STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
November 30, 1948
10:10 A. M.

MEETING #181 In accordance with action taken by the State Board of Higher Education at its October 26, 1948 meeting, wherein the Board voted unanimously to suspend the rules and by-laws of the Board and to change the date of the regular meeting scheduled on December 14, 1948 to November 30, 1948, the State Board of Higher Education met in regular meeting at the Benson Hotel, Portland, Oregon, on November 30, 1948.

ROLL CALL The meeting was called to order at 10:10 A. M. by the President of the Board, Edgar W. Smith, and on roll call the following answered present:

Henry F. Cabell
George F. Chambers
Leif S. Finseth
R. E. Kleinsorge

Cheryl S. MacNaughton
Phil Metschen
Herman Oliver
Edgar W. Smith

Absent: A. S. Grant.

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 Henry Gunn of Oregon College of Educa-
tion; President Roben J. Haaske of Eastern Oregon College of Education; President Elmo N. Stevenson of Southern Oregon College of Education; Dean J. F. Cramer of the General Extension Division; Mr. William Zimmerman representing the University of Oregon Medical School.

RE GRANT'S ABSENCE President Smith reported that Mr. Grant was in court and therefore unable to be present at this meeting of the Board.

MINUTES APPROVED The Board voted to dispense with the reading of the minutes of the last regular meeting held on October 26, 1948 and approved the minutes of this meeting as they appeared in the docket.

APPROVAL OF PRELIMINARY PLANS ON U OF O LIBRARY BLDG. AND REVISED BUDGET Dr. R. E. Kleinsorge, Chairman of the Buildings, Grounds and Capital Outlay Committee, presented the following report:

"It will be recalled that an addition to the University of Oregon Library was one of the projects approved for that campus under the State Building Fund voted in 1945. At the March 14, 1946 meeting, the University was authorized to proceed with detailed plans and specifications for consideration by the Board. These plans and specifications and a revised budget were presented to the Building Committee yesterday by President Newburn and the architect.

"The proposed addition is planned to be both highly functional, and flexible in arrangement with provisions for easy further expansion if and when necessary. It will provide stack space for approximately 100,000 additional volumes which is expected to serve the next 10 years, and will increase the seating capacity for students by about 500 to a
total of 1,200. It is planned to have metal exterior instead of brick on most of the addition, both for purposes of economy and ease in future expansion. The total estimated cost is now $735,000, of which $580,000 would be for the actual construction contracts. The new budget, as submitted by President Newburn, provides only $75,000 for equipment which is not expected to be enough to equip the addition completely but which may be added to if bids are favorable.

"The interior construction and design was explained in more detail by Dr. Carl W. Hintz, University Librarian, who is well pleased with the plans in general. It appears to the Building Committee that the plans, specifications, and proposed budget are satisfactory, and we, therefore, recommend their approval, with the construction bids to be advertised for opening at the time of the next Board meeting at 9:00 A. M., Tuesday, January 25."

The Board approved the plans, specifications and revised budget for the Library addition at the University of Oregon and authorized advertising for bids to be opened at 9:00 A. M. on Tuesday, January 25.

Dr. Kleinsorge reported as follows concerning the completion of the new Physical Plant Warehouse and Shops Building at the University:

"In connection with the completion of the new Physical Plant Warehouse and Shops Building at the University of Oregon, President Newburn submitted a revised budget made necessary by the fact that it is requiring approximately $65,000 more than was previously allocated to complete the project. President Newburn reported that considerable difficulty has been encountered in rising costs, both for materials and wages, since the project was first authorized by the Board on June 3, 1947. There have also been important additions made to the original plan of the structure. It will be recalled that this combined warehouse and shops is necessary to replace facilities lost when fire destroyed the old Physical Plant Warehouse.

