Sociology, Political Science and Religion, and an increase in salary from $125 to $140 per month, effective February 1, 1946. Requires $75 in 1945-46 to be provided from the Board's unappropriated fund.
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G. Wickham, appointment
Appointment of Golda P. Wickham as Dean of Women at an annual salary rate of $3,600, 12-months basis, yearly tenure, effective June 16, 1946. Requires $150 in 1945-46 to be provided from the Board’s unappropriated fund.

L. Veatch, appointment
Appointment of Lilyann Veatch as Instructor in Drawing and Painting in the School of Architecture and Allied Art, for the spring term, at an annual salary rate of $2,100, 10-months basis, effective April 1, 1946. Requires $700 in 1945-46 to be provided from the Board’s unappropriated fund.

N. Eggimann, appointment
Appointment of Norman Robert Eggimann as Assistant Professor of Business Administration, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective April 1, 1946. Requires $1,000 in 1945-46 to be provided from the Board’s unappropriated fund.

J. Parsons, appointment
Appointment of Jack Parsons as Assistant Professor of Sociology and Social Work, at an annual salary rate of $3,270, 10-months basis, yearly tenure, effective April 1, 1946. Mr. Parsons will be employed two-thirds time in Sociology and one-third time in General Extension. Requires an addition of $726.67 to the Sociology budget in 1945-46 from the Board’s unappropriated fund. The amount of $363.33 required in 1945-46 for the General Extension portion of Mr. Parsons’ salary is available in the present Extension budget. Dean Cramer joins in this recommendation.

Adjustments as follows in the Mathematics Department:

O. Freeman, cont. of appoint.
Continuation of appointment of Mrs. Olga A. Freeman as Instructor in Mathematics, at an annual salary rate of $2,200, for the spring term.

F. Wood, increase in time
Increase from 43 per cent to full-time for Dr. Frank Edwin Wood, Associate Professor of Mathematics, for the spring term, at an annual salary rate of $3,270.

Addn to Math wage budget
Addition of $146.67 to the wage budget of the Mathematics Department for the spring term, to employ student assistance.

Requires $1,354.64 in 1945-46 to be provided from the Board’s unappropriated fund.

Addn to wage bud. of Geology and Geo.
Addition of $200 from the Board’s unappropriated fund to the wage budget of the Department of Geology and Geography to provide student assistance for the balance of the fiscal year.

Total, University . . . . $8,769.03
F. H. Young, appointment
Appointment of Fred H. Young as Instructor in Mathematics, for the spring term, at a rate of $800 for the term. Requires $800 in 1945-46 from the Board's unappropriated fund.

J. C. R. Li, appointment
Appointment of Dr. Jerome C. R. Li as Instructor in Mathematics, at an annual salary rate of $2,600, 10-months basis, yearly tenure, effective April 1, 1946. Requires $866.67 in 1945-46 from the Board's unappropriated fund.

M. Hgopian, appointment
Appointment of Dr. Michael Hgopian as temporary Instructor in Economics, for the period April 1 to June 30, 1946, at a rate of $250 per month. Requires $750 in 1945-46 to be provided from the Board's unappropriated fund.

R. Williamson, appointment
Appointment of Russell W. Williamson as Instructor in Industrial Arts, at an annual salary rate of $2,600, 10-months basis, yearly tenure, effective April 1, 1946. Requires $866.67 in 1945-46 to be provided from the Board's unappropriated fund.

H. Dahlberg, appointment
Appointment of Harry Richard Dahlberg as Assistant Professor of Industrial Arts, at an annual salary rate of $3,000, 10-months basis yearly tenure, effective March 1, 1946. Requires $1,283.95 in 1945-46 to be provided from the Board's unappropriated fund.

L. W. Kuhn, appointment
Appointment of Lee W. Kuhn as Instructor in Fish and Game Management, at an annual salary rate of $2,600, 10-months basis, yearly tenure, effective March 15, 1946. Requires $922.58 in 1945-46 to be provided from the Board's unappropriated fund.

C. E. Holmes, salary adjustment
Salary adjustment for Dr. C. E. Holmes, Associate Professor of Poultry Husbandry, from $3,870 to $4,200, 12-months basis, indefinite tenure, effective January 1, 1946. Requires $434.40 in 1945-46 from the Board's unappropriated fund and $121.60 to be transferred from Publications to Poultry Husbandry in the Experiment Station.

