STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
October 28, 1947
10:05 A. M.

MEETING #168
A regular meeting of the State Board of Higher Education was held at the Benson Hotel, Portland, Oregon, on October 28, 1947.

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:

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<tr>
<th>Henry F. Cabell</th>
<th>Phil Metschan</th>
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<tr>
<td>George F. Chambers</td>
<td>Herman Oliver</td>
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<tr>
<td>R. E. Kleinsorge</td>
<td>Edgar W. Smith</td>
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<tr>
<td>Cheryl S. MacNaughton</td>
<td>Willard L. Marks</td>
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Absent: Leif S. Finseth

There were also present: Chancellor Paul C. Packer; Dr. Charles D. Byrne, Secretary of the Board; President Harry K. Nowburn of the University of Oregon; President A. L. Strand of Oregon State College; President Henry Cunn of Oregon College of Education; President Roben J. Maaske of Eastern Oregon College of Education; Dean J. F. Cramer of the General Extension Division; Dr. Charles N. Holman, representing the University of Oregon Medical School.

RE ABSENCE OF FINSETH
Mr. Marks reported that Mr. Finseth would be unable to attend this meeting of the Board because of the press of business.

MINUTES APPROVED
The Board voted to dispense with the reading of the minutes of the last meeting held September 9, 1947, and approved the minutes of this meeting as they appeared in the docket.

ADDITION TO HEATING PLANT AT OSC
Dr. R. E. Kleinsorge, Chairman of the Building Committee, presented the following report:

"President Strand reported that a long planned addition to the heating plant must be completed by about July 1, 1948 if the new structures, both temporary and permanent, are to be supplied adequately with heat. When the present plant was constructed in 1923, detailed drawings were prepared by the State College architect at that time for a proposed addition which would accommodate three additional boilers. Dr. Strand explained that the minimum requirement at this time is completion of the building and the addition of one 500 horsepower boiler, with new pumps and other equipment, with the second boiler to be installed not later than sometime in 1949. Although the plans drawn more than 20 years ago are probably still usable in the main, it is desirable that an architect be engaged to check these plans and specifications, modernising them where necessary and handle the details of obtaining bids and supervising construction. It also seems advisable in this instance to authorize the State Colle to engage a competent heating engineer to design the boiler and equipment installation, apart from the architect's contract."
"The Committee recommends the approval of the old plans as the preliminary plans for this project; the hiring of the firm of Jones and Marsh as architects at a fee of 3 per cent of the cost of the building, with the authorization to proceed with final plans and specifications, and the engagement by the State College of J. Donald Kroeker, Portland heating engineer, to design the boiler and equipment installation at a fee of 4 per cent of the cost of the boiler and equipment and its installation or three times the draughting cost, whichever is the lesser."

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

Dr. Kleinsorge presented the following report on the Oregon State College Pavilion:

"President Strand submitted for the consideration of the Committee the preliminary plans and estimates for the Oregon State College Pavilion a project which has been under consideration since before the war, when a smaller structure was first authorized. The present plan calls for a two-story structure with basement, 263' x 228' in size, and with a seating capacity for basketball games of 10,128. The main auditorium is designed with steel arch trusses, eliminating all interior posts, and with 85 per cent of the seats on either side of the playing floor. Showers, team rooms and other facilities for all major sports will be in the basement, making it unnecessary to duplicate these facilities when the new stadium is built.

"The estimated cost of the structure as now designed, but without special treatment for auditorium use, is $1,500,000, allowing an adequate emergency reserve. President Strand reported this is within the financing possibilities by using the income from the building fee paid by students.

"The Building Committee recognizes that some details remain for further study by the architects. The preliminary plans in general, however, appear to be satisfactory and the building well designed. The Committee, therefore, recommends the approval of these preliminary plans, with authorization for the architects to proceed with detailed plans and specifications for submission to the Board at the earliest possible date in order that these, if found satisfactory, be submitted for bid so the structure may be ready, if at all possible, for the basketball season starting in January 1949. It is also recommended that the proper officials of the Board be authorized to amend the previous architects' contract drawn in 1941 as required to bring it up to date, including the allowance of one-half of one per cent of the construction costs for engineering fees."

The Board approved the preliminary plans on the Oregon State College Pavilion and authorized the architects to proceed with detailed plans and specification for submission to the Board at an early date. The Board also approved amending the previous architects' contract in order to bring it up to date, including the allowance on one-half of one per cent of the construction costs for engineering fees."
Dr. Kleinsorge reported as follows on the condemnation of land needed for the site of the proposed Oregon State College Pavilion:

"Dr. Byrne reported that additional options have been obtained on land needed for the site of the proposed Oregon State College Pavilion and adjacent territory planned for the future intercollegiate athletic plant. All of the land needed to proceed with the Pavilion has been obtained with the exception of three parcels of property, the owners of which have been unwilling to sell at prices considered reasonable and comparable to those paid already for property in the area. Since it is necessary to obtain title to these properties before proceeding with construction, it appears necessary that condemnation proceedings be instituted against these three parcels.

"While the Committee regrets that such condemnation proceedings are necessary, it feels that every consideration has been given the present owners and that no other course remains, out of fairness to the taxpayers and to the others who have already relinquished their property. It is, therefore, recommended that the proper Board officials be authorized to institute condemnation proceedings against Richard M. and Frieda Beyerlein to obtain one house and lot, and a second tract of 1.32 acres; and against L. E. Lutz for a house and lot. This requires adoption of a formal resolution which will now be presented by the Secretary."

The Board voted to approve the above report and the recommendations contained therein.

Thereupon, Dr. Charles D. Byrne, Secretary of the Board, presented the following resolution:

**RESOLUTION**

WHEREAS, under and by virtue of the statutes in such cases made and provided, the State of Oregon, by and through its State Board of Higher Education, is authorized to acquire by purchase, lease, gift, the exercise of the power of eminent domain, or otherwise, the title to real property in the State of Oregon for the purpose of maintaining the higher institutions of learning; and

WHEREAS, the State of Oregon, by and through its State Board of Higher Education, has found that certain real property situated in the City of Corvallis, Benton County, Oregon, adjacent to the properties now owned by Oregon State College, is suitable and desirable for the public purpose of establishing and maintaining thereon public buildings in expanding the need of said Oregon State College; and

WHEREAS, the State of Oregon, by its State Board of Higher Education, finds it necessary that the State of Oregon acquire the title to the hereinafter described real property adjacent to the property now owned by said Oregon State College for such public purpose; and

WHEREAS, the State Board of Higher Education, through its agents, has made every reasonable effort to negotiate with the owners thereof for the acquisition of title to such property, but to this date has
been unable to agree with such owners upon the reasonable market value or price to be paid for such property, or upon the compensation or damages to be paid to the owners thereof for the taking of such property for such public use; now, therefore,

BE IT RESOLVED by the State Board of Higher Education in legal meeting assembled:

1. That the State Board of Higher Education does hereby find and declare that the following described three parcels of property are suitable, proper and necessary to protect the full use and enjoyment by the public of Oregon State College:

Beginning at a point where the center line of the Railroad track of the Corvallis and Eastern Railway intersects the East line of the Donation Land Claim of Charles Johnson, being Claim No. 40, Township 12, S.R. 5W. in Benton County, Oregon, and run thence South 906 chains, thence North 88°38' West 454 chains, thence South 5.775 chains, thence North 88°58' West 100 feet, thence South to a point in the North line of Depot Street (being the South line of the land conveyed by G. F. Rice and wife to Fritz Beck, by deed recorded in Book 54 at page 140 therein, Deed Records of Benton County, Oregon) which last named point is the beginning point for the description of the land hereby conveyed and in the Southwest corner of tract deeded by Fritz Beck and wife to F. J. Beck, and from said beginning point run North 100 feet, thence West 100 feet, thence South to the North line of said Depot Street, and thence North 82°32' East along the North line of said Depot Street to the place of beginning. (Owner, Richard M. and Frieda Beyerlein.)

Beginning at a point 60 feet South and 508.43 feet North 88 degrees 58' West parallel to the center line of the R. R. from the intersection of the center line of the R. R. with the East line of Chas. Johnson Cl. #40, Township 12 S.R. 5W., which intersection is 1809.4 feet North of the Southeast corner of said Cl. and running thence N. 88 degrees 58' West 103.22 feet, thence South parallel with the East line of said Cl. 567.6 feet to the North line of "A" St., thence N. 82 degrees 33' East 104.08 feet along the North line of said St., thence North parallel to said Cl. line 552.26 feet to the place of beginning, containing 1.32 acres, Situated in Benton County, State of Oregon. (Owner, Richard M. Beyerlein and Frieda Beyerlein.)