"The new building provides some 24,000 feet of main floor space and approximately 6,000 to 8,000 square feet of additional space on a portion of the balcony now being completed. In order to provide the needed $65,000 additional without resorting to the Board's unappropriated fund, President Newburn proposes the following sources:

<table>
<thead>
<tr>
<th>Appropriation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unallocated State Building</td>
<td>$30,116.14</td>
</tr>
<tr>
<td>Reserve for Building Repairs</td>
<td>5,802.09</td>
</tr>
<tr>
<td>Equipment Fund</td>
<td>3,500.00</td>
</tr>
<tr>
<td>President's Operating Reserve</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Reserve for Physical Plant Rehabilitation</td>
<td>5,581.77</td>
</tr>
<tr>
<td>Library Addition (transfer from)</td>
<td>15,000.00</td>
</tr>
</tbody>
</table>

$65,000.00

"It will be noted that this will require approval of the Board of Control and the State Emergency Board for approximately $45,000 of unallocated state Building appropriation funds."
"The Building Committee believes that this project has been well planned and will care for the physical plant needs of the University for many years to come. We, therefore, recommend completion of the project as planned, with the necessary additional funds to be obtained as indicated in the revised budget, subject to approval by the Board of Control and the State Emergency Board of the portion to come from the state building fund."

The Board approved the completion of the Physical Plant Warehouse and Shops Building, with the necessary additional funds to be obtained as indicated, subject to approval by the Board of Control and State Emergency Board for the portion to come from the state building fund.

Dr. Kleinsorge made the following report on the purchase of the Falcon Restaurant property by the University of Oregon:

"President Newburn reported that, after considerable negotiation, a fair offer had been received on the sale to the University of the Falcon Restaurant property located at 1426 Onyx Street directly west of the Men's Dormitory. This property is directly adjacent to the new Erb Memorial Union Building and its ultimate acquisition has always been considered essential. The property consists of the 1½ story Falcon building, housing a restaurant, a branch of a local cleaning establishment and an upstairs apartment. A small five-room bungalow is also on the property. A price of $26,000 has been agreed upon, with the present owner to retain the property until January 1, 1949. The owner will be permitted to live in the house until July 1, 1949 without payment of rent, and from then until the following September at $60 per month rent. It is understood that the annual rentals from this property, amounting now to $1,950 for the main building and $720 for the other house, will accrue to the property rental account until such time as it is deemed advisable to clear the site for Union Building purposes.

"The Committee believes that the purchase of this property is desirable at this time and so recommends, with the funds to be derived from University sources as follows:

- Miscellaneous Rentals and Repairs Fund: $17,000
- Unallocated State Land Purchase Funds: 9,000

We also recommend that the usual Board officials be authorized to sign the necessary documents."

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

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

"President Strand reported that for some months Brigadier General Raymond F. Olson, of the Adjutant General's Department of Oregon, has been conferring with College officials relative to the location of a headquarters site for a National Guard unit to be known as the 142d Aircraft and Air Control Squadron. A site on College farm land about one mile northwest of the campus has been decided on as
the most suitable, which would consist of a tract 500 feet square in one of the College pasture areas.

"It was explained by General Olson that the National Guard is particularly desirous of using this site both because of its favorable location in the Willamette Valley and also because it is close to the College where it is likely that a considerable number of students will be interested in joining the squadron which is to consist of 115 officers and enlisted men. The proposed installation is estimated to cost approximately $100,000 and would include much electronic material, including radar equipment. It was also pointed out that the proposed location would make this a valuable adjunct to the Army R.O.T.C. work on the campus.

"The Federal Government through the Army Engineers proposes to execute a lease for this tract at $1,00 a year for 25 years. All expense of the development would be borne by the National Guard, including a paved and fenced access road from the Oak Creek highway to the site, which would also be used by the College.

"As the project has the endorsement of all the departments concerned at the College, the Building Committee recommends that the lease be granted under the terms stipulated and that the usual Board officials be authorized to sign the necessary documents."

