STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
October 22, 1946
10:05 A.M.

MEETING #59

A regular meeting of the State Board of Higher Education was held at the Benson Hotel, Portland, Oregon, on October 22, 1946.

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. E. Kleinsorge
Cheryl S. MacNaughton
Phil Metcalf

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

Willard L. Marks

There were also present: Chancellor Paul C. Packer; 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 Elmo Stevenson of Southern Oregon College of Education; President Robert J. Maaske of Eastern Oregon College of Education; Dean D. W. E. Baird of the University of Oregon Medical School; Dean J. F. Cramer of the General Extension Division.

MINUTES APPROVED

The Board voted to dispense with the reading of the minutes of the last regular meeting held September 10, 1946 and the adjourned meeting held October 12, 1946, and approved the minutes of these meetings as they appeared in the docket.

ESTAB. OF RES. FUND FOR ENROLL. INCREASE AT OSC AND U OF O

"Chancellor Packer reported that with large enrollment increases at the two major institutions beyond the estimates made at the time the budget was prepared, it will be necessary to make substantial additions to the teaching staff and, in some instances, to requisition budgets. It will be recalled that the annual budgets for the two major institutions were based on estimated enrollments of 4,600 students at the University and 5,500 at the State College. Actually, the latest enrollment figures show approximately 5,700 at the University and 7,100 at the State College. The Chancellor recommended the establishment of a reserve fund for enrollment increases at the State College of $75,000 and at the University of $50,000. The October docket carries appropriations for the State College of $38,955.28 for staff additions and other expenses incidental to increases in enrollments. The net reserve for the State College will, therefore, be $36,044.72. Approval of these reserves is recommended."

The Board approved the report of the Committee and the establishment of reserve funds for enrollment increases at the State College and University as recommended.
Mr. Smith concluded the report of the Finance Committee as follows:

"According to the agreement between the State Board of Control and the State Board of Higher Education for the administration of the University State Tuberculosis Hospital, the Board of Higher Education is to pass on the reasonableness of the biennial request to the Legislature for the operation of this unit. The budget, as prepared by Medical School officials, totals $461,081.40. This is an increase of 29 per cent above the estimated expenditures of the current biennium. Most of the increase comes in the salary and wage classification. The Committee feels that this is a reasonable budget and is in line with the increased costs of hospital operation and maintenance. It, therefore, recommends that the biennial budget request be approved as to reasonableness;"

The Board received the report of the Finance Committee and approved the biennial budgetary request of the University State Tuberculosis Hospital as to reasonableness.

Mrs. Beatrice Walton Sackett, Acting Chairman of the Unified Administration Committee, presented the following report:

"Chancellor Packer presented to the Committee on Unified Administration proposed changes in the interinstitutional administrative set-up as it has existed in most instances since 1932. He explained that the chief effects of these changes would be the establishing of strong graduate schools at Oregon State College and the University of Oregon to replace the General Graduate Council and the General Research Council. The following discussion was presented by Chancellor Packer in further explanation of the changes:

1. The State Legislature abolished the Boards of Regents 1 July 1929 and created a Department of Higher Education, placing the management and direction of the several state institutions of collegiate grade under one governing body of nine members.

2. Early in the operation of this newly created governing body, when the State System of Higher Education was thought of as a single state-wide institutional entity to be administered without presidents at the major institutions, the State Board of Higher Education, in 1932 on the recommendation of the Curricula Committee, established a system of interinstitutional administration.

3. Today, as a result of the adoption of this policy, 25 staff members in the System of Higher Education have been designated as interinstitutional directors responsible to the Chancellor. (The Office of the Director of Extension Division was created in 1929.)

4. During the time when the major institutions were operated without presidents, the directors functioned to assist the Board in achieving unity and coordination among the several schools."
5. The original function of 18 of the 26 directors has, in the main, been achieved and with the now well established presidents who have been made fully responsible for the administering of their respective institutions under the general direction of the State Board of Higher Education, it seems that the dual responsibility now shared by the respective presidents and the Chancellor, should be discontinued.

6. The discontinuance of the Office of the Director of the Graduate Division and the Director of General Research involves:

(a) The elimination of the General Graduate Council and the establishment of graduate schools at the University of Oregon and the Oregon State College. These institutions are mature and the promotion of graduate work and research can now be best developed when full responsibility is lodged in their respective presidents. The suggested reorganization would mean that a graduate dean would be appointed on each of the campuses.

(b) Abolishing of the General Research Council and its subsidiaries would require that the activities of the several councils involved be transferred as rapidly as possible to the graduate councils of the three institutions concerned, namely the University, the State College and the Graduate Council of the Medical School.

(c) The allocation to the respective graduate schools at the University of Oregon, Oregon State College and the Graduate Council of the Medical School, of the funds now assigned to the Graduate Division and the General Research Council.

(d) The continuance of Dr. Larsell as chairman of the Medical Graduate Council.

7. None of the foregoing suggestions in respect to the 18 directors involve change in the status of these individuals at their respective campuses. (In cases of Dr. Packard and Dr. Larsell, the title of Dean will also be abolished and they will be listed respectively as Professor and Head of Geology and Professor and Head of Anatomy.)

8. Presidents Strand and Newburn concur in the reorganization as herein indicated.

"In order to put these changes into effect, the Chancellor made the following detailed recommendations:

1. That 18 interinstitutional directorships be abolished.
2. That the General Graduate Council be abolished and graduate schools be established at the University of Oregon and the Oregon State College.

3. That the General Research Council and its subsidiaries be abolished and the activities of these agencies be transferred as rapidly as possible to the graduate councils of the University of Oregon, the Oregon State College and the Medical School.

4. That the funds of the Graduate Division and the General Research Council be allocated to the graduate schools at the University of Oregon, Oregon State College and to the graduate council at the Medical School.

5. That Dr. Larsell continue as Chairman of the Medical Graduate Council.

"Adoption of these recommendations includes the elimination of all interinstitutional responsibilities of the following campus officials:

Dean and Director of Medicine and Director of Health Services
Dean and Director of Pharmacy
Dean and Director of Forestry
Dean of the College of Liberal Arts and Director of Arts and Letters and Social Science
Dean of the School of Science and Director of Science
Dean and Director of Engineering and Industrial Arts
Dean and Director of Law
Dean and Director of Music
Dean and Director of Graduate Division
Dean and Director of Physical Education
Dean and Director of Home Economics
Dean and Director of Business Administration
Dean and Director of General Research
Dean and Director of Agriculture
Dean and Director of Lower Division
Dean and Director of Journalism
Director of Dormitories
Dean and Director of the Dental School

"The Committee believes that this proposed reorganization is in line with the present developments on the several campuses and that no essential element of unified administration will be sacrificed. We, therefore, endorse for favorable action by the Board the recommendations of the Chancellor, to take effect immediately."

The Board approved the report of the Committee and the several recommendations contained therein.
DESIGNATION OF WENIGER AND TAYLOR AS HEADS OF GRADUATE SCHOOLS AT OSC AND U OF O

Mrs. Sackett concluded the report of the Unified Administration Committee as follows:

"With the adoption of the reorganization plan it is necessary to designate heads of the graduate schools on the two major campuses. Chancellor Packer, with the concurrence of the two presidents, recommends as follows:

That Dr. Willibald Weniger, Professor and Head of the Department of Physics at Oregon State College, be also named Dean of the Graduate School, effective October 22, with no change in salary.

That Dr. Howard R. Taylor, Head of the Psychology Department at the University of Oregon, also be designated as Acting Dean of the Graduate School, effective October 22, with an increase in salary from $4,300 to $5,400.