Beginning on the North boundary line of "A" Street in the city of Corvallis, Benton County, State of Oregon, at the Southwest corner of a tract of land conveyed to F. J. Beck and Emma Beck, husband and wife, by deed recorded at page 287 of volume 76 of Deed Records of Benton County, Oregon, and running thence South 82 degrees 33' West along the North line of "A" Street a distance of 90 feet, thence North 150 feet, thence North 82 degrees 33' East a distance of 90 feet, thence South a distance of 150 feet to the place of beginning. (Owner, L. E. Lutz and Dorothy A. Lutz.)
2. That the State Board of Higher Education does hereby find and declare, as a result of its investigation, that the acquisition of the fee title to said real property, free and clear of all interest of every kind and nature, is necessary to carry out the proposed building program of Oregon State College for its expansion to meet the public need.

3. That George Neuner, Attorney General of the State of Oregon, be and he hereby is requested to commence and prosecute to a final determination such suits or actions as may be necessary and appropriate to acquire the title to the real property hereinabove described.

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

Henry F. Cabell
George F. Chambers
R. E. Kleinsorge
Cheryl S. MacNaughton
Phil Metschan
Herman Oliver
Edgar W. Smith
Willard L. Marks

and the following voting nay: None.

The President thereupon declared said resolution adopted.

Dr. Kleinsorge made the following report on the naming of buildings at Southern Oregon College of Education:

"President Stevenson reported that it is desirable to have definite names given to the principal buildings and areas at Southern Oregon College of Education, not only for the convenience of students, but as a means of building traditions of the institutions. He suggested the following list of names:

Churchill Hall for the present administration building, in honor of the late Dr. J. A. Churchill, the first president of the institution.

Memorial Court for the present gymnasium in recognition of the service of students and alumni in World War II.

Student Union Building for the FWA building No. 1.

Science Hall for FWA Building No. 2.

Veterans Village for the veterans' dormitory and family dwelling units.

Susanne Homes Hall for the new women's dormitory, in honor of the late Susanne Homes Carter who was a graduate of the old Southern Oregon State Normal School with the class of 1896 and who was later county school superintendent of Jackson County.

Pear Bowl for the gridiron area and structures.
Fuller Field for the old athletic field, in honor of Mr. John Fuller who did much to establish the College and obtaining the land already known as Fuller Field.

"As these names appear appropriate and are satisfactory to the local people, the Committee recommends their adoption."

The Board approved the report of the Committee and the naming of the buildings as recommended.

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

"At the last meeting you granted authority to the Building Committee to accept the bids on the animal quarters remodeling project at the Medical School, if the Committee deemed them satisfactory. The bids were opened on September 23, with all members of the Building Committee present. There were four bidders on the general contract and two on the mechanical contract. The two low bids on each contract were very close. The low bidder on the general contract was E. E. Settergren, with a bid of $75,500, and on the mechanical contract A. G. Rushlight, with a bid of $33,744, making the total construction cost $109,244. While this total is approximately $7,000 more than was allowed for construction in the project budget, the Committee felt that the project should go forward and, therefore voted to award the contract to the low bidders. With other costs, such as the architects' and engineering fees, preliminary expense and an emergency reserve of 5 per cent, the total cost of the project will now be $126,000. Of this amount, $25,000 will come from a special appropriation made for this project by the last Legislature and the remainder will come from the Medical School's allotment of the general building fund.

"No action is required on this other than to have it recorded in the official minutes of the Board."

The Board received the report for inclusion in the official minutes.

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

"Members of the Board will recall that when the operating budget for fiscal year 1947-48 was approved last spring, no provision was made for expected increases in the cost of materials and supplies over the cost in the preceding fiscal year, the idea being to provide for these increases after fall term enrollments were known. Chancellor Packer presented a proposed basis for allocating these increases as arrived at by applying the increase in the wholesale price index for commodities other than farm products and food to the 1946-47 expenditure per student, plus 12 per cent of the total 1946-47 expenditures for materials and supplies in the physical plant department. It is, therefore, recommended that the presidents' operating reserves for the several institutions be increased by the following amounts:
University of Oregon  $ 22,700.00
U of O Medical School  9,300.00
Oregon State College  37,900.00
Oregon College of Education  4,800.00
Southern Ore. Col. of Ed.  4,800.00
Eastern Ore. Col. of Ed.  4,800.00

TOTAL  $ 84,900.00

"For the Colleges of Education the amount required for the 12 per cent increase in the cost of supplies is distributed equally among the three institutions."

The Board approved the report of the Committee and the additions to the president's operating reserves at the several institutions as recommended.

Mr. Smith presented the following report on the earmarking of $150,000 in the Board's unappropriated fund for the rehabilitation and remodelling of buildings at the University and State College:

"Chancellor Packer reported that it is desirable that $150,000 of the Board's present estimated unappropriated balance be earmarked for the rehabilitation and remodelling of buildings. He said that many of the older buildings, especially at the State College and University, are badly in need of overhauling and that the amount recommended is entirely inadequate to meet present needs. Therefore, total needs at the two major institutions were not considered in recommending that the $150,000 be divided equally with $75,000 to each. He said these amounts will permit a small beginning on the building repairs and alterations during the period when the schools are in full operation and that additional funds, if available, will be recommended for allocation for the summer months when the major work is ordinarily done.

"The Committee recommends that $150,000 of the present unappropriated fund be earmarked for this purpose divided equally between the University and the State College."

The Board approved earmarking $150,000 of the Board's unappropriated fund to be divided $75,000 each to the University and Oregon State College to be used for rehabilitation and remodelling of buildings.

Mr. Smith made the following report on the purchase of land in Eastern Oregon for the Harney Branch Experiment Station:

"When the Oregon State Experiment Station entered into an agreement with the U. S. Department of the Interior some years ago to conduct cooperative investigations in the rehabilitation of depleted range lands and the management of livestock thereon, the Experiment Station leased a tract of 540 acres of native meadow pasture to be added to its 180 acres of irrigated land and 16,000 acres of range land furnished by the Interior Department. This lease included an option for purchase by the State with one-half of the annual rental cost of $1,200 to be credited
to the purchase price. Since that time improvements and build-
ings valued at $12,600 have been added.

"President Strand reported that the Experiment Station is now
desirous of purchasing this tract for continued use, and an
adjacent 120 acres at the same rate of $40 an acre, to provide
sufficient land to carry out the present research program. As
the Branch Station is prepared to pay $4,840 from a sales fund
on the purchase price, a balance of $18,000 is left of the total
price of $26,440 after subtracting also the $3,600 rent credit.

"As this research program now is on a permanent basis the
Committee recommends the purchase of this land, with $18,000 to
be advanced from the Board's endowment funds at 4 per cent interest
to be repaid in not to exceed nine years at $2,000 or more per year.
It is also recommended that the usual Board officials be authorized
to sign the necessary documents."

The Board approved the report of the Committee and the purchase of the
land under the terms recommended.

EMERGENCY
FEE CHANGES-
FLIGHT TRNG.
FEE AT OSC AND
EOCE, INCIDEN-
TAL FEE AT
U OF O, AND
POST-GRAD.
COURSE FEES
AT DENTAL SCH.

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

"The Inter-institutional Fee Committee submitted recommenda-
tions to the Finance Committee for some emergency fee changes or
additions for which approval is needed prior to the regular annual
consideration of fees in January. These are as follows:

(1) An increase in flight training fees at EOCE effective at
the beginning of fall term 1947-48 from $80 to $112 per
term of which amount $102 would go to the flight
operator and $10 to the institution to cover insurance
and overhead.

(2) An increase in flight training fees at OSC effective
winter term 1947-48 from $80 to $90 of which $80
would go to the flight operator and $10 to the
institution. It was pointed out that a smaller fee
is possible at the State College because of the
larger number of students taking the course.