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

SETTLEMENT OF REQUEST TO U OF O UNDER WILL OF MARY E ROCKWELL

Mr. Henry F. Cabell, Chairman of the Finance Committee, presented the following report:

"The Committee heard President Newburn's report on the status of the will of Mary E. Rockwell under which the income of a $15,000 trust fund was bequeathed to her son under a lifetime grant after which the capital fund was to revert to the University of Oregon. Under the most recent trustee, capital gains accruing to the fund had been held up pending decision as to whether they should be paid to the primary beneficiary or be held in trust for the University. The Committee recommends authorization for representatives of the University of Oregon to negotiate an agreement with the primary beneficiary that he would retain such capital gains as had already been paid as well as the continuing income but that future capital gains, including those now held by the present trustee, would become part of the trust to be held for passage to the University. The Committee also recommends that the proper officials of the Board be authorized to execute the agreement."

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

SUMMER SESSION BUDGETS 1949

Mr. Cabell presented the following report on summer session budgets for the several institutions:

"The Committee also heard presentation of the Chancellor's report on summer session budgets which showed the financial outcome of the
1948-sessions with recommendations for those to be held in 1949. The summary showed that student fee income realized in 1948 reached $328,344.41, or $72,519.41 more than the estimated income. This with the contingency reserve provided from Board funds and which was not required for operation totals $122,519.41, to be returned to the Board’s funds from the 1948 sessions.

"The recommended budget for the several institutional sessions for 1949 is $263,311.00, which is an increase of $67,437.00 over the previous year. It is estimated that $352,711.00 will accrue from student fee income necessitating $10,600.00 to be supplied from Board funds. To provide against possible underrealization of fee income in the 1949 sessions, it is recommended that a contingency fund of $50,000.00 be appropriated from Board funds to be returned if not required. This $50,000.00, as well as the $10,600.00 necessary to supplement fees at the Colleges of Education, may be transferred from the $122,519.41, which had been returned at the end of the 1948 sessions, leaving a total of $61,919.41 to be added to the Board’s unappropriated fund balance for the current year.

"The Chancellor’s report also recommended that for the summer session of 1948 the Presidents of the institutions be authorized to transfer to their institutional reserves any unexpended balances remaining in their authorized summer session budgets, aggregating approximately $30,200.00.

"The Chancellor further recommended that the present policy of adding any overrealized fee income from the summer session to the Board’s funds be continued.

"The Finance Committee recommends the approval of this budget, including the Chancellor’s recommendations thereon, and with the understanding that detailed summer session budgets by institutions will be prepared at a later date for inclusion in next year’s operating budgets."

The Board approved the summer session budgets, including the Chancellor’s recommendations thereon, with the understanding that the detailed summer session budgets will be prepared at a later date for inclusion in next year’s operating budgets.

Mr. Cabell made the following report on the revised Vanport Extension Center budget:

"The Chancellor reported to the Committee that it had become necessary to revise the budget for the Vanport Extension Center for the present year because of the emergency expenditures necessitated by the flood and subsequent moving of the Center and the drop in student fee income under federal government procedures for veterans. The total income estimated for the present year from student fees is $196,409, while estimated expenditures have risen to $350,530. By utilizing the contingency reserve of $103,845, which was accumulated during the two previous years, the probable deficit is reduced to $50,190, which the Chancellor recommended be covered from the Board’s unappropriated fund."
"The Committee recommends the appropriation of the necessary funds to cover the deficit from the Board’s unappropriated fund."

The Board approved the report of the Committee and the appropriation of the necessary funds to cover the deficit from the Board’s unappropriated fund.

Mr. Cabell presented the following report concerning stores inventories at the several institutions:

"During recent years the value of physical plant supplies and other supplies kept on hand at the major institutions for normal operations and for construction purposes have increased to a point where they exceed considerably the amounts provided from Board funds for inventory purposes. At present the total cost value of supplies in the physical plant supply inventories at the State College and the University and in the medical stores inventories at the University of Oregon Medical School is approximately $171,000. The funds previously appropriated from Board’s funds to cover these accounts aggregate $71,000. The recent increases in the value of the supply inventories are caused principally by higher prices for materials, by the increases in the size of the physical plants, and by various construction and alteration projects being carried on by the institutional physical plant organizations.

"To cover the amounts of the inventories mentioned above, and thereby to conform to proper budgetary and accounting procedures, it is necessary to make available from the Board’s unappropriated fund amounts, not exceeding a total of $115,000, to the operating budgets of the institutions, these amounts to be recorded as operating expenditures during the fiscal year 1948-49.