"Chancellor Packer also announced that Dr. Olof Larsell had previously submitted his resignation as Dean of the Graduate Division as he desired to devote all of his time to Medical School matters, where he will remain as Chairman of the Graduate Council.

"The Committee recommends that these appointments be approved."

The Board approved the appointment of Dr. Weniger as Dean of the Graduate School at Oregon State College and the appointment of Dr. Taylor as Acting Dean of the Graduate School at the University of Oregon, under the terms recommended.

PURCHASE OF HOUSE AND LOT AT OSC FOR ED. ACT. ED.

Dr. R. E. Kleinsorge, Chairman of the Building Committee, presented the following report:

"Chancellor Packer presented, on behalf of Oregon State College, an emergency matter involving the proposed purchase of a piece of property which is necessary for the continued operation of the program of the Educational Activities Board of the College as now conducted. The property, consisting of a house and lot which may be obtained at a price of $7,500, has an established O.P.A. rental of $60 a month. While the Building Committee is not in favor of acquiring property except for permanent campus use, it agrees that an emergency exists in this instance. With the concurrence of the Finance Committee, it is recommending that the purchase be made for use on a temporary basis but that it be disposed of as soon as permanent arrangements can be made. It is understood that the purchase price will come from balances in the Educational Activities Account and that the net income from rentals will accrue to that fund."

The Board approved the purchase of the property at a price not to exceed $7,500, with the understanding that the property will be disposed of as soon as permanent arrangements can be made, with funds to come from balances in the Educational Activities Account and with net income from rentals to accrue to that fund."
Dr. Kleinsorge concluded the report of the Building Committee as follows:

"Funds for the establishment of a turkey experimental unit at the State College were made available by the 1945 Legislature. Plans have now been completed for the first unit of this poultry experimental plant and President Strand has recommended that the plans be approved and that the Department of Agricultural Engineering be given authority to proceed with the construction of the building. The estimated cost is approximately $10,700. The Building Committee recommends approval of the plans with authority to proceed with the construction as outlined."

The Board approved the plans for a building to house the turkey experimental unit and authorized the State College to proceed with the construction.

President Marks announced the appointment of Mr. A. R. Watzek to represent the State Board of Higher Education in approving and signing the list of candidates for degrees at the University of Oregon Dental School Commencement to be held October 22, 1946.

Dr. Byrne presented a communication from Raymond Johnson, President of the Oregon Seed Growers League and Chairman of the Special Fertilizer Joint Committee, which contained a resolution adopted by these two organizations urging the continued distribution of nitrate fertilizer through the Agricultural Extension Service of Oregon State College as long as the nitrate shortage lasts. The Communication was received for filing.

There is a possibility of obtaining through the Federal Works Agency buildings located at Vanport for classroom purposes for the Vanport Extension Center. The Federal Works Agency requires that the governing body designate, by resolution, an individual who is authorized to prepare and execute the necessary forms and negotiate on other matters in connection with procurement of the surplus buildings. Accordingly, the following resolution was read designating Dr. J. F. Cramer as the representative of the General Extension Division:

WHEREAS, the General Extension Division (herein called the "Applicant"), acting by and through its governing body, upon the basis of available data, has found that there exists or impends an acute shortage of educational facilities required for persons engaged in the pursuit of courses of training or education under Title II of the Servicemen’s Readjustment Act of 1944, as amended, and to relieve such shortage proposes to request the United States of America through the Bureau of Community Facilities, Federal Works Agency, (herein called the "Government"), to provide educational facilities, pursuant to Public Law 697, 79th Congress, (Section 504 of the Lanham Act, as amended), and in connection therewith, has examined and considered such law, the Regulations, the Information for Applicants, the form of application and the form of proposed agreement;

NOW, THEREFORE, be it resolved by the Oregon State Board of
Higher Education (herein called the "Governing Body") that a justification of need and that an application or applications be filed, in such form as may be required by the Government, to provide such educational facilities as are required to alleviate such acute shortage, and that the Applicant will comply with the various requirements and conditions necessary to enable the Government to provide such facilities; and

BE IT FURTHER RESOLVED that J. F. Cramer is hereby designated as the Applicant's Representative and is authorized in his capacity as such Representative to file with the Government a justification of need and an application or applications to negotiate, execute, and enter into an agreement or agreements with the Government in substantially the form of agreement considered by the Governing Body, to negotiate, execute and enter into such other agreements and instruments and to perform and do any and all acts as may be necessary to provide a suitable site and site preparation, streets or roadways, sidewalks, landscaping, utility mains, technical or engineering data, architectural or engineering services, necessary rights of entry and rights of way for Government operations, to accept on behalf of the Applicant ownership and possession of such facilities, to assure the Government that such facilities will be utilized by the Applicant to carry out the purposes of such law, and to do or perform any and all other acts that are necessary to accomplish the purposes of the Applicant's application, to perform the Applicant's obligations under its agreement with the Government, and to obtain the provision of such facilities.

BE IT FURTHER RESOLVED that, in accordance with regulations of said Oregon State Board of Higher Education, all contracts and agreements with the Government shall be countersigned by the Secretary and the Comptroller of said Board.

Upon motion by Director Watzek and second by Director Oliver, the above resolution was adopted with the following voting aye:

Mr. Finseth  
Mr. Oliver  
Dr. Kleinsorge  
Mrs. Sackett  
Mrs. MacNaughton  
Mr. Smith  
Mr. Metschan  
Mr. Watzek  
Mr. Marks

and the following voting nay: None.

The President therewith declared said resolution unanimously adopted.

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

University

Gift of $375 from the Oregon State P.E.O. Sisterhood to provide three scholarships of $125 each for three designated girls.

Gift of $100 from the State Association of University of Oregon Women to the Jennie Beatie Harris Scholarship Loan Fund.
Gift of $100 from Alfred Holm of Eugene to the Prueitt Telescope Fund.

State College

Gift of $500 from the James F. Lincoln Arc Welding Foundation to provide two agricultural scholarships of $250 each to be known as the "M. C. Buchanan Scholarships of the Lincoln Foundation."

Medical School

Grant of $600 from the American Medical Association to finance a research project under the direction of Dr. Archie Tunturi, Assistant Professor of Anatomy.

Grant of $5,000 from the Research Study Club of Los Angeles to cover a research project conducted under the direction of Dr. Gay L. Boyden. The grant is to be awarded over a two-and-a-half year period and the first installment of $1,000 has already been received.

Grant of $300 from the Abbott Laboratories, North Chicago, Illinois, to be used for a research project conducted by Dr. Robert Dow, Assistant Professor of Neurology and Donald Olson, Student Assistant in Anatomy.

Grant of $3,000 per year from the Junior League of Portland, to be used for the payment of the salary of an occupational therapist for the hospital units of the Medical School. This gift is effective as of October 1, 1946.

Eastern Oregon College of Education

Gift of $100 from Mrs. Agnes Plummer Burns, of Flora, Oregon, to be used for a scholarship for a worthy sophomore student from Wallowa County.

At the present time, the work in speech and dramatic art at the University is carried as a division within the Department of English. The Board approved the establishment of a Department of Speech and Drama in the College of Liberal Arts, effective January 1, 1947, and authorized this department to give an undergraduate major leading to an undergraduate degree. The Board designated W. A. Dahlberg, Associate Professor, as acting head of the Department, effective October 15, 1946, with a salary adjustment from $3,800 to $4,000, the funds to come from the Institutional Salary Adjustment Reserve.