(3) An increase in the incidental fee at the University of
Oregon of $5 per term for ten regular academic terms
to be effective at the beginning of the winter term
1947-48, with part-time students carrying 6 credit
hours or less to be charged $2.50 per term. President
Newburn explained that this increase is recommended as
a means of raising some $250,000 to be used in equip-
ping and furnishing the proposed Erb Memorial Union
Building. The recommendation to increase the fee was
made only after student leaders had requested that it
be presented to the Board and after a survey of student
opinion indicated a substantial majority favored levy-
ing the additional assessment.
(4) Establishment of post-graduate courses in the Dental School requires the adoption of a fee schedule which will make this work self-supporting. The schedule is as follows:

Five courses in dental specialties each consisting of 70 hours of instruction during a ten-week period (crown, bridging, and in-lay; oral surgery; children's dentistry; dentures; and Peridontia) $95 per course

Course in gold foil - 27 hours instruction during a three-week's period $50

Course in Radiology for dental assistants - 15 hours instruction during a five-week's period $20

Registration fee for each course $1

"It is understood that the above fee schedule for post-graduate courses shall apply to similar courses in other specialties covering comparable periods of instruction. The Committee recommends the approval of these fee changes as submitted."

The Board approved the report of the Committee and the fee changes as recommended.

OFFERING OF POST-Grad. WORK AT DENTAL SCHOOL

Mrs. Cheryl S. MacNaughton, Chairman of the Curriculum Committee, presented the following report:

"President Newburn reported that the Dental School is now ready to offer post-graduate work as contemplated ever since Dean Noyes was obtained to head the school and in response to widespread demand among practicing dentists. This post-graduate study is essentially of a clinical nature designed primarily to furnish a means of continuing the education of graduate dentists during their years of practice.

"Specific proposals, which may be expanded into other specialties as needs arise, are for 10-week courses in Crown and Bridge and Inlay, Oral Surgery, Dentures, Children's Dentistry, and Peridontia; a 3-week short course in Gold Foil, and a 5-week short course in Radiology for dental assistants. These short courses are to be given during the current year.

"The Curriculum Committee recommends the approval of the general policy of offering such post-graduate courses at the Dental School on a self-sustaining basis. It is understood that Dean Noyes may, with the approval of President Newburn, extend these offerings to other specialties under the approved fee schedule, or if new fees are required for additional offerings, upon approval of these fees by the Board."
The Board approved the report of the Committee and the general policy of offering post-graduate courses at the Dental School under the conditions recommended.

Mr. Marks reported that the Board members had received copies of the annual report of the Education Activities Board at the University of Oregon, covering the period July 1, 1946 to June 30, 1947. He stated that the report was merely for informational purposes and it was not necessary for the Board to adopt the report. Mr. Marks complimented Dr. Earl M. Pallett, Chairman of the Educational Activities Board, for the splendid manner in which he is conducting the work of this Board.

The Chancellor reported for official record in the minutes the following action of the Board taken in Executive Session Monday afternoon, October 27:

"The Board of Higher Education in executive session on 27 October 1947 voted to continue as new constituted the organization of the State System School of Education with its present allocation of functions at the University and the State College except that the person in charge of the unit of education at the State College be designated as associate instead of assistant dean.

Chancellor Packer made the following recommendation in regard to graduate programs conducted in cooperation with governmental or industrial agencies:

"That the Graduate Schools of the Oregon State System of Higher Education be authorized to work out cooperative relations with governmental or industrial agencies having graduate research or educational programs which specially and advantageously supplement the facilities of the graduate schools, provided that:

A. Full administrative responsibility for quality and supervision of work and conferring of degrees be unimpaired.

B. Customary residence requirements be unaltered.

C. Transferred credits be accepted on the basis of critical evaluation of specific courses and individual programs.

The Board voted to adopt the report of the Chancellor's as a regular policy of the Board.

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

**University**

W. V. Norris Gift to the University Library of seven scientific journals, valued at $280.70, from Dr. Will V. Norris, Professor of Physics at the University.
Ore. St. P.E.O. Sisterhood: Gift of $125 from the Oregon State P.E.O. Sisterhood, to provide a scholarship for a designated student.

U. S. Navy Research Division: Grant of $5,750 from the U.S. Navy Research Division to the Mathematics Department to cover "research in mathematical statistics directed toward development of distribution of simplified statistics".

Research Corporation: Grant of $2,400 from the Research Corporation, New York, as a Frederick Gardner Cottrell Special Grant-in-aid for the support for one year of a chemistry research project, under the direction of Dr. Hans Neymann.

Research Corporation: Grant of $4,000 from the Research Corporation, New York, as a Frederick Gardner Cottrell Special Grant-in-aid for the support for one year of the project entitled "Research in Vacuum Spectroscopy", under the direction of Dr. Frederick W. Paul, Associate Professor of Physics.

State College:

Weyerhaeuser Timber Co.: Grant of $400 from the Weyerhaeuser Timber Company, Longview, Washington, to install an experimental stainless steel pulp digester to be used in research, under the direction of Dr. Leo Friedman of the Chemistry Department.

Shell Fellowship Cmt.: Grant of $1,200 from the Shell Fellowship Committee to establish a fellowship in the advanced field of chemistry. Also, actual tuition and fees required of the Fellow and an additional sum of $300 will be granted to cover material and equipment and other expenses. In case the Fellow is a veteran, this additional amount will be paid only in the event that tuition and fees exceed the $500 paid by the Veterans Administration.

Research Corporation: Grant of $2,000 from the Research Corporation, New York, to provide for the continuation through 1947-48 of a chemical research project under the direction of Dr. Allen B. Scott, Assistant Professor of Chemistry.

Research Corporation: Grant of $2,400 from the Research Corporation, New York, as a Frederick Gardner Cottrell Special Grant-in-aid, to finance a project entitled "Mechanisms of Organic and Disorganic Reactions", to be conducted under the direction of Dr. Harry Kornberg and Dr. John L. Haston.

Medical School:

War Bond Finance Cmt.: Gift of $20,000 from the War Bond Finance Committee of Oregon to be utilized as follows:

(1) For research purposes, primarily virus research $12,500
(2) Boernbecher Memorial Hospital 3,000
(3) Outpatient Clinic Department 2,000
(4) Out-of-state travel fund for faculty members 2,500
Numerous Donors

Gifts aggregating $1,305 from 27 donors, to be added to the Thomas M. Joyce Memorial Fund.

Gifts as follows to be added to the Frank Reid Mount Memorial Fund for the library:

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<tr>
<th>Name</th>
<th>Address</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Walter Clark</td>
<td>Mr. and Mrs. Walter S. Clark, East Sound, Washington</td>
<td>$25</td>
</tr>
<tr>
<td>Mrs. F. Mount</td>
<td>Mrs. Frank R. Mount, Portland</td>
<td>100</td>
</tr>
<tr>
<td>A. Mount</td>
<td>Miss Anne Mount, Swarthmore College, Pennsylvania</td>
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<tr>
<td>J. Mount</td>
<td>and John Mount, Portland</td>
<td></td>
</tr>
<tr>
<td>Multnomah City, Chapt. of Nat. Found, for Inf. Para.</td>
<td>Gift of $7,882.40 from the Multnomah County Chapter of the National Foundation for Infantile Paralysis to cover the cost of installing an Ille hydro-therapy tank in the Outpatient Clinic to be utilized for the treatment of poliomyelitis patients. The Chapter originally provided funds for the purchase of the tank.</td>
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Eastern Oregon College of Education

Soroptimist Club

Gift of $74 from the Soroptimist Club, Baker, to cover an all-tuition freshman scholarship.

D. Zimmerman

Gift of $300 from Doyle Zimmerman, La Grande, to be used at the discretion of the President.

Southern Oregon College of Education

Gifts as follows, aggregating $1,036, to provide all-tuition scholarships in 1947-48:

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<th>Name</th>
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<tr>
<td>Ashland BPOE</td>
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<td>Central P., PTA</td>
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<td>Prospect PTA</td>
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<td>Ore., Cong. PTA</td>
<td>$74</td>
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<tr>
<td>Soroptimist</td>
<td>$74</td>
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CONFIRMATION OF APPROVING DEGREES AT DENTAL SCH.

The Board voted to confirm the action of Mr. Phil Mestschein in approving the candidates for degrees and diplomas at the University of Oregon Dental School commencement exercises. A signed copy of the list of approved candidates is on file in the Board's Office.

UNAPPROPRIATED FUND APPROPRIATIONS

State College

Reorganization of the Music Department:

R. B. Walls, Transfer of Time

Transfer of 9 per cent of the time of Robert B. Walls, Director and Professor, from the Music budget to the Educational Activities budget, 10-months basis, indefinite tenure, effective September 1, 1947.

D. Moore, Increase in time

Increase in time for Delbert Moore, Professor and Conductor of the Orchestra and ROTC Band, from 76 per cent time to full-time, with a
corresponding increase in salary from $2,700
to $4,500, 10-months basis, indefinite tenure,
effective September 1, 1947.