V. Cheldelin, salary adjustment
Salary adjustment for Dr. V. H. Cheldelin, Associate Professor of Biochemistry, from $3,370 to $3,800, 10-months basis, indefinite tenure, effective April 1, 1946. Requires $443.33 in 1945-46 to be provided from the Board's unappropriated fund.

D. Lilly, resignation
Resignation of Miss Dorothy Lilly, half-time Instructor in English, effective January 2, 1946; and the appointment of Edward D. Smith as Instructor for the winter and spring terms, at an annual salary rate of $2,100, 10-months basis, effective January 2, 1946. Requires $733.33 in 1945-46 to be provided from the Board's unappropriated fund. The Board also approved the transfer of $666.67, available in an unfilled Instructor position in the budget, to wages to employ additional assistance.

E. D. Smith, appointment
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Addn to wage bud. of Math Dept.
Addition of $700 from the Board's unappropriated fund to the wage budget of the Mathematics Department to employ an additional instructor for the winter term.

Addn to wage bud. of An. Husbandry
Addition of $100.50 from the Board's unappropriated fund to the wage budget of Animal Husbandry to employ additional wage assistance for the winter term.

Total, State College . . . $7,210.43

Medical School

Due to the death of Ralf Couch, Executive Secretary of the Medical School, it has been necessary to make the following adjustments in the administration of the Medical School:

C. N. Holman, appointment
Appointment of Dr. Charles N. Holman as Administrator of Hospitals and Clinics, in addition to his present duties as Medical Director, with an increase in salary from $3,739 to $6,400, and an increase in time from 75 per cent to 80 per cent, rank of Associate Professor, 12-months basis, indefinite tenure, effective March 1, 1946.

W. Zimmerman, promotion
Promotion of William A. Zimmerman from Assistant Business Manager and Assistant Administrator of Hospitals to Business Manager, Executive Secretary and Assistant Administrator of Hospitals, and an increase in salary from $3,870 to $4,600, 12-months basis, indefinite tenure, effective March 1, 1945.

G. G. Brice, appointment
Appointment of Miss Gwynn C. Brice as Administrative Assistant, at an annual salary rate of $1,000, rank of Instructor, 12-months basis, yearly tenure, effective March 1, 1946.

A. Frederick, appointment
Appointment of Amby Frederick as Assistant Business Manager, at an annual salary rate of $3,600, rank of Instructor, 12-months basis, yearly tenure, effective February 12, 1946.

These adjustments require $689.07 in 1945-46 to be provided from the Board's unappropriated fund.

Natl. Commission for Protection of Medical Science

The Association of American Medical Colleges has approved the sponsoring of a "National Commission for the Protection of Medical Science." The functions of the Commission are to educate the public on the necessity, humane character, and accomplishments of animal experimentation; to aid in preventing legislative restrictions to animal experimentation; and to promote legislation for protection of animal experimentation. Funds for the Commission are to be supplied by dues from medical schools, ranging from $200 to $400, depending on the size of the school. The Board approved the allocation of $200 annually from the Board's unappropriated fund for membership in this subsidiary of the Association of American Medical Colleges.

Total, Medical School . . . $889.07
Oregon College of Education

Mr. W. Barnum, Increase in time for Mrs. W. A. Barnum, Assistant Professor of Education, from 62½ per cent to 67½ per cent, for the spring quarter, and a corresponding increase in salary from $2,006.25 to $2,166.75, 12-months basis, indefinite tenure. Requires $160.50 in 1945-46 to be provided from the Board’s unappropriated fund.

I. M. Smith, Increase in time of service of Miss Ida Mae Smith, Assistant Professor of Education, from full-time for 9 months to full-time for 9 months and half-time for 3 months, and a corresponding increase in salary from $2,452.50 to $2,861.25, indefinite tenure, effective April 1, 1946. Requires $408.75 in 1945-46 to be provided from the Board’s unappropriated fund.

A. Stanbrough, Increase in time for A. C. Stanbrough, Assistant Professor of Mathematics, from 50 per cent to 75 per cent, for the spring term, and a corresponding increase in salary from $127.91 to $191.86 per month, 12-months basis, yearly tenure. Requires $191.85 in 1945-46 to be provided from the Board’s unappropriated fund.