At present a portion of the requisition budget of the Division of Speech and Drama at the University is utilized to cover the cost of producing plays and the income that accrues from the productions is taken into the Board's general income account. The Board approved the establishment of a new auxiliary service account, with the income from plays and other dramatic activities to be allocated to this account for the use of the Division.
RIGHT-OF-WAY EASEMENT ON PEAVY ARBORETUM TO MT. STATES POWER CO.

The original power line servicing buildings on the Peavy Arboretum tract belonged to and was maintained by the State Board of Forestry. The Mountain States Power Company has offered to take over the line and maintain and service it and the Board of Forestry has concurred. In effecting a transfer of ownership to Mountain States Power Company, it is necessary to grant a right-of-way easement to the Mountain States Power Company. The Board authorized the proper Board officials to execute the necessary documents.

UNAPPROPRIATED FUND

The Board approved the following personnel changes and appropriations from the Board’s unappropriated funds:

State College

L. Olsen
Appointment of Mrs. Lillian S. Olsen as Instructor in Chemistry for the fall and winter terms, at a salary of $900 per term, effective September 16, 1946. Requires $1,800.00

V. Robinson
Appointment of Mrs. Virginia Robinson as half-time Instructor in the Department of Speech, at an annual salary rate of $1,300, 10-months basis, yearly tenure, effective September 16, 1946. Requires 1,300.00

Dan Robinson
Transfer of Dan D. Robinson from Extension Forester in Federal Cooperative Extension to Assistant Professor of Forestry, at an annual salary rate of $3,200, 10-months basis, indefinite tenure, effective September 16, 1946. Unused salary in Federal Cooperative Extension to be transferred to Director’s Reserve. Requires 3,200.00

Adjustments as follows in the Department of Business and Industry:

E. Vietti
Salary adjustment for Edward Vietti, Assistant Professor of Secretarial Science from $2,790 to $3,400, effective September 16, 1946.

J. Pfanner
Salary adjustment for John Pfanner, Associate Professor of Business Administration, from $3,600 to $3,800, effective September 16, 1946.

A. Dehner
Salary adjustment for Albert H. Dehner, Assistant Professor of Business Administration, from $3,000 to $3,200, effective September 16, 1946.

E. Gibson
Appointment of Emery M. Gibson as Assistant Professor of Business Administration, at an annual salary rate of $3,400, 10-months basis, yearly tenure, effective September 16, 1946. $3,600 was provided in the budget for this position. Requires 830.00
W. Jewell  
Appointment of William Ray Jewell as a Teaching Fellow in Physics, at an annual salary rate of $1,100, 10-months basis, yearly tenure, effective September 16, 1946. Requires .......................... 1,100.00

R. Lincoln  
Appointment of Russell Laverne Lincoln as Instructor in Physics, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective September 16, 1946. $750 is available in the salary budget. Requires .......................... 2,250.00

F. Reinke  
Appointment of Mrs. Myllis Reinke as Stenographer in the Department of Chemistry, at a salary rate of $140 per month, effective October 1, 1946. This is a new position and requires .......................... 1,260.00

H. Livingston  
Salary adjustment for Harold W. Livingston, Instructor in the Department of Speech, from $2,500 to $2,700, 10-months basis, effective September 16, 1946. Requires .......................... 200.00

C. Fuller  
Salary adjustment for Carl W. Fuller, Instructor in the Department of Speech, from $2,500 to $2,700, 10-months basis, effective September 16, 1946. Requires .......................... 200.00

L. Fairbanks  
Adjustments as follows in the Department of Art and Architecture as a result of increased enrollment and the death of J. Leo Fairbanks, Department Head on October 3, 1946:

H. Sinnard  
Promotion of Herbert E. Sinnard from Associate Professor to Professor and designation as Acting Chairman of architectural work, effective October 3, 1946. No change in salary.

D. B. Fox  
Promotion of Mrs. Dorothy Bourke Fox from Assistant Professor to Associate Professor, and designation as Acting Chairman of other art courses, with an increase in salary from $3,300 to $3,500, 10-months basis, yearly tenure, effective October 3, 1946.

M. Field  
Promotion of Mrs. Marian Field, from Instructor to Assistant Professor of Art, with an increase in salary from $2,800 to $3,000, 10-months basis, yearly tenure, effective October 3, 1946.

W. Griebeler  
Transfer of 34 per cent of the time of W. L. Griebeler, Instructor in the Agricultural Engineering Experiment Station to Art and Architecture, with an increase in salary from $2,620 to $3,000, effective October 1, 1946. Salary savings of $885 in Agricultural Engineering Experiment Station to be transferred to wages.
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P. Parsons
Appointment of Mrs. Philis Parsons as Laboratory Assistant at a salary of $1,500 for 9-months, yearly tenure, effective October 1, 1946.

Mrs. D. Young
Appointment of Mrs. D. Palmer Young as half-time Instructor, at an annual salary rate of $1,300, 9-months basis, yearly tenure, effective October 1, 1946.

E. Johnson
Appointment of Mrs. Emily Johnson as half-time Instructor, at an annual salary rate of $1,400, 9-months basis, yearly tenure, effective October 1, 1946.

Additions to Art and Arch.
wage budget
Addition of $900 to wage budget to employ a half-time technical assistant.

Addition of $300 to wage budget to employ a part-time laboratory assistant.

Requires ........................................... $2,563.13

G. Morton
Salary adjustment for Gordon E. Morton, Instructor in Economics, from $2,400 to $2,700, effective September 16, 1946. Requires ........................................... 300.00

Adjustments as follows in Chemical and Metallurgical Engineering and Chemistry Budgets:

G. Putnam
Appointment of Dr. Garth Louis Putnam as Associate Professor of Chemical and Metallurgical Engineering, at an annual salary rate of $3,500, 10-months basis, yearly tenure, effective November 1, 1946.

J. Schulein
Promotion of Joseph Schulein, Assistant Professor in the Department of Chemical and Metallurgical Engineering, to Associate Professor, with an increase in time from 95 per cent to full-time to be distributed 87 per cent to Chemical and Metallurgical Engineering and 13 per cent time to Chemistry, effective September 16, 1946. No change in salary rate.

Requires $3,148.75 in Chemical and Metallurgical Engineering and $23.40 in Chemistry. .......................... 3,172.15

Adjustments as follows in the English Department, effective September 16, 1946:

C. Combellack
Appointment of Mrs. Clara Rose Combellack as Instructor, at an annual salary rate of $2,700, 10-months basis, yearly tenure.

C. J. Walton
Appointment of Mrs. Carolyn Jane Walton as Instructor, at an annual salary rate of $2,000, 10-months basis, yearly tenure.
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E. Caulfield
Appointment of Edward Caulfield as Instructor, at an annual salary rate of $2,200, 10-months basis, yearly tenure.

G. Ellison
Appointment of Mrs. Gertrude Ellison as half-time Instructor, at an annual salary rate of $1,150, 10-months basis, yearly tenure.

F. Engesser
Appointment of Mrs. Florence Engesser, as half-time Instructor, at an annual salary rate of $1,000, 10-months basis, yearly tenure.

J. Nichols
Appointment of Mrs. Jeanette Nichols as Instructor for 25 per cent time, at an annual salary rate of $500, 10-months basis, yearly tenure.

Requires ........................................... $9,550.00

Adjustments as follows in the Mathematics Department, effective September 16, 1946:

J. Kahn
Appointment of Joel Frederick Kahn as Graduate Assistant, at an annual salary rate of $780, 10-months basis, yearly tenure.