I. Gray,  
Appointment  
Appointment of Miss Iris Gray as Assistant Pro-
Fessor of Music, at an annual salary rate of  
$3,600, 10-months basis, yearly tenure,  
effective September 1, 1947.

Discontinuance of previous practice of paying  
certain music instructors' salaries from private  
lesson fees and placing all music staff on the  
regular salary basis, with all private lesson  
fees to go into Board funds. The reorganized  
music budget will require funds as follows:

Proposed music budget. ....... $24,015.62  
Estimated income from lesson fees and  
practice room rentals $18,697.50  
Provided from Board's funds in  
original budget 3,375.62 22,073.12  
Requires .......... $1,942.50

University  
ACQUISITION  
OF WAR  
SURPLUS  
BY U OF O  
An addition of $500 to the travel budget and  
$1,500 to the wage budget of the President's  
Office to cover expenses in connection with the  
acquisition of surplus property. Requires .......... $2,000.00

Centralized Activities  
ADDN TO  
WAGE  
BUDGET  
OF COMPT.  
OFF. BUD.  
ALTERATIONS  
TO JOHNSON  
HALL  
An addition to the wage item in the Comptroller's  
Office budget of $3,697 to care for the increased  
work incident to the installation of IBM account-  
ing equipment. Requires .......... $3,697.00  
Alterations on the second floor of Johnson Hall at  
the University to provide adequate space and light-  
ing for the Board's office require .......... $4,500.00

Grand total from 1947-48 unappropriated fund .......... $12,139.50

ADDNS TO  
LIBERAL  
ARTS  
TRAVEL  
BUD. AT  
U OF O  
An arrangement has been worked out whereby out-of-state travel requests  
of faculty members in the College of Liberal Arts at the University  
will be considered as a unit and will be charged against one central  
travel budget in the Dean's Office. In order to provide this single  
budget with adequate funds to handle the travel requests, the Board  
approved the transfer of $2,000 to the Dean's Office budget to be  
provided as follows: from the various departmental budgets, $1,125,  
and from the Institutional Reserve, $875.
In order that the Colleges of Education may carry out the planned in-service teacher training program in cooperation with the State Department of Education, the Board approved the transfer of the following amounts from the Board's Reserve for In-Service Teacher Training to the budgets of the Colleges of Education:

- Oregon College of Education $545.35
- Southern Oregon College of Education $319.40
- Eastern Oregon College of Education $518.29
- Total $1,383.04

JOINT SECRETARY A reorganization in the method of recording the records of graduate students at the University necessitates the location of a secretary in the Registrar's Office, to be paid jointly by the Graduate School and the Registrar's Office. To cover the Graduate School's portion of the wages, the Board approved the transfer of $783.75, or one-half of the secretary's salary of $156.50 per month for the period September 15, 1947 to June 30, 1948, from wages in the Graduate School budget to wages in the Registrar's Office budget.

EOCE TESTING BUREAU The Board approved the following budget for the Veterans Testing Bureau at Eastern Oregon College of Education for the period July 1, 1947 to June 30, 1948:

**Estimated Income**

- 90 advisees under P. L. 16 @ $7.50 $675.00
- 170 advisees under P. L. 346 @ $6.50 1,105.00
- Total $1,780.00

**Estimated Expenditures**

- Wages $945.00
- Materials and expense 385.00
- Travel 100.00
- Equipment 200.00
- Contingency 150.00
- Total $1,780.00

The Board approved the following budget to cover expenditures for the fiscal year 1947-48 on the Navy research project in biochemical genetics being conducted at the University:

**Salaries**

C. W. Clancy, Associate Professor of Biology, 1/5 time, at an annual salary rate of $4,000, for the period September 16, 1947 to June 15, 1948.

$800.00

**Wages**

4,481.00

**Overhead Contingency**

20 per cent on salary and wages 1,056.20

**Materials and Supplies**

500.00

**Equipment**

1,000.00

$7,337.20
Salary savings of $800 in budget of Department of Biology, due to transfer of 1/5 time of Dr. Clancy to this research budget, to be retained in the Biology budget pending further recommendation.

The Board approved the following budget for the Navy Research project in mathematics at the University, covering the period September 2, 1947 through November 30, 1948:

**Salaries**

<table>
<thead>
<tr>
<th>Name</th>
<th>1947-48</th>
<th>1948-49</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. W. J. Dixon, Associate Professor of Mathematics, 10 per cent time, for the period September 16, 1947 to June 15, 1948</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>Dr. W. J. Dixon, Associate Professor of Mathematics, 10 per cent time, for the period September 16, 1948 to November 30, 1948</td>
<td></td>
<td>$125.00</td>
</tr>
</tbody>
</table>

**Wages**

<table>
<thead>
<tr>
<th>Category</th>
<th>1947-48</th>
<th>1948-49</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,925.00</td>
<td>2,250.00</td>
<td></td>
</tr>
<tr>
<td>30.00</td>
<td>20.00</td>
<td></td>
</tr>
<tr>
<td>475.00</td>
<td>475.00</td>
<td></td>
</tr>
<tr>
<td>Contingency reserve (20%)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$2,880.00</td>
<td>$2,870.00</td>
<td></td>
</tr>
<tr>
<td>$5,750</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Salary savings of $450 in 1947-48 in Mathematics budget, due to transfer of 10 per cent of Dr. Dixon’s time to research, to be transferred to wages to employ substitute assistance.

Demands for more collegiate work in child development and nursery education at the State College, together with a long waiting list seeking entrance to the nursery school, make desirable an increase in time allotted to the program. It is proposed to reduce attendance of the present group at the Orchard Street School from 5 to 4 mornings a week and add a second group for the other two mornings, for the period from 9:00 A. M. to 1:00 P. M. Beginning winter term it is proposed to add a session for younger children thus providing observation possibilities at another age level for the students in child development. In order to provide part-time assistance to put this proposed program into effect, the Board approved the transfer of $665 from the Institutional Reserve to wages in Household Administration.

Included in the campus development program of the Medical School is the purchase of certain property owned by Mrs. Marguerite M. Dunn, adjacent to the campus lying west of the Medical School Library building and described as follows: Tax lots 41 and 42, Section 9, Township 1 South, Range 1 East in the City of Portland, County of Multnomah and State of Oregon. The Building Committee previously approved the acquisition of this property when it could be obtained at a reasonable price. Mrs. Dunn has heretofore been unwilling to sell but now agrees to sell at a price of $1,000. The Board approved the purchase of this property, funds to be provided from the Board's Land Purchase Reserve.
REDUCTION
IN VANPORT
BUDGET AND
HEALTH
SERVICE AND
ED. ACT. BUD.

When the budget for the current Vanport Extension Center was prepared, it was based on an estimated average enrollment of 1,800 per term. At the present time it appears that the average enrollment will be 1,350. Accordingly, the Board approved the reduction of the total budget from $425,126.87 to $348,809.89, to be budgeted as follows:

Income

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer session (actual)</td>
<td>$32,909.89</td>
</tr>
<tr>
<td>Fall term</td>
<td>105,300.00</td>
</tr>
<tr>
<td>Winter term</td>
<td>105,300.00</td>
</tr>
<tr>
<td>Spring term</td>
<td>105,300.00</td>
</tr>
<tr>
<td></td>
<td>$348,809.89</td>
</tr>
</tbody>
</table>

Expenditures

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$19,800.00</td>
</tr>
<tr>
<td>Wages</td>
<td>224,840.57</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>57,586.96</td>
</tr>
<tr>
<td>Travel</td>
<td>1,149.00</td>
</tr>
<tr>
<td>Equipment</td>
<td>29,826.99</td>
</tr>
<tr>
<td>Contingency reserve</td>
<td>15,606.37</td>
</tr>
<tr>
<td></td>
<td>$348,809.89</td>
</tr>
</tbody>
</table>

The Board also approved the following budgets for the Health Service and for Educational and Athletic Activities, representing the income from an average of 1,350 students for the year:

- **Health Service**: $16,200
- **Educational and Athletic Activities**: $22,250

ADDN TO
COVER SUMMER
SESSION
PROMOTION

The Board voted to make available $11,600 for the general administration and promotion of the 1948 summer sessions. This represents an increase of $3,100 over the amount provided for the 1947 summer sessions. The increase will be used for additional advertising in national journals, for special leaflets in industrial arts and other fields, and to cover increases in advertising rates and printing costs.