"In the event any institution needs to increase further the amount of its supply inventories, necessary funds are to be provided within the institutional budgets unless other budget arrangements are approved by the Board. If, at any time in the future, it is possible to reduce the amounts of these inventories substantially, the funds covering them will be reduced by corresponding amounts, and will be returned to the Board’s unappropriated fund.

"The Committee recommends the transfer of $115,000 from the Board’s unappropriated fund to cover the inventories mentioned above, and the methods outlined to cover such inventories in the future."

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

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

"President Strand presented the outline of a proposal to inaugurate two extension projects in marketing with the benefit of matching federal funds and requested authorization of the Board for appearance of representatives of Oregon State College before the State Emergency Board to seek $4,195 as the State’s share in carrying out
the projects. The two fields to be served by extension specialists are seed marketing and livestock marketing. The funds requested would cover the costs of these projects from December 1 to July 1.

"The Committee recommends approval for the representatives of the State College to seek funds through the State Emergency Board to carry out these projects."

The Board authorized representatives of the State College to seek funds through the State Emergency Board to carry out the extension projects as recommended.

President Smith presented a communication received from Dr. Paul E. Rehmus, Superintendent of Schools of the Portland School District, and indicated Dr. Rehmus and his Assistant Superintendent, Dr. Eby, wished to present to the Board the problem of the shortage of elementary teachers.

Superintendent Rehmus indicated that he was appearing before the Board at the suggestion of the Portland Board of Education. He stated that last year Portland employed 225 new elementary teachers and that in the next decade the school system will require 600 additional teachers above the present level of 1,325 elementary teachers, due to the growth of the city and of the elementary school enrollment. He stated that Oregon, in both the public and private teacher training institutions, is turning out only one teacher for every five or six needed. As a possible corrective for this situation, he suggested instituting elementary teacher training at the University and State College and also the establishment of a teacher training institution in Portland.

President Smith then called upon Dr. Gunn, Director of Elementary Teacher Training, for his viewpoint on the problem. Dr. Gunn pointed out that the three Colleges of Education have approximately 760 students enrolled in elementary teacher training. The three institutions have a capacity to handle 1,450 additional trainees in this field, making a total of 2,000 who could be accommodated. Such an enrollment would produce approximately 750 new teachers each year. Dr. Gunn stated that he was doubtful whether the location of an elementary teacher training institution in either a large city or in larger institutions would solve the problem. As evidence he cited the small enrollments in institutions in California and Washington. Dr. Gunn expressed the opinion that the difficulty lies deeper and cited the following three major reasons why students do not go into elementary teacher training:

1. Money. The $2,400 minimum at Portland is not enough to attract people into this field.

2. Status. More prestige is attached to high school teaching and to other careers open to young men and women.

3. Work load. The load in Portland is 29 students per teacher. It should not be more than 25.
President Newbourn remarked that an added difficulty might be the rigid program of professional education courses required in the elementary teacher training curriculum and suggested that more students might enroll if the curriculum was liberalized with more content courses.

President Maaske suggested that a solution might be for each superintendent to send each year from his school graduating class to elementary teacher training approximately the same number of teachers required annually in his school system. Dr. Maaske cited the fact that Portland sent last year only slightly more than 20 students into the three Colleges of Education, whereas it required 226 new teachers. He stated that the guidance program in high schools might be strengthened in the direction of the elementary teacher training program.

The suggestion was made that a liaison officer be appointed to represent the Board in working with the Portland school administrators in improving the elementary teacher situation. The motion was made and passed that the President of the Board appoint such a liaison officer. President Smith thereupon appointed Dr. Henry Gunn to represent the Board in this cooperative program.

Dr. Byrne presented a communication from Reade M. Ireland, President of the Oregon Association of Real Estate Boards, in which Mr. Ireland indicated that the Association, at its annual convention at Bend, adopted a resolution urging that the Board of Higher Education institute more advanced courses in the fundamentals and the practice of real estate in all institutions of higher education where such courses do not now exist. Dr. Byrne indicated that Chancellor Packer had replied to the letter and had submitted to Mr. Ireland a list of the present rather extensive course offerings in the field of real estate. The Board accepted the communication and directed that it be filed.