M. B. Smith
Appointment of Newton Birrell Smith as Graduate Assistant, at an annual salary rate of $780, 10-months basis, yearly tenure.

M. J. Myers
Appointment of Melbourne James Myers as Graduate Assistant, at an annual salary rate of $780, 10-months basis, yearly tenure.

E. Thurman
Reappointment of Mrs. Evelyn Thurman as Acting Instructor, at an annual salary rate of $2,400, 10-months basis, yearly tenure.

H. Schroeder
Appointment of Mrs. Hazel Schroeder as Acting Instructor, at an annual salary rate of $2,400, 10-months basis, yearly tenure.

D. Carman
Appointment of Donald Carman as Acting Instructor, at an annual salary rate of $2,400, 10-months basis, yearly tenure.

R. Wise
Appointment of Robert James Wise as Acting Instructor, at an annual salary rate of $2,400, 10-months basis, yearly tenure.

W. Tallman
Appointment of W. D. Tallman as Acting Professor, at an annual salary rate of $4,000, 10-months basis, yearly tenure.

$5,600 available in the budget from two unfilled Instructorships. Requires .................. 10,340.00

Adjustments as follows in the Physics Department:

S. Forbes
Appointment of S. G. Forbes as half-time Instructor, at a salary rate of $150 per month, effective
October 1, 1946. Mr. Forbes will be employed on the Navy research project and reimbursement will be received on his entire salary.

J. J. Brady

Transfer of 50 per cent time of J. J. Brady, Professor of Physics, from instruction to the Navy Research Project. $2,400 of Dr. Brady’s salary will be reimbursed by the research project. Salary savings of $2,000 to be retained in the budget to employ additional assistance.

R. Prather

Appointment of Robert V. Prather as Instructor for 80 per cent time, at an annual salary rate of $1,500, 10-months basis, yearly tenure.

C. Byers

Transfer of Cleo C. Byers from graduate Assistant to Instructor for 75 per cent time, at an annual salary rate of $2,000, 10-months basis, yearly tenure.

Mrs. H. Vinyard

Appointment of Mrs. H. R. Vinyard as Instructor for the fall term, at a rate of $900 for the term.

Addn. to Physics wage budget

Addition of $120 to the wage budget to employ student assistance.

$1,200 is available in the budget from an unfilled position in photography. Requires $540.00

$200 is available in the budget from an unfilled position in photography. Requires $540.00

Addn. to Dairy Prod. Lab. bud.

Addition to the Dairy Products Laboratory budget to supplement the wages now paid for two apprenticeships in dairy manufacturing in order to have these apprenticeships qualify under the Veterans Administration program for on-the-job training for veterans. Requires $350.00

Total for State College from unappropriated fund $38,955.28

Medical School

Elevator Replacement

The freight elevator in the main wing of the Medical Science Building is damaged beyond repair. As this elevator is used primarily to transport feed and supplies to the animal quarters on the fourth floor, there is urgent need for its replacement. Requires $6,000.00

Total for Medical School from unappropriated fund $6,000.00

Oregon College of Education

M. Barrows

Appointment of Mrs. Marjorie Barrows as Instructor in English, for the fall term, for 67 per cent time, at a rate of $450 for the term. Requires $450.00

K. Arbuthnot

Increase in time for Miss Katharine Arbuthnot, Assistant Professor of Social Science, from 60 per cent to full time for the fall and winter terms, at an annual salary rate of $3,400, effective October 1, 1946. Requires $680.00
Total for Oregon College of Education from unappropriated fund $1,135.00

Southern Oregon College of Education

Addn to Sec. Sc. wage bud. Addition to wages in the Secretarial Science budget to employ additional instructional help ................ $1,135.00

Estab. of Instruct. Establishment of a position of Instructor in Mathematics, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective January 1, 1946 .................. 2,000.00

Estab. of Bus. Manager, position Establishment of the position of Business Manager, at an annual salary rate of $3,000, 12-months basis, yearly tenure, effective November 1, 1946. $1,315 of the annual salary is to be provided from FPFA project funds and the remainder from the Board's unappropriated fund. Requires .................... 1,123.36

Total for Southern Oregon College of Education from unappropriated fund ........ $4,258.36.

Grand total from 1946-47 unappropriated fund. ........ $50,343.64

FUNDS FOR 1947 SUMMER SESSIONS The Board approved $2,500 for the general administration and promotion of the 1947 summer sessions. The amount is the same as provided for the 1946 summer sessions and will become a part of the 1947-48 operating budget. The operating budget plan for the 1947 summer sessions will be presented to the Board at the December meeting.

DISTRIBUTION OF FEE FOR BOOK HANDLING AT OSC It is estimated that the 10 per cent fee received from the federal government for handling veterans' books and supplies at the State College will total approximately $15,000 for the present fiscal year. The Board authorized the State College to budget these funds as follows to cover the cost of book handling and other administrative costs in connection with the handling of veterans' affairs:

- OSC Cooperative association, 4 1/2 per cent $6,750.00
- Business Office, wages 4,000.00
- Registrar's Office, wages 4,000.00
- Reserve 250.00

$15,000.00

OSC GUIDANCE CENTER BUDGET The Board approved the following budget for the State College Veterans Guidance Center, for the period July 1, 1946 to June 30, 1947, the funds to come from fees collected for testing service rendered to the Veterans Administration:

Estimated Income

1,500 advisees at $18.50 each $27,750
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Estimated Expenditures

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<th>Item</th>
<th>Amount</th>
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</thead>
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<tr>
<td>Wages</td>
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<tr>
<td>Materials and expense</td>
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<td>Travel</td>
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<td>Reserve</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$27,750</strong></td>
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PURCHASE OF DENTAL EQUIPMENT

Through the War Assets Administration the University of Oregon Dental School has purchased and received dental chairs, cabinets, etc. to equip forty-six units in the Operative Dental Clinic. To cover this expenditure, the Board approved the transfer of $7,314 from the Dental School Equipment Reserve to the Operative Dental Clinic budget.

DISTRIBUTION OF FEE FOR BOOK HANDLING AT U OF O

At the September meeting, the Board approved the distribution of $12,000 of estimated income from the Veterans Administration for handling veterans books and supplies at the University for the present fiscal year. It now appears that the total income from this source will aggregate approximately $16,000 and the Board approved the budgeting of the additional $6,000 as follows:

<table>
<thead>
<tr>
<th>Box Store/Office</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Oregon Co-op Book Store</td>
<td>$1,500</td>
</tr>
<tr>
<td>University Business Office</td>
<td>1,800</td>
</tr>
<tr>
<td>University Registrar's Office</td>
<td>1,200</td>
</tr>
<tr>
<td>University Dean of Men's Office</td>
<td>1,200</td>
</tr>
<tr>
<td>Reserve for later distribution</td>
<td>300</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$6,000</strong></td>
</tr>
</tbody>
</table>

ADDITIONAL FUNDS FOR ROOF REPAIRS TO MED. SC. BLDG. AND FOR NURSING ARTS CLASSROOM

At the May meeting the Board approved the appropriation of $2,000 for roof repairs to the Medical Science Building and $2,500 for remodelling to provide a nursing arts classroom at the Medical School. In view of sharp increases in construction costs the past several months, the estimates of cost on these projects are low. A bid of $2,436 was received on the roof repair job and $3,696 on the nursing arts classroom. Because of the urgent need for completion of these projects, the Board approved an appropriation of $1,632 from the Board's Special Reserve for Physical Plant Remodelling to cover the increased cost.