TRANSFERS
IN DEPTS.
at U OF CO

In order to care for the present enrollment in several departments at the University, the Board approved transfers as follows from salaries budgeted for unfilled positions to wages:

- Biology: $800
- Geology: $780
- English: $780
- Speech and Drama: $660
- Foreign Languages: $780
- Philosophy: $660
- Architecture and Allied Arts: $1,500
- **Total**: $5,960
Under the provisions of the federal "Research and Marketing Act" (formerly called Hope-Flanagan) a research project entitled "Nutritional Status of Population Groups in Selected Areas of the West" has been approved by Washington officials and is to be conducted by eleven western states. The Oregon Agricultural Experiment Station has been designated as the trustee of the $40,000 allotted to this project. A rural housing project, regional in scope, has also been set up under the same trustee and $5,300 of federal funds, mostly for travel, has been made available. Administrative officials of the State College and of the Central Office formulated a plan of administering these funds under the trusteeship and the Board approved the plan as outlined below:

1. The monies have been deposited with the Benton County State Bank at Corvallis in the same account as are the other Federal funds being expended by the Experiment Station.
   
   The Comptroller's Office will arrange with the Bank for the depositing of additional collateral of U. S. Government bonds to provide protection in the event of bank failure.

2. Internal cash and expenditure accounts will be established by the Comptroller's Office. Because the monies are merely expended by the Experiment Station as a trustee it follows that receipts and expenditures will not be incorporated in the regular financial statements of the Experiment Station, but will be recorded the same as all other agency funds of the Higher Educational System.

3. A budgetary and fiscal control program in conformity with Federal requirements will be established by the Director of the OSC Experiment Station, as trustee.

4. Professional employees will be engaged in several states by the various Experiment Station Directors. Each such employee will be considered to be the employee of the particular Experiment Station through which he was engaged, but his appointment is subject to the approval of the trustee.

5. Travel allowances such as for per diem costs, hotel and meals will be established by the trustee in conformity with Federal grant fund requirements.

   Proposed travel outside of Oregon for employees engaged by the Director of the Oregon Experiment Station will be subject to the approval by the Chancellor.

6. Payment of wages, travel expenses and other costs will be made direct by the Experiment Station Director under whose supervision the expense has been incurred, with the advance being made from local funds of such Station.

   Monthly each of the Experiment Station Directors will send a bill to the trustee of the project, supported by whatever receipts may be required for customary audit to see that Federal regulations and rules are complied with. The trustee
will then authorize a monthly reimbursement to the particular Experiment Station or Stations which may be involved.

7. Equipment and supplies purchased from the trust funds are considered to belong to the Federal Government. The trustee or supervisor, as the case may be, is authorized to make such purchases from whatever source he desires and is not required to work through the Oregon State purchasing agent.

8. Insurance needs and arrangements, such as for fire, automobile and fidelity bonds, will be made by the trustee with the premium cost to be paid from the project monies. Such insurance arrangements are subject to Federal grant fund.

9. State sales taxes cannot be paid from the regional research funds, and the trustee or coordinator will so advise the Directors of the local Experiment Stations.

10. Indirect administrative costs as those of the Oregon Experiment Station office, OSC Business Office, and Comptroller's Office will be charged against the research funds.

11. Regular employees engaged in Oregon for the projects will be paid from the wage budget, rather than the salary budget and regardless of whether the employee is filling a professional position or would fall in the Civil Service classification. The employee when paid would have the compensation charged against the wage classification in the Oregon Experiment Station and in the departmental account related to the subject matter of the cooperative research. Similarly travel and other expenses for such employees or employees will be charged to the related Oregon Experiment Station budget account. When monthly bills are presented to the trustee of the project and repayment received, then the funds will be handled as a reduction of expenditures in the Oregon Agricultural Experiment Station accounts.

12. If by chance any salaried employee of the Oregon Experiment Station is to be released for service to the trustee, then an appropriate change will need to be requested and made to the Oregon Experiment Station salary budget.

13. Regular employees made available to the cooperative research program through the Oregon Experiment Station will be considered to be State employees and therefore subject to State regulations such as in connection with the Civil Service Act and State Retirement Program.
Meeting #168 – 19

October 28, 1947

BUDGETING OF
RESEARCH AND
MARKETING
ACT FUNDS
FOR RESEARCH
IN ORE.
EXP. ST.

Under the "Research and Marketing Act of 1946" (Hope-Flannagan Act), the Oregon Experiment Station is the recipient of a research fund of $19,200 to be used for studies on the following problems:

- Maintaining and Expanding the Market for Dairy Products $1,700
- A Study to Determine Means of Delivering Apples of Improved Quality to Consumers at Minimum Costs 1,000
- Marketing Livestock, Both Feeder and Slaughter, in the Western States 1,500
- Factors Affecting Consumer Demand and Economic Efficiency Encountered in Marketing Turkeys Produced in the Eleven Western States 6,000
- Improvement of Farm Dairy Structures and Equipment 4,500
- The Improvement of Rural Housing in the Western Region 4,500

Total $19,200

The Board approved the budgeting of these funds as indicated above.

IMPROVEMENTS IN MEDICAL SCHOOL CAFETERIA

The City of Portland Bureau of Health has recently made an inspection of the Medical School cafeteria. As a result of this inspection, several improvements were recommended, which must be made within the next 60 days if the cafeteria is to be kept in operation. It is estimated that these improvements will cost $1,000. The Board approved this expenditure, funds to be made available from the Board's Reserve for Building Rehabilitation.

INSULATION OF AD. BUILDING AT SOCE

President Stevenson reported that insulation of the Administration Building at Southern Oregon College of Education would conserve enough heat to enable the present heating plant to satisfactorily heat the new FWA buildings, as well as save fuel. Bids have been submitted on this project, the Ace Roofing and Insulation Company of Medford submitting the low bid of $2,250. The Board approved this project, the funds to be made available from the Board's Reserve for Building Rehabilitation.

ENLARGEMENT OF AD. OFFICES AT EOCE

The Board appropriated $850 from the Building Rehabilitation Reserve to make certain arrangements in the administrative offices at the Eastern Oregon College of Education to facilitate the handling of the enlarged administrative load.

REMODELLING OF OLD GYM. AT OCE

The Board allotted $6,000 from the Building Rehabilitation Reserve to the old gymnasium at Oregon College of Education to provide a recreation hall for students. The proposed project involves the construction of a fireplace, the installation of a counter service and booths, the necessary furniture and equipment for a student lunch room, the installation of adequate wiring and plumbing, and the construction of a false ceiling.
The Board approved the purchase of Lot 4 of Block 27, Chaplin’s Addition to the City of La Grande, supplementary plat thereof, at a price of $200, from Oliver A. and Florence E. Hamman. The funds for this purchase are to be provided from Eastern Oregon College of Education’s share of the Land Purchase Reserve.

Because of the large enrollment in first and second year chemistry classes, the existing laboratory facilities at Eastern Oregon College of Education are inadequate. In order to enlarge the present facilities it will be necessary to tear out part of a wall, construct laboratory tables and install additional plumbing. The estimated cost of this project is $3,000. The Board approved the expenditure of this amount, the funds to be provided as follows: $1,200 from the College’s portion of the Equipment Reserve and $1,800 from the Institutional Reserve.

In order to employ an additional patrolman and necessary office help in the State College Campus Marshall’s traffic control section, the Board approved the transfer of $2,737 from the Institutional Reserve to the Watchman and Campus Police budget.

The Board approved adding the unbudgeted balances of the State appropriation for the Squaw Butte-Harney, Sherman, Umatilla, and J. J. Astor branch experiment stations to their present budgets as follows so these funds may be utilized in their research program:

<table>
<thead>
<tr>
<th>Branch Station</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Squaw Butte-Harney Station</td>
<td>$521.07</td>
</tr>
<tr>
<td>Sherman Branch Station</td>
<td>$690.22</td>
</tr>
<tr>
<td>Umatilla Branch Station</td>
<td>$872.85</td>
</tr>
<tr>
<td>J. J. Astor Branch Station</td>
<td>$1,890.04</td>
</tr>
</tbody>
</table>

In order to provide needed additional clerical staff in the Business and Registrar’s Office at Southern Oregon College of Education, the Board approved additions as follows, funds to be provided from the Institutional Reserve:

<table>
<thead>
<tr>
<th>Office</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Office, wages</td>
<td>$1,173.72</td>
</tr>
<tr>
<td>Registrar’s Office, wages</td>
<td>$1,275.00</td>
</tr>
</tbody>
</table>

An option has been secured, at a price of $5,000, on Lot 10, Block 10, in the N. B. and P. Avery Addition in the City of Corvallis, with improvements consisting of a five-room house and a smaller house. This lot is located on the northeast corner of the block being purchased as a site for the physical plant building at Oregon State College. The Board approved exercising this option, funds to cover the purchase price to come from the legislative appropriation for land purchases.