Total, Oregon College of Education . . . . . $761.10

Southern Oregon College of Education

J. Gastineau, Appointment of Jerry Gastineau as Instructor in Physical Education and Coach, half-time, at a salary rate of $160 per month, for the period February 1 to June 15, 1946. Requires $720 in 1945-46 to be provided from the Board’s unappropriated fund.

Centralized Activities

Publishing of Howell Williams lectures, as first of the Condon Lectureship Series, in a manner similar to the plan used in publishing the Physical and Economic Geography of Oregon, with the cost to be underwritten by the Board in an amount not to exceed $500, to be later reimbursed by the sales of the monograph.

Grand total from Board’s unappropriated fund . . . . . $18,849.63

ADJ. REQUIRING The Board approved the following important institutional requests to be met from the Reserve for Staff Members Returning from Leave:

RESERVE FOR STAFF RETURNING UNIVERSITY FROM LEAVE

L. Beck, Return from war service of Dr. Lester F. Beck, Associate Professor of Psychology, at an annual salary rate of $3,300, 10-months basis, indefinite tenure, effective April 1, 1946. Requires $1,106.67 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.
State College

A. Dehner, return from military leave
Return from military leave of Albert Dehner and promotion in rank from Instructor to Assistant Professor of Business Administration, with a corresponding increase in salary from $2,000 to $2,600, 10-months basis, yearly tenure, effective April 1, 1946. Requires $866.67 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

L. F. Roth, ret. from mil. leave
Return from military leave of Dr. Lewis F. Roth, with a promotion in rank from Instructor to Assistant Professor, and a corresponding increase in salary from $2,080.92 to $2,300, 10-months basis, yearly tenure, effective February 15, 1946. Requires $1,359.67 in 1945-46 from the Reserve for Staff Members Returning from Leave. Savings of $250 in the wage budget of the Department to revert to the Board's unappropriated fund.

Medical School

W. Bolton, ret. from mil. leave
Return from military leave of Dr. Wilbur M. Bolton, Assistant Clinical Professor of Otolaryngology, at an annual salary rate of $1,800 for 30 per cent time, 12-months basis, yearly tenure, effective January 1, 1946. Requires $900 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

L. Jacobson, ret. from mil. leave
Return from military leave of Dr. Leonard D. Jacobson, Resident Physician in Surgery, at an annual salary rate of $900, 12-months basis, yearly tenure, effective February 1, 1946. Requires $375 in 1945-46, $225 of which is to be provided from the Post-Graduate Medical Instruction budget, and the remaining $150 is to be provided from the Reserve for Staff Members Returning from Leave.

Southern Oregon College of Education

O. Wilda, ret. from mil. leave
Return from military leave of Otto Wilda, Instructor in English and Art, at an annual salary rate of $2,800, 12-months basis, yearly tenure, effective March 25, 1946. Requires $752.68 in 1945-46 to be provided from the Reserve for Staff Members Returning from Leave.

Grand Total from Reserve for Staff Returning from Leave: $5,135.69

ADJ. REQUIRING FUNDS FROM INST. SALARY

University

C. Secoy, sal. adj.
Salary adjustment for Dr. Charles H. Secoy, Assistant Professor of Chemistry, from $2,870 to $3,000, 10-months basis, indefinite tenure, effective March 1, 1946. Requires $55.63 in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.
Promotion in rank for Dr. Wayne W. Massey, from Assistant Professor to Associate Professor of Physical Education, and a corresponding increase in salary from $3,070 to $3,670, 10-months basis, yearly tenure, effective March 1, 1946. Requires $255.79 in 1945-46 from the Institutional Salary Adjustment Reserve.

Salary adjustment for Howard S. Hoyman, Associate Professor of Physical Education, from $3,270 to $3,670, 10-months basis, indefinite tenure, effective March 1, 1946. Requires $171.19 in 1945-46 from the Institutional Salary Adjustment Reserve.

Salary adjustment for Dr. James H. Gilbert, Dean of the College of Liberal Arts, from $5,286.72 to $5,750, 12-months basis, indefinite tenure, effective March 1, 1946. Requires $154.43 in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.

Change in time-service from 10 to 12 months for Dr. Theodore Kratt, Dean of the School of Music, and a corresponding increase in salary from $5,270 to $5,750, effective June 16, 1946. Requires $239.58 in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.