ADDITION TO WAGE BUD. AT MED. SCH. IN DEPT. OF MED. AND REG. OFF.

In order to provide needed secretarial help in two departments of the Medical School, the Board approved the transfer of $1,705 to the wage budget of the Department of Medicine and $1,500 to the wage budget of the Registrar's Office, funds to be provided from the Institutional Salary Adjustment Reserve.

TRANSFERS TO DEPT. OF BIOLOGY AT UNIVERSITY

Because of the large increase in enrollment in the Department of Biology at the University, the Board approved the transfer of $1,320 from the Reserve for Enrollment Increases to wages in the Biology budget to employ additional laboratory assistants.

ADDITION TO WAGES IN JOURNALISM AT U OF O

In order to provide two part-time staff members to assist with lectures and to provide additional clerical help in the School of Journalism at the University, the Board approved the transfer of $760 from unallocated salary funds to wages in the Journalism budget.
REPAIR OF ELEVATOR IN OUT-PATIENT CLINIC

A recent inspection of the main passenger elevator in the Outpatient Clinic revealed that several essential operating parts are badly worn and in need of immediate replacement. These new parts, including a new controller for the motor, a transfer switch and key operated pilot unit, etc., will cost approximately $1,455. The Board approved the addition of this amount from the Board's Reserve for Physical Plant Rehabilitation.

ADDN TO WAGES IN MED. SCH. INSTRUCT. BUDGET

In order to provide for much needed stenographic assistance in the Photographic and Art Department at the Medical School, the Board approved the transfer of $720 from the Institutional Salary Adjustment Reserve to wages in the Medical School Instruction budget to employ a half-time stenographer in the Photographic Department.

FUNDS TO IMPROVE CORRALS AT DAIRY BARN

The bull corrals at the Dairy Barn at the State College are very badly in need of concrete surfacing because of mud conditions. The Board approved the expenditure of $1,133.25 to cover the cost of this work, the funds to come from the Board's Special Reserve for Building Rehabilitation.

DISTRIBUTION OF FEE FOR BOOK HANDLING AT BOCE

It is estimated that the 10 per cent fee received from the federal government for handling veterans' books and supplies at Eastern Oregon College of Education will total $1,187.50 for the present fiscal year. The Board authorized Eastern Oregon College of Education to budget these funds as follows to cover the cost of book handling and other administrative costs in connection with the handling of veterans' affairs:

- College Bookstore: $250.00
- Business Office: $675.00
- Reserve for future distribution: $162.50
- Total: $1,187.50

ADDN TO SCH OF ED BUDGET TO COVER TEACH. TRNG. WORK. AT OSC

The Board approved the addition of $1,500 to the School of Education budget at the State College to cover teacher training work in agriculture, home economics, and trades and industries, for the academic year 1946-47 as follows:

- Agricultural Education: Travel $700
- Home Economics Education: Wages $400
- Trades and Industries: Wages $100

Funds for these budget additions will be offset by reimbursements from the State Department of Vocational Education.

EXERCISING OPTION ON LAND FOR ATHLETIC FIELD

An option has been secured on approximately an acre of ground with a house on it in the area which is being purchased as a site for the new athletic field at Oregon State College. The option price is $4,000 and funds are available to cover the purchase in the unpledged Building Fee account of the institution. The Board approved exercising the option and purchase of the property.
The Board approved the following personnel adjustments at the University. The necessary funds are provided within the 1946-47 budget:

E. Junker
Appointment of Mrs. Ella P. Junker as Assistant Professor of Home Economics, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective September 16, 1946. Salary savings of $400 due to employment at a lesser rate than provided in budget, to be transferred to wages.

A. H. Smith
Appointment of Allan Hugh Smith as Assistant Professor of Law, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective September 16, 1946. Salary savings of $200 due to employment at a lesser rate than provided in the budget to be retained in the budget pending further recommendation.

O. M. Willard
Appointment of Dr. Oliver Mecartney Willard as Assistant Professor of English, at an annual salary rate of $3,200, 10-months basis, yearly tenure, effective September 16, 1946. Funds are available in the English budget for this position.

E. B. Jump
Appointment of Dr. Ellis Burnett Jump as Associate Professor of Anatomy and Acting Head of the Department of the Dental School, at an annual salary rate of $5,500, 12-months basis, yearly tenure, effective February 1, 1947. Funds are provided in the budget for this position.

Appointments as follows in the English Department, effective September 16, 1946:

S. R. Berreman
Appointment of Mrs. Sevilla Ricks Berreman as Instructor in English at an annual salary rate of $1,100 for 50 per cent time, 10-months basis, yearly tenure.

R. J. Dull
Appointment of Mrs. Ruth Jeanette Dull as Instructor in English, at an annual salary rate of $1,100 for 50 per cent time, 10-months basis, yearly tenure.

P. C. Igl
Appointment of Mrs. Phyllis Collier Igl as Instructor in English, at an annual salary rate of $550 for 25 per cent time, 10-months basis, yearly tenure.

E. J. Ellis
Appointment of Mrs. Edna J. Ellis as Instructor in English, at an annual salary rate of $2,200, 10-months basis, yearly tenure.

E. N. Jordan
Appointment of Mrs. Ethel Norton Jordan as Instructor in English, at an annual salary rate of $2,200, 10-months basis, yearly tenure.

R. S. Hewitt
Appointment of Ray S. Hewitt as Instructor in English, at an annual salary rate of $550 for 25 per cent time, 10-months basis, yearly tenure.

L. Chapin
Appointment of Miss Lunella Chapin as Instructor in English, at an annual salary rate of $550 for 25 per cent time, 10-months basis, yearly tenure.
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Requires $8,250 in 1946-47 to be provided as follows: $125 from an unallocated sum in the English budget and $8,125 from the Reserve for Enrollment Increases.

H. Stobie

Appointment of Harold R. Stobie, as Instructor in English, at an annual salary rate of $2,400, 10-months basis yearly tenure, effective October 4, 1946. Requires $2,251.55 of which $651.55 is available from salary savings from leave of absence without pay for Dorothy Jane Hughes, and $1,600 from the Reserve for Enrollment Increases.

D. J. Hughes

Adjustments as follows in the School of Business Administration and the School of Law:

G. Stimson

Transfer of 33 per cent time of Dr. Claude W. Stimson, Associate Professor of Business Administration, to the Law School, and the designation as Associate Professor of Business Administration and Law, at an annual salary rate of $3,750, 10-months basis, effective September 16, 1946. Requires $1,250 in 1946-47 in the Law School to be provided from $2,533.33 salary savings from Lawrence Hartwig's resignation.

A. Peiterson

Appointment of Arno L. Peiterson as Instructor in Business Administration, at an annual salary rate of $2,600, 10-months basis, yearly tenure, effective September 16, 1946. Requires $2,600 to be provided: $1,250 from savings due to Dr. Stimson's transfer and $1,350 from the Reserve for Enrollment Increases.

G. Schade

Transfer of George Dewey Schade from Graduate Assistant to Instructor in the Department of Romance Languages, at an annual salary rate of $2,300, 10-months basis, yearly tenure, effective September 16, 1946. This is a new position and requires $2,300 in 1946-47 to be transferred from the Reserve for Enrollment Increases. Funds budgeted for the graduate assistantship to be retained in the budget pending appointment of a successor.

Adjustments as follows in the Mathematics Department:

O. Freeman

Increase in time for Mrs. Olga A. Freeman, Instructor in Mathematics from 90 per cent to full-time, and a corresponding increase in salary from $2,250 to $2,500, effective September 16, 1946. Requires $250 in 1946-47 to be provided from the Reserve for Enrollment Increases.