Options on the following property in the approved area for the auditorium and basketball pavilion at Oregon State College have been secured and the Board approved exercising these options, funds to cover the purchase price to come from the legislative appropriation for land purchases:
House and 50' x 200' lot, owned by G. Leonard Beck and Millie Beck, at a price of $10,500.

One and 1/3 acres, owned by G. Leonard Beck and Millie Beck, at a price of $4,000.

House and 100' x 100' lot, owned by F. F. Beck and Emma Beck, at a price of $12,000.

60' x 175' lot (with factory type building), owned by F. F. Beck and Emma Beck, at a price of $2,000.

Approximately one acre, owned by F. F. Beck and Emma Beck, at a price of $3,000.

PERSONNEL

The Board approved the following personnel adjustments at the University, the necessary funds being provided in the 1947-48 budget:

A. T. Torrey, Appointment
Appointment of Mrs. Anne Tyson Torrey as Instructor in Social Science Survey, at an annual salary rate of $2,400, 10-months basis, yearly tenure, effective September 1, 1947. This is a new position and requires $2,400 in 1947-48 to be provided $960 from the Institutional Reserve and $1,440 by abolishing two graduate assistantships in the Social Science Survey budget.

W. F. Hintz, Appointment
Appointment of Captain William F. Hintz as Assistant Professor of Military Science and Tactics, effective September 6, 1947. Salary paid entirely by federal funds.

Col. McCammon, Transfer

Col. Maerdian, Appointment

Maj. Archuleta, Transfer
Transfer of Major Rubel V. Archuleta, Assistant Professor of Military Science and Tactics, to McChord Field, effective August 14, 1947; and the appointment of Captain Emmett F. Dooley as Assistant Professor of Military Science and Tactics, effective August 14, 1947. Salaries paid entirely by federal funds.

Capt. Dooley, Appointment

Maj. Bailey, Transfer
Transfer of Major Charles E. Bailey, Assistant Professor of Military Science and Tactics, to Harrisburg, Pennsylvania, effective July 1, 1947; and the appointment of Captain Walter A. Koch as Assistant Professor of Military Science and Tactics, effective October 3, 1947. Salaries paid entirely by federal funds.

Capt. Koch, Appointment

F. E. Wood, Increase in time
Increase in time for Frank E. Wood, Associate Professor of Mathematics from 50 per cent to full-time, for the fall term; and leave of absence for the winter term. Mr. Wood will return to 50 per cent time for the spring term. No change in total budget.
P. Van Natta,  
Increase in time  
Increase in time for Miss Pearl Van Natta, Instructor in Mathematics, from 50 per cent to full-time, and a corresponding increase in salary from $1,000 to $2,000, effective September 1, 1947. Requires $1,000 in 1947-48 to be provided from an unfilled assistant professorship in the budget. Balance of $2,500 in this assistant professorship to be retained in the budget pending further recommendation.

E. E. Massen,  
Resignation  
Resignation of Edmond E. Massen, Assistant Professor of Romance Languages, effective September 1, 1947; and the appointment of Alexander Koiransky as Assistant Professor of Slavic Languages, at an annual salary rate of $2,500, 10-months basis, yearly tenure, effective September 1, 1947. No change in budget.

A. Koiransky,  
Appointment  

Adjustments as follows in the Athletic Department and the Health and Physical Education Department:

H. Hobson,  
Resignation  
Resignation of Howard A. Hobson, Head Basketball and Baseball Coach, and Assistant Professor of Physical Education, at an annual salary rate of $6,000, effective September 30, 1947.

J. A. Warren,  
Change in appointment  
Change in appointment of John A. Warren, Swimming Coach, Assistant Football Coach and Instructor in Physical Education, to Head Basketball Coach, Head Track Coach and Instructor in Physical Education, with an increase in salary from $4,800 to $5,500, 12-months basis, yearly tenure, effective October 1, 1947. Mr. Warren's salary will be divided $2,600 to Physical Education and $2,900 to Athletic Activities.

D. Kirsch,  
Change in appointment  
Change in appointment of Donald Kirsch, Assistant Basketball and Baseball Coach and Instructor in Physical Education, to Assistant Basketball and Head Baseball Coach, and Instructor in Physical Education, with an increase in salary from $3,000 to $3,750, 12-months basis, yearly tenure, effective October 1, 1947. Mr. Kirsch's salary will be divided $900 to Physical Education Instruction and $2,850 to the Athletic Activities budget.

F. Zasula,  
Redistribution of time  
Redistribution of the salary of Frank Zasula, Backfield Coach and Instructor in Physical Education, from $600 to $900 in the School of Health and Physical Education, and from $3,400 to $3,100 in the Athletic Activities budget. No change in salary.

R. K. Miller,  
Redistribution of time  
Redistribution of the salary of Richard K. Miller, Line Coach and Instructor in Physical Education, from $3,750 in Athletic Activities to $900 in Physical Education, and $2,850 in Athletic Activities budget, effective October 1, 1947. No change in salary.

R. Kireilis,  
Change in appointment  
Change in appointment of Ramon Walter Kireilis from Instructor in Physical Education to Instructor in Physical Education and Head Swimming Coach, with an increase in salary from $3,400 to $3,700, 10-months basis, yearly tenure, effective October 1, 1947. Mr. Kireilis' salary will be divided $3,400 to Physical Education budget and $300 to Athletic Activities budget.

No change in amount of Physical Education budget. The Athletic Activities budget will show a saving since no replacement is recommended to take Mr. Warren's place in football.
October 28, 1947

Adjustments as follows in the Bureau of Municipal Research and Service:

F. Maris, Resignation

Resignation of Miss Pauline Maris, Assistant Director of the Bureau of Municipal Research and Service, effective August 31, 1947. Salary savings of $3,083.33 to be retained in the budget pending further recommendation.

J. Hannay, Transfer

Transfer of Miss Jean Hannay, Secretary and Research Assistant, from the Bureau of Municipal Research and Service to the League of Oregon Cities, effective November 10, 1947. Miss Hannay's entire salary will be paid by the League.

R. Seifert, Appointment

Appointment of Richard M. Seifert as Research Assistant in the Bureau of Municipal Research and Service, at an annual salary rate of $3,600, rank of Assistant Professor, 12-months basis, yearly tenure, effective November 10, 1947.

Requires $2,310 in 1947-48 for Mr. Seifert to be provided from $1,540 salary savings from transfer of Miss Hannay and $1,216 from an unallocated salary item. Savings of $446 in unallocated salary item to be transferred to the Institutional Reserve.

The Board approved the following personnel adjustments at the State College, the necessary funds being provided in the 1947-48 budget:

R. F. Cain, Appointment

Appointment of Robert F. Cain as Instructor in the Department of Food Technology, at a salary rate of $110 per month for 40 per cent time, effective October 1, 1947. This is a new position and requires $990 in 1947-48 to be transferred from the Institutional Reserve.

W. Filz, Appointment

Appointment of William Filz as Instructor in the Department of Food Technology, at a salary rate of $110 per month for 40 per cent time, effective October 1, 1947. This is a new position and requires $990 in 1947-48 to be transferred from the Institutional Reserve.

T. E. King, Appointment

Appointment of Tsoo E. King as Research Assistant in the Pantothene Acid Research Department, 75 per cent time, for the period September 1, 1947 to August 31, 1948, at a salary rate of $2,100 for the period. Mr. King's salary is to be paid from the grant for this research project.

M. J. Cronin, Appointment

Appointment of Morton J. Cronin as Instructor in English, for the period September 1, 1947 to July 1, 1948, at an annual salary rate of $2,900, 10-months basis, effective September 1, 1947. $4,500 available in budget for this position. Salary savings of $1,600, due to appointment at lesser rate, to be transferred to the Institutional Reserve.