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

**University**

- **China Weekly Review**
  Gift to the Library of 17 volumes and 3 issues of the China Weekly Review, valued at $100, from the Missionary Research Library, New York City.

- **Research Corporation**
  Gift of $4,000 from the Research Corporation, New York, as a continuation for one year of the Frederick Gardner Cottrell grant to Dr. F. W. Paul for his research project entitled "Research in Vacuum Spectroscopy".

- **W. K. Kellogg Foundation**
  Gift of $12,890 to the Dental School from the W. K. Kellogg Foundation, for the year 1948-49 to cover financial assistance in extending the postgraduate program of the Dental School. The Foundation has also set aside $12,944 for the academic year 1949-50 and $6,658 for the year 1950-51.
<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>U. S. Navy</td>
<td>Grant of $8,750 from the U. S. Navy to the Chemistry Department to extend the research project contract on corrosion phenomena being carried on under the direction of Dr. Pierre J. Van Rysselberghe.</td>
</tr>
<tr>
<td>Cre, Div. of Am. Cancer Society</td>
<td>Grant of $4,625 to the Dental School from the Oregon Division of the American Cancer Society. $2,312.50 of this grant has already been received by the Dental School.</td>
</tr>
<tr>
<td>Lee Moorhouse Collection</td>
<td>Gift of approximately 10,000 photographic negatives, valued at $5,000, from Lessie L. Cornelison, LaVelle Parker, Gertrude Soennelson, Patricia Ward and Marian Hallowell. This is to be a collection of the library and is to be known as the Lee Moorhouse Collection.</td>
</tr>
<tr>
<td>State College</td>
<td><strong>Harriett Morris</strong> Gift of $600 from Miss Harriett Morris to provide a scholarship for a designated student.</td>
</tr>
<tr>
<td>U. S. Public Health Service</td>
<td>Grant of $3,200 from the Federal Security Agency, U. S. Public Health Service, to continue a chemistry research project under the direction of Dr. Vernon H. Cheldelin, Associate Professor of Chemistry.</td>
</tr>
<tr>
<td>Research Corporation</td>
<td>Gift of $1,800 from the Research Corporation, New York, for a continuation of the work of Dr. Allen B. Scott of the Department of Chemistry, on a monatomic gases research project.</td>
</tr>
<tr>
<td>L. A. Courtemanche</td>
<td>Gift of $500 from L. A. Courtemanche, McMinnville, to provide a scholarship for a student in agriculture during the year 1949-50.</td>
</tr>
<tr>
<td>Research Corporation</td>
<td>Gift of $2,200 from the Research Corporation, New York, as a continuation for a year of the Frederick Gardner Cottrell grant to Dr. John L. Huston and Dr. A. V. Logan, on the project &quot;Mechanisms of Organic and Disorganic Reactions.&quot;</td>
</tr>
<tr>
<td>War Department</td>
<td>Grant of $12,000 from the War Department to extend the Army Air Force research project contract on Millimeter Waves.</td>
</tr>
<tr>
<td>Navy Department</td>
<td>Grant of $10,000 from the Navy Department to extend the research project contract on Microwave Optics being performed by the Physics Department.</td>
</tr>
<tr>
<td>Medical School</td>
<td><strong>Portland Fire Fighters Association</strong> Gift of $1,281.65 from the Portland Fire Fighters Association, to be utilized for research work to be conducted by staff members of the Division of Thoracic Surgery in connection with &quot;Blue Baby&quot; operations.</td>
</tr>
<tr>
<td></td>
<td><strong>Frank Frazer Estate</strong> Bequest of $8,508.75 to the Medical School and Doernbecher Hospital from the estate of Frank Frazer of Sublimity, Oregon, to be utilized to establish a research program entitled &quot;The Study of the Recovery of Nerves After Injury&quot;. This bequest was inspired by Henry L. Hansen, the Executor of the estate and close friend of the deceased, in gratitude for certain work performed by Dr. Richard B. Dillehunt on severed nerves in Mr. Hansen's arm several years ago.</td>
</tr>
<tr>
<td></td>
<td><strong>Ellen Black Estate</strong> Bequest of $500 to the Doernbecher Hospital from the estate of Ellen E. Black.</td>
</tr>
</tbody>
</table>
Eastern Oregon College of Education

Fred Spaeth
Gift of $200 from Fred Spaeth, La Grande, for use at the discretion of the President.