Trans. to wages in math.

Transfer of $3,660 from the Reserve for Enrollment Increases to wages to employ senior student assistants to conduct elementary courses in mathematics and some additional reader assistance.

Trans. to mat. and exp. in

Transfer of $100 to material and expense and $30 to equipment from the Reserve for Enrollment Increases to purchase additional supplies and to provide tables and desks for the student assistants.

G. Wright

Extension of leave without pay for Gordon Wright, Associate Professor of History, through the fall term, to allow him to continue working for the State Department in Paris. Salary savings of $1,333.33 to be retained in the budget pending appointment of substitute assistance.
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B. Stampley
Resignation of Burdette C. Stampley, Assistant Professor of Speech and Drama, effective September 15, 1946; and the appointment of Lyle Siwerson as Instructor in Speech and Drama, at an annual salary rate of $2,800, 10-months basis, yearly tenure, effective September 16, 1946. Salary savings of $500 to be retained in the budget pending later allocations.

R. Briggs
Resignation of Ralph Briggs, Assistant Professor of Piano, effective June 30, 1946, to accept a position at West Virginia University; and the appointment of Francis W. Bittner as Assistant Professor of Piano, at an annual salary rate of $3,150, 10-months basis, yearly tenure, effective September 16, 1946. No change in budget.

F. Bittner

Capt. E. E. Stickels
Assignment of Captain Elbert Emerson Stickels to the Department of Military Science as Assistant Professor of Military Science and Tacticer, effective October 7, 1946, his entire salary to be paid from federal funds.

The Board approved the following personnel adjustments at the State College. The necessary funds are provided within the 1946-47 budget:

C. R. Ross
Appointment of Charles R. Ross as Extension Specialist in Farm Forestry, at an annual salary rate of $3,804, rank of Assistant Professor, 12-months basis, indefinite tenure, effective November 1, 1946. $1,282.48 of Mr. Ross’ salary is to be paid by the federal government. Requires $1,253.52 in 1946-47 to be transferred from the Director’s Reserve.

P. Rozendale
Appointment of Dr. P. H. Rozendale as Assistant Physician at the Student Health Service, at an annual salary rate of $3,333.33 for two-thirds time, rank of Assistant Professor, 9-months basis, yearly tenure, effective October 1, 1946. $4,500 was provided in the budget for this position. Salary savings of $1,166.67 to be transferred to the wage budget.

H. Hillemann
Appointment of Dr. Howard H. Hillemann as Assistant Professor of Zoology, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective September 16, 1946. Requires $3,500 in 1946-47 to be provided as follows: $950 from an unfilled graduate assistantship and $2,650 from the Institutional Salary Adjustment Reserve.

E. J. Freeman
Appointment of Dr. Edith J. Freeman as Home Demonstration Agent-at-Large, at an annual salary rate of $3,408, 12-months basis, yearly tenure, effective October 1, 1946. Requires $2,556 in 1946-47 to be transferred from the Director’s Reserve.

G. Rawlings
Appointment of Cecil O. Rawlings as Extension Horticulturist, at an annual salary rate of $4,300, rank of Associate Professor, 12-months basis, indefinite tenure, effective December 1, 1946. Funds are provided in the budget for this position.
K. Semsen  
Appointment of Mrs. Kathleen Semsen as Secretary in the Department of Animal Husbandry, at an annual salary rate of $1,800, 12-months basis, monthly tenure, effective September 1, 1946. Funds are available in the Agriculture Experiment Station budget for this position.

F. E. Boyer  
Appointment of Frederick Eshelman Boyer as Benton County Club Agent, at an annual salary rate of $2,808, rank of Instructor, 12-months basis, yearly tenure, effective October 1, 1946. Requires $2,106 in 1946-47 to be transferred from the Director's Reserve.

C. Paasche  
Appointment of Olaf G. Paasche as Assistant Professor of Mechanical Engineering, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective September 16, 1946. Requires $3,000 in 1946-47 to be transferred from the Institutional Salary Adjustment Reserve.

D. Hadjimarkos  
Appointment of Dr. Demetrios Hadjimarkos as Research Associate Professor in the School of Home Economics, at an annual salary rate of $4,500, 9-months basis, yearly tenure, effective October 1, 1946. $4,000 is provided in the budget for this position. Requires $500 in 1946-47 to be provided from the special appropriation for nutritional research.

W. J. Whitsell  
Appointment of Wilbur John Whitsell as Instructor of Civil Engineering at an annual salary rate of $2,700, 10-months basis, yearly tenure, effective September 16, 1946. $2,400 is provided in the budget for this position. Requires $300 in 1946-47 to be transferred from the Institutional Salary Adjustment Reserve.

R. Henderson  
Promotion in rank for Robert W. Henderson, from Assistant to Associate Professor in the Experiment Station Department of Farm Crops, and an adjustment in salary from $3,500 to $3,900, 12-months basis, yearly tenure, effective September 1, 1946. The entire $400 increase is to be paid by the U. S. Department of Agriculture.

L. J. Allen  
Promotion of L. J. Allen; from Assistant State Club Leader to Acting State Club Leader, with an increase in salary from $4,800 to $5,004, rank of Professor, 12-months basis, indefinite tenure, effective October 1, 1946. Requires $153 in 1946-47 to be transferred from the Director's Reserve.

Salary adjustments as follows in the School of Forestry:

W. McCulloch  
W. F. McCulloch, Professor, from $4,800 to $5,600, effective October 1, 1946.

R. DeMoisy  
Ralph G. DeMoisy, Instructor, from $2,500 to $2,750, effective September 16, 1946.

W. I. West  
William I. West, Instructor, from $3,000 to $3,300, effective October 1, 1946.

Requires $1,075 in 1946-47 to be transferred from the Institutional Salary Adjustment Reserve.
Salary adjustments as follows in the School of Education, effective September 16, 1946:

- R. Clinton (Dr. R. J. Clinton, Professor, from $3,820 to $4,000).
- H. Gibson (H. H. Gibson, Professor, from $4,020 to $4,200).
- M. Workinger (Miss May Workinger, Assistant Professor, from $2,820 to $3,000).

Requires $540 in 1946-47 to be transferred from the Institutional Salary Adjustment Reserve.

Salary adjustments as follows in the Department of Mathematics, effective September 16, 1946:

- F. Hammer (Dr. Preston C. Hammer, Associate Professor, from $3,700 to $4,000).
- W. Kirkham (Dr. W. J. Kirkham, Associate Professor, from $3,800 to $4,000).
- I. Hostetter (Dr. I. M. Hostetter, Associate Professor, from $3,800 to $4,000).

Requires $700 in 1946-47 to be transferred from the Institutional Salary Adjustment Reserve.

Adjustments as follows in the Federal Cooperative Extension:

- H. Seymour (Transfer of two-thirds time of H. C. Seymour, State Club Leader, to the Office of Extension Work, U. S. Department of Agriculture, at an annual salary rate of $6,000, rank of Professor, indefinite tenure, effective October 1, 1946).

- E. Hout (Transfer of two-thirds time of Miss Emily Hout, Secretary in the 4-H Club Office of Extension Work, U. S. Department of Agriculture, at an annual salary rate of $2,160, 12-months basis, effective October 1, 1946).

Salary savings of $3,522 in 1946-47 to be transferred to the Director's Reserve.