F. Grill, Appointment

Appointment of Frederick Grill as Assistant Professor of Pharmacy, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective October 1, 1947. Salary savings of $597.95, due to delay in appointment and appointment at lower rate, to be transferred to the Institutional Reserve.
R. Berry, Appointment
Appointment of Miss Ramona Berry as Instructor in History, at an annual salary rate of $3,000, 10-months basis, yearly tenure, effective September 1, 1947. This is a new position and requires $3,000 in 1947-48 to be transferred from the Institutional Reserve.

M. B. Minden, Appointment
Appointment of Miss Mary Beth Minden as Home Management Specialist in Federal Cooperative Extension, at an annual salary rate of $3,400, rank of Assistant Professor, 12-months basis, yearly tenure, effective September 1, 1947. Salary savings of $960, due to delay in appointment, to be transferred to the Director's Reserve.

R. H. Mench, Appointment
Appointment of Dr. Robert M. Mench as Assistant Physician in the Health Service, at an annual salary rate of $3,333.33, for 67 per cent time, rank of Assistant Professor, 10-months basis, yearly tenure, effective September 15, 1947. $5,000 was provided in the budget for this position. Salary savings of $1,822.22 to be retained in the budget pending further recommendation.

L. N. Stone, Appointment
Appointment of Louis Nelson Stone as Assistant Professor of Electrical Engineering, at an annual salary rate of $4,000, 10-months basis, yearly tenure, effective September 1, 1947. $3,400 was provided in the budget for this position. Requires $600 in 1947-48 to be provided from an unfilled graduate assistantship in the budget. $100 remaining in the budget from this graduate assistantship to be retained pending other appointment.

J. F. Bishop, Appointment
Appointment of James F. Bishop as County Club Agent of Umatilla County, at an annual salary rate of $3,804, rank of Assistant Professor, 12-months basis, indefinite tenure, effective September 16, 1947. Requires $3,011.50 in 1947-48 to be transferred from the Director's Reserve.

W. Hyatt, Appointment
Appointment of W. G. Hyatt as Assistant Professor of Geography, at an annual salary rate of $3,800, 10-months basis, yearly tenure, effective September 1, 1947. $3,000 provided in budget for this position. Requires $800 in 1947-48 to be provided from the Institutional Reserve.

C. Vrooman, Appointment
Appointment of C. W. Vrooman as Research Assistant in the Experiment Station Department of Agricultural Economics, at an annual salary rate of $3,000, 75 per cent time, rank of Instructor, 12-months basis, yearly tenure, effective October 1, 1947. This is a new position and requires $2,250 in 1947-48 to be provided, $1,500 from Hope-Flannagan Regional Research funds and $750 from the requisition budget of the Department.

J. Chambers, Appointment
Appointment of John S. Chambers as Research Assistant in the Department of Fish and Game Management, at a monthly salary rate of $60, for 50 per cent time, effective October 1, 1947. Requires $540 in 1947-48 to be transferred from the wage budget of the Department.

C. M. Fischer, Appointment
Appointment of Charles M. Fischer as Research Assistant in the Experiment Station Department of Agricultural Economics, at an annual salary rate of $3,600, rank of Instructor, 12-months basis, yearly tenure, effective October 13, 1947. This is a new position and requires $2,584 in 1947-48 to be provided from Hope-Flannagan Regional Research funds.
R. W. Morris, Appointment
Appointment of Robert W. Morris as Research Fellow in the Department of Fish and Game Management, at a salary rate of $100 per month for 50 per cent time, effective October 1, 1947. This is a new position and requires $900 in 1947-48 to be transferred from the wage budget of the department.

C. Richardson, Appointment
Appointment of Dr. George A. Richardson as Associate Professor in the Schools of Science and Agriculture, and Associate Dairy Husbandman in the Experiment Station, at an annual salary rate of $5,000, 12-months basis, indefinite tenure, effective December 1, 1947. Requires $500 in 1947-48 in the Chemistry Department to be transferred from the Institutional Reserve. Salary savings of $1,183.33 in Dairy Husbandry Experiment Station due to delay in appointment, to be transferred to wages.

H. K. Hossum, Appointment
Appointment of Dr. H. K. Hossum as Assistant Professor of Political Science, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective January 1, 1948. This is a new position and requires $2,400.00 in 1947-48 to be provided from the Institutional Reserve.

M. D. Thomas, Appointment
Appointment of M. D. Thomas as Extension Agricultural Economist, at an annual salary rate of $4,500, rank of Associate Professor, 12-months basis, indefinite tenure, effective December 1, 1947. Requires $2625 in 1947-48 to be transferred from the Director's Reserve.

I. R. Jones, Salary adjustment
Salary adjustment for Dr. I. R. Jones, Professor of Dairy Husbandry and Dairy Husbandman in the Agricultural Experiment Station, from $5,500 to $5,800, 12-months basis, effective September 1, 1947. Requires $250 in 1947-48 to be provided, $87.50 from the materials and expense account in Instruction and $162.50 from unbudgeted restricted state appropriation funds for special investigations.

H. C. Forslund, Salary adjustment
Salary adjustment for Herman C. Forslund, Associate Professor of Pharmaceutical Chemistry, from $4,000 to $4,200, effective September 1, 1947. Requires $200 in 1947-48 to be transferred from the Institutional Reserve.

P. Covey, Salary adjustment
Salary adjustment for Paul Covey, Club Agent in Deschutes County, from $3,150 to $3,400, effective October 1, 1947. Requires $193.50 in 1947-48 to be transferred from the Director's Reserve.

G. E. Crossen, Salary adjustment
Salary adjustment for Dr. George E. Crossen, Dean of the School of Pharmacy, from $6,000 to $6,400, 12-months basis, effective October 1, 1947. Requires $300 in 1947-48 to be provided from the Institutional Reserve.

M. M. Overson, Additional salary payment
Additional payment of $27 per month to M. M. Overson, Superintendent of the Sherman Branch Experiment Station, effective September 1, 1947, as a perquisite in lieu of the residence on the station, which burned recently. Requires $270 in 1947-48 to be transferred from the wage budget of the Station.
Adjustments as follows in the Department of Mechanical Engineering:

G. W. Soiya, Appointment
Appointment of George William Soiya, as Instructor, at an annual salary rate of $2,900, 10-months basis, yearly tenure, effective September 1, 1947. $3,400 provided in budget for this position.

R. C. Pitt, Resignation
Resignation of R. C. Pitt, Instructor, effective September 1, 1947.

R. Peterson, Appointment
Appointment of Roy Stanley Peterson as Graduate Assistant, at an annual salary rate of $780, effective September 15, 1947. $720 provided in budget for this position.

Ed F. Adams, Salary adjustment
Salary adjustment for Ed. F. Adams, Graduate Assistant, from $720 to $780, effective September 1, 1947, to bring his rate in line with other graduate assistants in the School of Engineering.

Salary savings of $2,180 in 1947-48 to be transferred to the Institutional Reserve.

Adjustments as follows in the School of Agriculture:

H. A. Scullen, Transfer
Transfer of Dr. H. A. Scullen, Professor in the Department of Entomology, School of Science, at an annual salary rate of $4,000, 10-months basis, to Apiculturist, at an annual salary rate of $5,000, 12-months basis, indefinite tenure, effective September 1, 1947. Dr. Scullen's salary will be paid: Entomology $1,750; Instruction, Entomology, $750; and U. S. Department of Agriculture $2,500. $2,140 in the Experiment Station and $2,660 in the U. S. Department of Agriculture was provided in the budget for this position.

C. R. Martin, Transfer
Transfer of Dr. C. H. Martin, Associate Professor, from full-time in the Experiment Station to 64 per cent time in Science Instruction and 36 per cent time in Science Technical Advisory Service, with a change in service from 12 to 10-months basis, effective September 1, 1947. No change in salary. $633.32 is required for Dr. Martin from Entomology Experiment Station to compensate for his services in that department during July and August.

Requires $425 in 1947-48 from institutional reserve for Entomology Instruction. Savings of $3,848.34 in Entomology, Agricultural Experiment Station to be transferred: $1,815 to materials and expense and $2,033.34 to wages.

C. C. Byers, Increase in time
Increase in time for Cleo C. Byers, Instructor in Physics, from 75 per cent to 85 per cent, with a corresponding increase in salary from $2,800 to $3,200, effective September 1, 1947. Requires $607.50 in 1947-48 to be provided from the unfilled professorship in the budget.