Promotion in rank for Dr. Charles L. Clark, from Assistant Professor to Associate Professor of Mathematics, and a corresponding increase in salary from $2,750 to $3,600, 10-months basis, yearly tenure, effective April 1, 1946. Requires $283.33 in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.

Salary adjustment for Dr. Wilbert R. Todd, Associate Professor of Biochemistry, from $4,270 to $4,800, 12-months basis, indefinite tenure, effective March 1, 1946. Requires $176.67 in 1945-46 to be provided from the Institutional Salary Adjustment Reserve.

Grand total from Institutional Salary Adjustment Reserve . . . . . . . . . . $1,337.62

The Board approved the following personnel adjustments at the University.

Appointment of Mrs. Virginia F. MacDonald as Secretary in the Athletic Activities Department, at a salary rate of $125 per month, 10-months basis, monthly tenure, effective January 14, 1946. This is a new position and requires $697.58 in 1945-46 to be provided from increased estimated fee income.

Lieutenant Victor F. Manson, Assistant Professor of Military Science and Tactics, has been discharged from the service and his resignation was submitted as of December 26, 1945. No Board funds involved.
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March 12, 1946

Wm. Cass, appointment

Appointment of William A. Cass, Jr., as Instructor in the Department of Psychology and Counselor for the University Testing Bureau, at an annual salary rate of $2,700, 12-months basis, yearly tenure, effective March 1, 1946. Requires $900 in 1945-46 to be transferred from the reserve to salaries in the Testing Bureau budget.

A. P. Watson, sal. adj.

Salary adjustment for Dr. A. P. Watson, Instructor in Chemistry and Operative Dental Clinic at the Dental School, from $200 to $250 per month, for the period January 1, to June 30, 1946, to bring his salary rate up to that of other full-time instructors. Requires $300 in 1945-46 to be transferred to the Operative Dental Clinic from the Operating Reserve.

L. Faust, change in time-service

Change in time-service for Lloyd Faust, Assistant Professor in the School of Business Administration, from 12 to 10 months basis, at an annual salary rate of $2,770, effective January 1, 1945. Requires $461.67 in 1945-46 from Endowment Income, Miner Building.

R. Williams, ret. from mil. leave

Return from military leave of Richard Williams, Manager of Educational Activities, at an annual salary rate of $2,670, 12-months basis, yearly tenure, effective April 1, 1946. Requires $667.50 in 1945-46 to be provided as follows: $180 released by the transfer of Horace Robinson and $487.50 to be added to the salary budget from an increase in estimated fee income.

H. Robinson, ret. to former position and sabb. leave

During the absence of Mr. Williams, Horace Robinson has been Acting Manager of Educational Activities, in addition to retaining his regular full-time position as Assistant Professor of Speech and Dramatic Arts. Effective April 1, Mr. Robinson is to be relieved of his position as Acting Manager and the additional salary of $720 annually, and he will be returned to his former rate of $2,970. The Board also granted him a sabbatical leave for the spring term on full salary for travel and study. Salary savings of $180 to be applied on Mr. Williams salary.

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

J. Hansell, Jr., appointment

Appointment of J. Wesley Hansell, Jr., Emergency Assistant in Coos County, at an annual salary rate of $2,808, rank of Instructor, 12-months basis, yearly tenure, effective February 1, 1946. Requires $1,170 in 1945-46 to be transferred from wages to salary in the Emergency Assistants budget.

L. E. Warner, appointment

Appointment of Leroy Eldon Warner as Emergency Assistant in Deschutes County, at an annual salary rate of $2,808, rank of Instructor, 12-months basis, yearly tenure, effective February 11, 1946. Requires $1,086.43 in 1945-46 to be transferred from wages in the Emergency Assistant Budget.

T. G. Skinner, appointment

Appointment of Thomas G. Skinner as County Club Agent of Wallowa County, at an annual salary rate of $2,808, rank of Instructor, 12-months basis, yearly tenure, effective February 16, 1946. This is a new position and requires a transfer of $1,044.64 from the wage budget of Emergency Assistants for 1945-46.
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E. M. Lindsay, appointment
Appointment of Ernest M. Lindsay as Assistant County Agent of Klamath County, at an annual salary rate of $2,808, rank of Instructor, 12-months basis, yearly tenure, effective March 1, 1946. Requires $936 in 1945-46 to be transferred from wages in Emergency Assistants budget.