Southern Oregon College of Education

Phoenix Lions Club
Gift of $100 from the Phoenix Lions Club to provide a scholarship for a student from Phoenix.

Rogue River Col. Women's Club
Gift of $50 from the Rogue River College Women's Club to provide a scholarship.

Ore. Cong. of Parents and Teach. Portland, to provide five all-tuition scholarships.

CHANGE IN POST-GRADUATE FEE AT MEDICAL SCHOOL
The present fee for special postgraduate refresher courses at the Medical School is $75 per month for the first three months period, $50 per month for the second three months period and $25 per month for each subsequent month. In order to eliminate the necessity of formulating a special contract with the Veterans Administration for veterans enrolled in this program, the Board approved changing this fee to a flat $50 per month, effective October 1, 1948.

REDUCTION IN FED. COOP. EXT. BUDGET DEFICIT
By applying budget savings in the current year, the deficit in the Federal Cooperative Extension budget has been reduced from $26,439.48 to $16,489.48. The Board approved the further reduction of $1,000 in the Director's Reserve, thereby reducing the current deficit to $15,489.48.

INCREASE IN X-RAY DENTAL CLINIC BUDGET
The necessary expansion of x-ray work in the Dental School will automatically increase the estimated income in the X-Ray Dental Clinic from $13,800 to $15,660. The Board approved budgeting this additional $1,860 as follows:

<table>
<thead>
<tr>
<th>Wages</th>
<th>$1,360</th>
</tr>
</thead>
<tbody>
<tr>
<td>Materials</td>
<td>500</td>
</tr>
</tbody>
</table>

DISPOSITION OF SAVINGS FROM LEAVE OF SCHOENFELD AT OSC
The Board approved disposition as follows of salary savings, due to a leave of absence without pay for 21 days for William A. Schoenfeld, Director of the School of Agriculture and Experiment Station, while he served as a member of the Agricultural Activities Committee:

<table>
<thead>
<tr>
<th>School of Agriculture Administration</th>
<th>Materials</th>
<th>$119.21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experiment Station Administration</td>
<td>Wages</td>
<td>168.55</td>
</tr>
<tr>
<td>Extension Service Administration</td>
<td>Director's Reserve</td>
<td>168.54</td>
</tr>
</tbody>
</table>
The Board approved additions as follows to the KOAC budget, funds to be transferred from the General Extension Reserve:

KOAC – Operation and Maintenance (OSC), for broadcasting basketball games from the campuses of the University and State College $106.20

KOAC – Programs (General Extension), for expenses incidental to basketball broadcasts 43.80

KOAC – Programs (General Extension), for adding transcription service at KOAC 500.00

$650.00

Funds which should have been protected to cover outstanding requisitions in the Library at Eastern Oregon College of Education were inadvertently allowed to revert to Board funds at the end of the fiscal year 1947-48. The Board approved the reappropriation of $885.78, to be distributed $190.60 to materials and expense and $695.18 to equipment to cover these requisitions.