W. R. Jewell, Change in status
Change in status for William R. Jewell, from Fellow to part-time Instructor, with an increase in salary from $1,100 for 30 per cent time to $1,700 for 50 per cent time, effective September 1, 1947. Requires $600 in 1947-48 to be provided from the unfilled professorship in the budget. The amount of $1,192.50 remaining in this half-time professorship is to be transferred to the Institutional Reserve.
A. R. Meade, Transfer
Transfer of Arland R. Meade, Experiment Station Editor, from full-time in the Experiment Station to 79 per cent time in the Experiment Station and 21 per cent time in Journalism Instruction; and the transfer of Sam H. Bailey, Assistant Professor of Journalism, from full-time in Journalism Instruction to 77 per cent time in Journalism Instruction and 23 per cent time in the Experiment Station. No change in total budget.

H. H. White, Transfer
Transfer of 67 per cent of the time of H. H. White, Associate Professor and Associate Agronomist in the Southern Oregon Agronomic Project to the Southern Oregon Branch Station, effective July 1, 1947. Requires $2,000 in 1947-48 in the Southern Oregon Branch Station to be provided from the requisition budget of the Station. Salary savings of $3,000 in the Southern Oregon Agronomic Project budget to be transferred to materials and expense.

J. W. Scheel, Transfer
Transfer of Jean W. Scheel, Extension Specialist in Information Methods, to the position of Assistant to the Director of the Federal Cooperative Extension Service, with an increase in salary from $4,380 to $4,800, rank of Professor, 12 months basis, indefinite tenure, effective November 1, 1947; and the appointment of Robert G. Fowler, Jr., as Specialist in Information Methods, at an annual salary rate of $4,006, rank of Assistant Professor, 12-months basis yearly tenure, effective December 1, 1947. Salary savings of $400 in Administration and $582 in Information to be transferred to the Director's Reserve.

A. Dehmer, Resignation
Resignation of Albert H. Dehmer, Assistant Professor of Accounting, effective June 30, 1947; and the appointment of Willard L. Shelton as Assistant Professor of Accounting, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective September 1, 1947. Salary savings of $100, due to appointment at lesser rate to be transferred to the Institutional Reserve.

W. Shelton, Appointment

E. P. Horne, Resignation
Resignation of Dr. E. Porter Horne, Assistant Professor of Psychology, effective September 1, 1947. Salary savings to be retained in budget pending appointment of a successor.

E. Vietti, Resignation
Resignation of Edward Vietti, Assistant Professor of Secretarial Science, effective June 30, 1947; and the appointment of Fred E. Winger as Assistant Professor of Secretarial Science, at an annual salary rate of $3,600, 10-months basis, yearly tenure, effective September 1, 1947. Salary savings of $100, due to appointment at a lower rate to be transferred to the Institutional Reserve.

F. E. Winger, Appointment

E. R. Childs, Resignation
Resignation of Miss Elizabeth R. Childs, Instructor in English, effective August 14, 1947. Salary savings of $1,500 in 1947-48 to be transferred to the Institutional Reserve.

G. W. Peters, Resignation
Resignation of C. W. Peters, Assistant Agricultural Economist in the Experiment Station Department of Agricultural Economics, effective October 1, 1947. Salary savings of $2,168.20 in the Experiment Station to be transferred to wages. Salary savings of $981.80 in Resident Instruction to be retained in budget pending appointment of successor.
The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1947-48 budget:

**M. McKenzie, Appointment**
Appointment of Miss Maude McKenzie as Research Assistant in the Division of Experimental Medicine, at an annual salary rate of $2,400, 12-months basis, yearly tenure, effective September 16, 1947. This is a new position and requires $1,900 in 1947-48 to be transferred from wages in the department.

**R. Peterson, Appointment**
Appointment of Ruth D. Peterson as Research Assistant in Biochemistry, at an annual salary rate of $660, 10-months basis, effective September 1, 1947. This is a new position and requires $560 in 1947-48 to be transferred from the requisition budget.

**F. Queen, Salary adjustment**
Salary adjustment for Dr. Frank B. Queen, Professor of Pathology and Director of the Oregon Cancer Control Program, from $12,000 to $13,000, effective October 1, 1947. Dr. Queen's salary has been divided equally between the Medical School, the Cancer Society and the State Board of Health. The additional funds required in 1947-48 will be paid by the Cancer Society, with no change in time allocation. No change in budget.

**H. Bergheim, Salary adjustment**
Salary adjustment for Mrs. Wildred Bergheim, Director of Social Service, from $3,750 to $4,000, effective September 1, 1947. Requires $208.33 in 1947-48 to be transferred from the wage budget of the department.

**R. Anderson, Salary adjustment**
Salary adjustment for Robert Anderson, Resident Physician in Orthopedic Surgery, from $720 to $900 a year, for the months of October and November. Requires $30 in 1947-48 to be transferred from the wage budget.

**Adjustments as follows in the Radiology Department:**

**W. Burton, Transfer**
Transfer of Dr. William Burton, Associate Professor of Radiology and Acting Head of the Department, from a paid to a volunteer status, effective September 1, 1947.

**S. Hyman, Salary adjustment**
Salary adjustment for Dr. Selma Hyman, Assistant Professor of Radiology, from $4,500 to $6,500, for 75 per cent time, effective September 1, 1947.

No change in total budget.

**Establishment of position of Resident in Neuro-Surgery**
Establishment of a position of Resident in Neuro-Surgery, at an annual salary rate of $900, 12-months basis, yearly tenure, effective January 1, 1948. Requires $450 in 1947-48 to be transferred from wages to salary in the Post Graduate Medical Instruction account.
The Board approved the following personnel adjustment at Oregon College of Education, the necessary funds being provided in the 1947-48 budget:

**F. Knox, Appointment**
Appointment of Mrs. Faye Knox as Instructor in Physical Education, for the fall term, 33 per cent time, at a salary rate of $335 for the term. Requires $335 in 1947-48 to be transferred from the Institutional Reserve.

The Board approved the following personnel adjustments at Eastern Oregon College of Education, the necessary funds being provided in the 1947-48 budget:

**C. Kopp, Appointment**
Appointment of Clarence A. Kopp as Acting Instructor in Mathematics, for the fall term, at a salary of $350 for the period. Requires $350 in 1947-48 to be provided from the Institutional Reserve.

**H. Ehlers, Resignation**
Resignation of Dr. Henry J. Ehlers, Assistant Professor of Music, effective August 31, 1947; and the appointment of Ralph V. Horning as Assistant Professor of Music, at an annual salary rate of $3,500, 10-months basis, yearly tenure, effective September 1, 1947. Requires $150 in 1947-48, due to increased rate, to be provided from the Institutional Reserve.

The Board approved the following personnel adjustment at Southern Oregon College of Education, the necessary funds being provided in the 1947-48 budget:

**T. Schopf, Salary Adjustment**
Salary adjustment for Theodore Schopf, Instructor in Physical Education and Health, from $3,000 to $3,300, effective September 1, 1947. This adjustment is to compensate Mr. Schopf for assuming the additional responsibility as acting head of the Physical Education and Health Department and because he will coach both basketball and baseball. Requires $300 in 1947-48 to be provided from the athletic activities fund.

The Board approved the following personnel adjustment in the General Extension Division, the necessary funds being provided in the 1947-48 budget:

**V. Runte, Appointment**
Appointment of Violet E. Runte as Recorder and Instructor in Business Administration in the Portland Extension Center, at an annual salary rate of $2,700, rank of Instructor, 12-months basis, yearly tenure, effective September 22, 1947. This is a new position and requires $2,092.50 in 1947-48 to be transferred from wages.

The Board approved the following personnel adjustments in Centralized Activities, the necessary funds being provided in the 1947-48 budget:

**J. Watson, Appointment**
Appointment of John L. Watson as Assistant Comptroller, at an annual salary rate of $5,000, rank of Assistant Professor, 12-months basis, yearly tenure, effective September 17, 1947. The Board also approved the addition of $535 to the Comptroller's Office requisition budget.
to be used for the purchase of furniture. $5,500 was provided in
the budget for this position. Salary savings of $1,020.56, due to
employment at lesser rate and delayed appointment, to revert to the
Board's unappropriated fund.

P. Jacobson, Appointment
Appointment of Dr. Paul B. Jacobson, Dean of Education at the Uni-
versity, as Director of High School Teacher Training for the State
System, with an increase in salary from $7,000 to $7,600, to compen-
sate for this added responsibility, effective November 1, 1947.
Requires $400 in 1947-48 to be provided from the Institutional
Reserve.

ADJOURNMENT The Board adjourned at 11:15 A. M.

WILLARD L. MARKS, President

CHARLES D. BIRNE, Secretary