J. H. Sullivan, appointment
Appointment of Miss June H. Sullivan as Dental Research Assistant in Home Economics Research, at an annual salary rate of $3,000, rank of Assistant Professor, 12-months basis, yearly tenure, effective May 1, 1946. Funds are available from the special legislative appropriation for this research work.

C. Coleman, appointment
Appointment of Miss Comery Coleman as Instructor in Home Economics Education, at an annual salary rate of $2,400, 10-months basis, yearly tenure, effective March 1, 1946. Salary savings of $352.84, due to delay in appointment, to revert to the Board's unappropriated fund.

Wm. Hoyer, appointment
Appointment of William H. Hoyer as Research Fellow in the Experiment Station Department of Food Industries, at an annual salary rate of $2,000, 12-months basis, yearly tenure, effective February 1, 1946. Funds for Mr. Hoyer's salary are to come from a grant of $833.33 from the Agricultural Research Foundation.

J. Johnson, appointment
Appointment of Joe B. Johnson as Research Fellow at the Eastern Oregon Livestock Branch Experiment Station, 50 per cent time, at an annual salary rate of $912, 12-months basis, effective February 1, 1946. This is a new position and requires $380 in 1945-46 to be transferred from wages to salary in the Station budget.

M. Bash, appointment
Appointment of Miss Mary Bash as Assistant Dean of Women, at an annual salary rate of $3,000, 12-months basis, yearly tenure, effective April 1, 1946. Funds are provided in the budget for this position.

M. Winston, sal. adj.
Salary adjustment for Mrs. Mabel Winston, Assistant to the Dean of Women, from $200 to $270 per month, for the period January 1 to March 31, 1946, to compensate for added responsibilities carried as a result of Mrs. Jessup's resignation. Requires $210 in 1945-46 to be provided from salary savings from Mrs. Jessup's resignation. Remaining $612.65 salary savings from Mrs. Jessup's resignation to be transferred to wages in the budget to employ stenographic assistance for the remainder of the year.

S. M. Zeller, sal. adj.
Salary adjustment for Dr. S. M. Zeller, Plant Pathologist in the Experiment Station, from $4,270 to $4,500, 12-months basis, indefinite tenure, effective March 1, 1946. Requires $76.64 in 1945-46 to be transferred from wages to salary in the Experiment Station Plant Pathology budget.

S. C. Jones, sal. adj.
Salary adjustment for S. C. Jones, Associate Entomologist and Associate Professor in the Experiment Station, from $3,200 to $3,600, 12-months basis, indefinite tenure, effective February 1, 1946. Requires $166.62 in 1945-46 to be transferred from wages in the
Entomology budget. $1,200 of Mr. Jones' annual salary is paid by the United States Department of Agriculture.

A. E. Gross, sal. adj. Salary adjustment for A. E. Gross, Superintendent of the Klamath Experimental Area, from $3,200 to $3,600, and a change from yearly to indefinite tenure, effective February 1, 1946. Requires $166.20 in 1945-46 to be provided from an unfilled salary position in the Station. Remaining savings of $2,533.38 from unfilled position to be transferred to wages.

Salary adj. as follows: - Salary adjustments for certain county club agents, as follows, effective February 1, 1946:

K. Minnick, Kenneth C. Minnick, Douglas County Club Agent, from $2,670 to $2,808.

E. Jossy, Earle Jossy, Jackson County Club Agent, from $2,880 to $3,000.

S. Cleaver, Scott P. Cleaver, Lake County Club Agent from $2,670 to $2,808.

N. Hansen, N. John Hansen, Linn County Club Agent, from $2,790 to $3,000.

C. Pope, George A. Pope, Clackamas County Club Agent, from $2,880 to $3,000.

Requires $302.50 in 1945-46 to be transferred from the Director's Reserve.

E. W. Harvey, sal. adj. Salary adjustment for Dr. E. W. Harvey, Superintendent of the Seafoods Laboratory, from $4,000 to $4,400, 12-months basis, indefinite tenure, effective March 1, 1946. Requires $133.28 in 1945-46 to be transferred from the requisition budget of the Administration account.

R. Sinnhuber, sal. adj. Salary adjustment for R. O. Sinnhuber, Assistant Professor in the Seafoods Laboratory, from $3,000 to $3,600, 12-months basis, yearly tenure, effective March 1, 1946. Requires $200 in 1945-46 to be transferred from the requisition budget of the Administration Account.