When the 1948-49 budgets were approved $6,170 was set up in the budget for the Kellogg Foundation grant at the University of Oregon Dental School. This grant has now been increased to $12,890 and the Board approved budgeting this additional $6,720 as follows, as well as the budgeting of estimated clinic and student fees:

**Estimated Income**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kellogg Foundation Grant</td>
<td>$6,720</td>
</tr>
<tr>
<td>Postgraduate Clinic Fees</td>
<td>975</td>
</tr>
<tr>
<td>Postgraduate Student Fees</td>
<td>9,210</td>
</tr>
<tr>
<td></td>
<td>$16,805</td>
</tr>
</tbody>
</table>

**Estimated Expenditures**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postgraduate Instruction Wages</td>
<td>$8,840</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>995</td>
</tr>
<tr>
<td>Instruction and Clinic Salaries Salaries</td>
<td>4,400</td>
</tr>
<tr>
<td>Child Study Clinic Wages</td>
<td>240</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>1,110</td>
</tr>
<tr>
<td>Institutional Reserve</td>
<td>1,220</td>
</tr>
<tr>
<td></td>
<td>$16,805</td>
</tr>
</tbody>
</table>
MEETING #181 - 12

November 30, 1948

EMPLOYMENT
OF J. D.
KROEKER
TO MAKE
HEATING
SURVEY AT
U OF O

In accordance with action taken at the last Board meeting, the Executive Committee, at a meeting held on November 13, approved the recommendation of President Newburn to employ J. Donald Kroeker to make a study of and submit a report on the University of Oregon heating plant requirements. The Executive Committee also authorized employing Mr. Kroeker to design either the additions to the present heating plant or to design a new plant, including a heating and power generating plant, whenever the Board formally authorizes construction of such a project, provided of course that the services rendered by Mr. Kroeker on the survey are deemed satisfactory. The fee for the survey will be three times the actual cost of technical labor utilized, or $950, whichever is the lesser. To cover this engineering fee, plus $300 for engineering data to be obtained by the University, the Executive Committee also authorized an overdraft of $1,250 to be later covered by the funds allotted for the complete project. The Board voted to confirm the action of the Executive Committee.

DISPOSITION
OF SALARY IN
PLANT PATH.
AT CSC RESULT-
ING FROM
ZELLER.
DEATH

The Board approved disposition as follows of the unused salary funds resulting from the death of Dr. S. M. Zeller, Professor of Plant Pathology at the State College:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>$642.79</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>$1,050.85</td>
</tr>
<tr>
<td>Equipment</td>
<td>$1,777.50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$3,471.24</td>
</tr>
</tbody>
</table>

ADDN TO TRNG. SCH.
BUDGET AT OCE

In order to cover additional training school expenses, the Board approved the transfer of $100 to wages and $800 to materials and expense in the Training School account at Oregon College of Education, funds to be provided from an increase in estimated Kindergarten fee income.

ADDN TO RED SOILS EXP. AREA BUDGET

The Board approved the addition of $1,500 to the materials and expense budget of the Red Soils Experimental Area. This increase is to be made from funds available in the Areas's fees and sales account and is needed for operation during the remainder of the fiscal year.

ADDN TO U OF O BLDG. REPAIRS BUDGET FOR REMODELLING

In order to remodel and redecorate offices in the General Extension Division on the University campus, the Board approved the transfer of $834.90 from the General Extension Division materials budget to the Building Repairs account of the University.

ADDN TO MED. SCHOOL PHY. PLANT BUDGET DUE TO ANIMAL QUARTERS COMPLETION

The new animal quarters at the Medical School provide considerably more floor space than was previously available and results in the necessity for more janitorial service and in increased utility costs. Accordingly, the Board approved an addition to the Medical School physical plant budget as follows, funds to be provided from the Board's Reserve for Maintenance of New Buildings:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Janitorial</td>
<td>$1,960</td>
</tr>
<tr>
<td>Heat and Gas</td>
<td>1,025</td>
</tr>
<tr>
<td>Light and Power</td>
<td>250</td>
</tr>
<tr>
<td>Water</td>
<td>120</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$3,355</td>
</tr>
</tbody>
</table>
ADDN APPROP. TO COVER FIRE HYDRANT INSTALLATION AT MEDICAL SCHOOL

At the October meeting the Board approved an appropriation of $4,000 to supplement a previous appropriation of $4,000 for the purpose of installing fire hydrants and water mains at the Medical School. Bids have been called for on this project and the lowest bid received was $9,945. In order to proceed with the project, the Board appropriated an additional $1,945 for this purpose from the Board's Reserve for Physical Plant Rehabilitation.