Adjustments as follows in the History Department:

- W. S. Morris (Resignation of Dr. Wentworth S. Morris, Assistant Professor of History, effective September 15, 1946).

- N. Berkeley (Appointment of Norborne Berkeley as Instructor in History, at an annual salary rate of $2,700, 10-months basis, yearly tenure, effective September 16, 1946).

- R. W. Smith (Salary adjustment for Dr. Robert Wayne Smith, Assistant Professor of History, from $3,000 to $3,300, effective September 16, 1946).

Requires $100 in 1946-47 to be transferred from the Institutional Salary Adjustment Reserve.
Transfer of W. Wray Lawrence, County Agent in Wasco County, to County Agent-at-Large, at an annual salary rate of $3,774, 12-months basis, indefinite tenure, effective October 1, 1946. Requires a transfer of $2,830.50 from the Wasco County Agent Budget to the budget of County Agent-at-Large.

H. Sinnard
Transfer of 33 per cent time and salary of H. R. Sinnard, Associate Professor in Physical Plant Administration and Stores, to Art and Architecture, effective July 1, 1946. Requires a transfer of $1,652 from Physical Plant Administration and Stores to Art and Architecture.

L. A. Lutz
Resignation of Miss Lois A. Lutz, Extension Specialist in Home Management, effective September 30, 1946, to be married. Salary savings of $2,632.50 to be transferred to the Director's Reserve.

B. M. Smith
Resignation of Britt M. Smith, Assistant Professor of Aeronautical Engineering, effective June 30, 1946; and the transfer of Charles O. Bailey, Instructor in General Engineering, to Instructor in Aeronautical Engineering, with an increase in salary from $2,400 to $2,700, effective September 16, 1946. Salary savings of $2,400 in General Engineering to be retained in the budget pending appointment of a successor. Salary savings of $500 in Aeronautical Engineering, due to replacement at lesser rate, to revert to the Board's unappropriated fund.

M. C. Monroe
Resignation of Melvin C. Monroe, Assistant County Agent of Umatilla County, effective August 31, 1946, to accept a position in the regular Army. Salary savings of $2,550 in Umatilla County Agent budget to be transferred to the Director's Reserve.

L. C. Barron
Resignation of Lloyd C. Barron, Assistant County Agent of Josephine County, effective September 30, 1946, to accept a position with the Northwest Nut Growers Association at Dundee. Salary savings of $2,250 in the Jackson County Agent Budget to be transferred to the Director's Reserve.

B. A. Newell
Resignation of Ben A. Newell, Assistant County Agent of Marion County, effective September 30, to accept a position with the Prudential Life Insurance Company. Salary savings of $2,556 in the Marion County Agent Budget to be transferred to the Director's Reserve.

L. Tressman
Resignation of Miss Luella Tressman, Instructor in English, effective June 30, 1946; and the appointment of Miss Ethel L. Reddick as Instructor in English, at an annual salary rate of $2,700, 10-months basis, yearly tenure, effective September 16, 1946. Requires $430 in 1946-47, due to increase in rate, to be transferred from the Institutional Salary Adjustment Reserve.

E. Reddick
Resignation of Dr. Paul L. Kleinsorge, Associate Professor of Economics, for the academic year 1946-47; and the appointment of Sidney Rubin as Associate Professor of Economics for one year, at an annual salary rate of $3,600, 10-months basis, effective September 16, 1946. No change in budget.
The Board approved the following personnel adjustments at the Medical School. The necessary funds are provided within the 1946-47 budget:

**F. B. Queen**
Appointment of Dr. Frank B. Queen as Professor of Pathology, at an annual salary rate of $12,000, 12-months basis, yearly tenure, effective September 1, 1946. $4,000 of Dr. Queen’s annual salary is to be paid from the Medical School Instruction budget and $8,000 from the Cancer Control Research Program budget. Salary savings of $666.67, due to delay in appointment, to revert to the Institutional Salary Adjustment Reserve. Funds were originally transferred from this source to the Medical School Instruction budget to establish this position.

**H. J. Noyes**
Appointment of Dr. Harold J. Noyes as Clinical Professor of Dental and Oral Medicine, effective September 11, 1946. Dr. Noyes' salary is paid by the University of Oregon Dental School.

**J. E. Harris**
Appointment of John E. Harris as Research Associate in the Departments of Biochemistry and Ophthalmology, at a salary rate of $110 per month, 12-months basis, yearly tenure, effective October 1, 1946. Requires $990 in 1946-47 to be provided as follows: $540 to be transferred from the Institutional Salary Adjustment Reserve to the Medical School Instruction Account, $225 to be transferred from wages to salary in the Kellogg Veterans Account, and $225 to be transferred from wages to salary in the Markle-Swan Ophthalmology Research Fund.

**D. Robie**
Salary adjustment for Miss Doris Robie, Physiotherapist in the Outpatient Clinic, from $2,700 to $3,000, effective September 1, 1946. Requires $250 in 1946-47 to be transferred from the Institutional Salary Adjustment Reserve.

Adjustments as follows in the Department of Surgery:

**W. Zeller**
Increase in time for Dr. Werner Zeller, Clinical Associate, from 25 to 33 per cent time, and a corresponding increase in salary from $1,594.50 to $2,000, effective September 1, 1946.

**J. Hershey**
Increase in time for Dr. John Hershey, Associate Professor, from 25 to 30 per cent time, and a corresponding increase in salary from $1,500 to $1,800, effective September 1, 1946.

**M. Mc Kirdie**
Reduction in time service from 12 to 4 months for Dr. Matthew McKirdie, Clinical Associate, and a corresponding reduction in salary from $1,594.40 to $600, effective September 1, 1946.

**R. H. Swinney**
Reduction in time service from 12 to 4 months for Dr. Robert H. Swinney, Instructor, and a corresponding reduction in salary from $1,594.50 to $600, effective September 1, 1946.

**J. M. Roberts**
Reduction in time service from 12 to 4 months for Dr. Joseph M. Roberts, Clinical Associate, and a corresponding reduction in salary from $1,594.50 to $600, effective September 1, 1946.
Change from a volunteer to a paid basis for the following faculty members for a 4-month period, at a salary of $600 for the period:

R. Johnsurd, Clinical Instructor, effective September 1
A. Boyden, Clinical Associate, effective September 1
L. Chauncey, Clinical Associate, effective May 1
J. Trommald, Clinical Instructor, effective May 1
M. Nichols, Clinical Instructor, effective January 1
W. Kelsey, Clinical Associate, effective May 1
F. Packard, Clinical Instructor, effective May 1
J. Guiss, Clinical Associate, effective January 1

To accomplish the above adjustments, the following budget transfers are necessary:

(1) Transfer of $2,947.33 from the Institutional Salary Adjustment Reserve to the Medical School Instruction Account.

(2) Transfer of $555.37 from salary to wages in the Doernbecher Special Appropriation Account.

(3) Transfer of $390.83 from salary to wages in the Kellogg Veteran Account.

Adjustments as follows in the Department of Medicine:

M. Riddle
Reduction from 75 to 60 per cent time for Dr. Matthew C. Riddle, Associate Professor of Medicine, and a corresponding reduction in salary from $4,770 to $3,500, effective July 1.

R. Keane
Change from a paid to a volunteer basis for Dr. Roger Keane, Clinical Associate, effective September 1, 1946.

S. Graham
Resignation of Dr. Sarah M. Graham, Instructor, effective October 1, 1946.

R. Dow
Change from a volunteer to a paid basis for Dr. Robert Dow, Assistant Clinical Professor of Neurology, at an annual salary rate of $3,000 for 50 per cent time, effective October 1, 1946.