M. Holthouse, ret. from mil. leave Return from military leave of Miss Mary Holthouse, Statistical Technician and Secretary in the Division of Agricultural Economics, with an increase in salary from $1,800 to $2,100, 12-months basis, yearly tenure, effective Feb. 18, 1946. Requires $768.75 in 1945-46, $720 to be provided by a transfer from wages to salary in Agricultural Economics—Marketing and $48.75 to be provided by a transfer from wages to salary in Agricultural Economics—Instruction.

P. H. Weswig, ret. from mil. leave Return from military leave of Dr. Paul H. Weswig, Assistant Chemist in the Experiment Station Department of Agricultural Chemistry, with a promotion in rank to Associate Biochemist and Associate Professor, and an increase in salary from $1,800 to $3,300, 12-months basis, yearly tenure, effective January 1, 1946. Requires $1,650 in 1945-46 to be transferred from the Publications budget of the Experiment Station.

G. B. Davis, ret. from mil. leave Return from military leave of George B. Davis, Research Assistant and Instructor in the Department of Farm Management in the Experiment Station, with a promotion in rank to Assistant Economist and Assistant Professor in the Experiment Station, and a corresponding
increase in salary from $2,100 to $3,000, 12-months basis, yearly tenure, effective February 1, 1946. Requires $1,250 in 1945-46 to be transferred from Publications to Farm Management in the Experiment Station. It is also recommended that $550 be transferred from Publications to the wage budget of Farm Management.

R. H. Dann, sabb. leave
Sabbatical leave on half salary for R. H. Dann, Associate Professor of Economics and Sociology, for the period September 1, 1946 to September 1, 1947, for study and travel in New Zealand and Australia, under the sponsorship of the Friends World Committee.

C. E. Otis, resignation
Resignation of C. E. Otis, Assistant Specialist in Farm Crops, to accept employment with the Dow Chemical Company, effective March 31, 1946. Salary savings of $900 in 1945-46 to be transferred to the Director's Reserve.

H. K. Dean, resignation
Resignation of Harold K. Dean, Superintendent of the Umatilla Branch Experiment Station, effective December 31, 1945. Eighty-one per cent of Mr. Dean's salary has been paid by the federal government for many years and he is retiring under the Federal Civil Service Retirement System. Salary savings of $300 in 1945-46 to be transferred to the wage budget.

L. W. Schaad, resignation
Resignation of Lawrence W. Schaad, Assistant County Agent in Clarkamas County, to enter private business, effective February 15, 1946; and the appointment of George Hollis Ottaway as Assistant County Agent in Clarkamas County, at an annual salary rate of $2,808, rank of Instructor, 12-months basis, yearly tenure, effective February 7, 1946. Requires $115.40 in 1945-46, due to increase in salary rate and overlapping time, to be transferred from the Director's Reserve.

G. Ottaway, appointment
G. Price, resignation
Resignation of Girtha Price, bookkeeper in the Extension Accounting Office, effective March 31, 1946; and salary adjustment for Miss Irva Brubacher, Personnel Clerk, from $2,136 to $2,280, 12-months basis, monthly tenure, effective January 1, 1946. Requires $72 in 1945-46 to be provided from savings from Miss Price's resignation. Remaining salary savings of $452 to be transferred to the Director's Reserve.

I. Brubacher, sal. adj.
Resignation of Miss Jean McElhinny as Home Demonstration Agent in Yamhill County, effective January 19; and the appointment of Miss Marion Donaldson as Home Demonstration Agent of Yamhill County, at an annual salary rate of $2,700, rank of Assistant Professor, 12-months basis, yearly tenure, effective January 21, 1946. Salary savings of $7.26, due to delay in appointment, to be transferred to the Director's Reserve.

J. McElhinny, resignation
M. Donaldson, appointment

A. L. Albert, red. in time
Reduction in time for A. L. Albert, Professor of Electrical Engineering from full-time to half-time and a corresponding reduction in salary from $4,070 to $2,035, and designation as Research Associate half-time without pay in Electrical Engineering, for the period January 15 to June 30, 1946. Salary savings of $1,247.80 in 1945-46 to revert to the Board's unappropriated fund.
Reduction in time for John J. Wittkopf, Assistant Professor in Electrical Engineering, from full-time to half-time, and a corresponding reduction in salary from $3,000 to $1,500, and designation as Research Associate half-time without pay in Electrical Engineering, for the period January 15 to June 30, 1946. Salary savings of $919.76 in 1945-46 to revert to the Board's unappropriated fund.

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

Return from military leave of Dr. Clifford Kuhn, Assistant Clinical Professor of Otolaryngology, at an annual salary rate of $1,800, for 30 per cent time, 12-months basis, yearly tenure, effective January 1, 1946. Requires $900 in 1945-46, $600 of which is available from Deembecher Hospital restricted funds, and $300 from Kellogg Foundation funds.

The Board approved the following personnel adjustment in Centralized Activities:

Salary adjustment for H. A. Bork, Comptroller, from $6,000 to $7,000, effective January 23, 1946. Requires $440.84 in 1945-46 to be transferred from wages in Centralized Activities.

In order to allow the institutions of the System adequate time in which to prepare their budgets for the next fiscal year, Mr. Bork suggested that the next regular meeting of the Board be postponed until May 7, 1946.

Upon motion by Mr. Smith and second by Mr. Finseth, the Board voted unanimously to suspend the rules and by-laws calling for a meeting on April 23, 1946 and to change the date to May 7, 1946.

The Board recessed at 2:20 P.M. to meet in Room 304 immediately to hear Captain Coggeshall present the information he obtained in Washington on the Marine Barracks. At Captain Coggeshall's request, the Press was excluded from the session.

The Board heard Captain L. F. Coggeshall report on his negotiations in Washington, D. C. on the Klamath Falls Barracks. Captain Coggeshall indicated that the first step would be for the State to file an application to have the property, including both real and personal property, appraised by the War Assets Corporation. After considerable discussion, the following motion was made by Mr. Grosbeck and seconded by Mr. Smith:

"That if the Governor, after hearing Captain Coggeshall's report, decides that an application for an appraisal should be made, the proper Board officials be authorized to proceed with this application for appraisal, such application to be signed either by the Governor or by the Board, whichever is deemed advisable."
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President Marks called for a hand vote on the motion and the following voted aye:

R. C. Groesbeck
R. E. Kleinsorge
Herman Oliver

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

Willard L. Marks

and the following voted nay: Leif S. Finseth and Phil Metschan.

Mr. Marks thereupon declared the motion passed. The Board instructed the Secretary to notify the Governor of this action and directed him to take whatever steps are necessary in complying with the Governor's decision on the matter.

CLAUDE PALMER

Mr. Claude Palmer, Vice Chairman of the United Citizens Higher
Educational Council of Oregon, had been invited to sit in on Captain
Coggeshall's report. The Council had previously indicated their
reluctance at having the Board take over the Marine Barracks for
educational purposes. After hearing Captain Coggeshall's report,
Mr. Palmer reported that the Council's purpose is not to tell the
Board what to do but rather to help the Board obtain more funds
with which to operate. He said he disliked to see funds being
poured into an institution of doubtful permanency when it is so
direly needed by existing institutions. He reported, however,
that the Council is willing to go along with whatever the Board
thinks best.

ESTAB.
SUMMER
SESSION
AT VANPORT

At the February 19 meeting of the Board, Dean Cramer was instructed
to survey the possibility of setting up a summer session at Vanport
and to submit a proposed plan for such a session.

Dean Cramer reported that according to a recent survey there appeared
to be sufficient interest among veterans in the Portland area to
offer a full term of work during the summer session period. He also
reported that the Vanport Public School System would make available
a classroom building for the session and take care of the necessary
maintenance on a cost basis. The Housing Authority had indicated
that it would cooperate in making housing available for married
students.

Dean Cramer also presented an estimate budget of income and ex-
penditures on alternate plans of fee collections. Mr. Bork pointed
out that the budget suggested was on the basis of charging out-of-
state tuition and that out-of-state tuition is not charged for
summer sessions. After much discussion, the Central Office was
instructed to analyze the budget in order to determine if it can
be balanced within a Board guarantee of $6,000. The Central Office
was also instructed to study the matter of fees and tuition and to
submit the analysis and their suggestions on fees and tuition to
the Finance Committee for emergency approval.

ADJOURNMENT

The Board adjourned at 4:35 P. M.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Secretary