J. McGovern
Change from a volunteer to a paid basis for Dr. John D. McGovern, at an annual salary rate of $1,500 for 25 per cent time, effective October 1, 1946.

Salary savings of $90,886 in Medical School Instruction to revert to the Board's unappropriated fund. Salary savings of $1,054.12 in Knapp Bequest Research account, due to Dr. Graham's resignation to be transferred to wages.

A. Chance
Promotion in rank for Dr. Arthur W. Chance from Associate Clinical Professor to Professor of Dental and Oral Medicine, effective September 16, 1946. Dr. Chance is on a volunteer basis.
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October 22, 1946

R. A. Fenton

Resignation of Dr. Ralph A. Fenton as Professor and Head of the Department of Otolaryngology, with the title of Professor Emeritus, effective October 1, 1946; and the appointment of Dr. Gay L. Boyden as Acting Head of the Department of Otolaryngology, rank of Clinical Professor, effective October 1, 1946. Both Dr. Fenton and Dr. Boyden are on volunteer status.

On motion by Mr. Watzek and second by Mr. Smith, the Board unanimously adopted the following resolution regarding the retirement of Dr. Ralph A. Fenton, Professor and Head of the Department of Otolaryngology:

WHEREAS Dr. Ralph A. Fenton, for 37 years a member of the faculty of the University of Oregon Medical School, resigned from active duty on October 1, 1946, and

WHEREAS his pioneer work in the Department of Otology, Rhinology and Laryngology, of which he was head for 16 years, made this department one of the most distinguished of its kind in the country, and

WHEREAS throughout his years of service to the Medical School he has been a leader in research and in service to the medical men of the Pacific Northwest, and

WHEREAS for years as a member of the Executive Faculty of the Medical School his experience and wisdom were invaluable and contributed much to the development of the Medical School, and

WHEREAS Dr. Fenton's national associations as trustee of the American Medical Association and as a leader in the American Academy of Ophthalmology and Otolaryngology and other medical organizations contributed much to the national reputation of the institution,

NOW, THEREFORE, BE IT RESOLVED that the Oregon State Board of Higher Education does express hereby, on behalf of the State of Oregon, its appreciation, and that of the many who have been benefited by the distinguished service of Dr. Fenton, and

BE IT FURTHER RESOLVED that the Board extends to him its sincere wishes and continued usefulness amid the personal satisfactions and richly deserved recognitions that will accrue from his years of leadership and devotion to his educational and professional career.

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

The Board approved the following personnel adjustments at Oregon College of Education. The necessary funds are provided within the 1946-47 budget:

M. Dixon

Appointment of Miss Minnie E. Dixon as Instructor in Education and Supervising Teacher in the Monmouth Training School, at an annual salary rate of $2,400, 9-months basis, yearly tenure, effective September 16, 1946. $1,450 of Miss Dixon's salary will be paid by
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the Monmouth School District, $825 was provided in the budget for Oregon College of Education's portion of the salary. Requires $125 in 1946-47 to be provided from the Institutional Salary Adjustment Reserve.

F. Hutchinson

Leave of absence without pay for Mrs. Florence White Hutchinson, Associate Professor of Music, for the period October 1, 1946 to June 30, 1947; and the appointment of Miss Louise Woodruff as Assistant Professor of Music during the period of Mrs. Hutchinson's absence, at an annual salary rate of $2,475, 9-months basis. Salary savings of $225 to revert to the Board's unappropriated fund.

The Board approved the following personnel adjustments at Eastern Oregon College of Education. The necessary funds are provided within the 1946-47 budget:

B. Fuller

Appointment of Miss Beatrice Fuller as Assistant Professor of English and Literature, at an annual salary rate of $2,700, 12-months basis, yearly tenure, effective September 16, 1946. Funds are available in the General Instruction budget.

C. Segerman

Appointment of Miss Celia Segerman as Assistant Professor of Women's Physical Education and Health, at an annual salary rate of $3,300, 12-months basis, yearly tenure, effective September 16, 1946. Salary savings of $2750 in the Training School to be transferred to General Instruction to apply on other adjustments and $110 salary savings in the General Instruction budget to be retained to apply on other adjustments.

A. Hawk

Appointment of Alvin S. Hawk as Instructor in Mathematics and Radio, at an annual salary rate of $3,000, 9½-months basis, yearly tenure, effective September 16, 1946. $2,550 was provided in the budget for this position. The $450 required in 1946-47 is available from two positions in the budget in which there is a delay in appointment.

L. F. Sterne

Resignation of Dr. Lucas F. Sterne, Associate Professor of Secretarial Science, effective June 30, 1946; and the appointment of Dr. Leonard F. Good as Associate Professor of Secretarial Science, at an annual salary rate of $3,700, 12-months basis, yearly tenure, effective September 16, 1946. Of the salary savings of $370.82, due to delay in appointment, $240.84 is to be transferred to General Instruction and $129.98 is to revert to the Board's unappropriated fund.

L. F. Good

Resignation of A. V. Logan, Assistant Professor of Physical Science, effective June 30, 1946; and the appointment of Virgil A. Bolen as Associate Professor of Chemistry, at an annual salary rate of $3,300, 9½-months basis, yearly tenure, effective September 16, 1946. The amount of $200 required in 1946-47, due to increased rate, is available in the budget.

A. Zabel

Leave of absence without pay for Miss Amanda Zabel, Associate Professor of English and Literature, for the period September 16 to November 15, 1946, in order to complete her doctorate at Stanford. Salary savings of $615.66 to be retained in the budget to cover other adjustments.
The Board approved the following personnel adjustment at Southern Oregon College of Education. The necessary funds are provided within the 1946-47 budget:

**B. Monroe**
Salary adjustment for Robert Duan Monroe, Library Assistant, from $1,500 to $1,900, 9-months basis, effective September 16, 1946. Requires $400 in 1946-47 to be transferred from the wage budget of the Library.

The Board approved the following personnel adjustments in the General Extension Division. The necessary funds are provided within the 1946-47 budget:

**J. Arnold**
Appointment of J. Edwin Arnold as News Editor and Announcer, Radio Station KOAC, at an annual salary rate of $2,400, rank of Instructor, 12-months basis, yearly tenure, effective September 6, 1946. Requires $1,966.50 in 1946-47 to be transferred from the wage budget.

**J. Holland**
Appointment of Joseph V. Holland as Athletic Director and Men's Adviser of the Vanport Extension Center, at an annual salary rate of $3,000, rank of Instructor, 10-months basis, yearly tenure, effective September 1, 1946. Funds for this position are available in the Vanport budget.

**P. Putnam**
Salary adjustment for Phil H. Putnam, Assistant Director of the Vanport Extension Center, from $3,600 to $4,185, 10-months basis, effective September 1, 1946. Requires $585 in 1946-47 to be transferred from wages to salaries in the Vanport budget.

**BID OPENING**
Bids on the Southern Oregon College of Education dormitory were scheduled to be opened at 9:00 A.M., October 22. Dr. Byrne reported that no bids were received on the general and plumbing and heating contracts and only one bid on the electrical contract. The Board directed that the bidder be contacted and be given the opportunity to withdraw his bid. Upon recommendation of the Building Committee, the Board voted to readvertise for bids on the dormitory, to be opened at the January meeting.

**ADJOURNMENT**
The Board adjourned at 11:00 A.M.

_Signed:_

WILLARD L. PARKS, President

CHARLES D. BYRNE, Secretary