BUDGETING OF AMERICAN CANCER SOCIETY GIFT TO DEN. SCHOOL

Salaries - Part-time Pathologist $1,500
Wages 3,000
Materials and expense 125
$4,625

BUDGETING OF NAVY GRANT ON MICROWAVE OPTICS TO OSC

The Board approved budgeting as follows the grant of $10,000 from the Navy Department as an addition to the Microwave Optics Research project being performed by the Physics Department at the State College:

Salaries $5,370.00

J.J. Brady, Transfer

Transfer of J.J. Brady, Professor of Physics, to half-time on the Navy Research Project, for the period September 1, 1948 to June 30, 1949. Salary savings of $2,730 in Physics to be transferred to wages.

M.D. Pearson, Appointment

Appointment of M.D. Pearson as Instructor on the Navy Research Project, at an annual salary rate of $1,650 for half-time, 10-months basis, yearly tenure, effective November 1, 1948.

S.R. Peoples, Appointment

Appointment of S.R. Peoples as Instructor on the Navy Research Project, at an annual salary rate of $1,650 for half-time, 10-months basis, yearly tenure, effective November 1, 1948.

Wages $1,860.00
Materials and expense 305.00
Travel 270.00
Equipment 300.00
Overhead 1,795.00
$10,000.00

ADDN TO EOC GEN. INST. BUDGET FROM STATE WIDE CLASSES BUD.

The Board approved the transfer of $296.67 from the General Extension Division, State Wide Classes wage budget to the General Instruction wage budget at Eastern Oregon College of Education to provide payment for Dr. Martha L. Addy, Professor of Education, to teach a three-hour extension course at Baker during the fall term.
The Board approved the following personnel adjustments at the University, the necessary funds being provided in the 1948-49 budget:

**PERSONNEL**

**W. E. Treadaway**, Appointment
Appointment of Wallace Eugene Treadaway as Assistant Professor of Architecture, at an annual salary rate of $4,400, 10-months basis, yearly tenure, effective January 3, 1949. Requires $2,933.33 in 1948-49 to be transferred from the Institutional Reserve.

**F. G. Everett**, Appointment
Appointment of Dr. Frank G. Everett as Assistant Professor of Dentistry at the Dental School, at an annual salary rate of $2,400 for 50 per cent service, 12-months basis, yearly tenure, effective November 1, 1948. Requires $1,600 in 1948-49 to be provided: $850 from the Institutional Reserve and $750 from the American Cancer Society grant. The Board also approved the transfer of $760 from wages in Pathology to the Institutional Reserve.

**W. L. Swanson**, Promotion
Promotion in rank for Dr. Warren L. Swanson from Instructor to Assistant Professor of Dentistry at the Dental School, with a reduction in time and salary from full-time at $4,200 to half-time at $2,100, effective October 1, 1948. Salary savings of $2,275, due to reduction in time and leave of absence for the months of August and September, to be transferred to the Institutional Reserve.

**E. M. Pallett**, Transfer
Transfer of Dr. Earl E. Pallett, Assistant to the President, to Professor of Education and Director of Teacher Placement, with no change in salary, rank or tenure, effective January 1, 1949. Requires $3,600 in 1948-49 to be transferred from the Institutional Reserve to the Teacher Placement Office budget. Salary savings of $3,600 in the President's Office to be retained in the budget pending appointment of a successor.

**J. K. Smith**, Extension of leave of absence
Extension of leave of absence without pay for Jessie May Smith, Assistant Professor of Business Administration, for the winter and spring terms, to allow her to continue work towards her Ph.D. degree at Columbia University. Salary savings of $2,650 in 1948-49 to be retained in the budget pending appointment of substitute assistance.

**R. Picard**, Delay in appointment
Delay in effective date of appointment of Rene Picard, Assistant Professor of Romance Languages, from September 1 to October 1, 1948. Salary savings of $210.31 in 1948-49 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 1948-49 budget:

**A. Halvorson**, Appointment
Appointment of Alfred R. Halvorson as Assistant Superintendent in charge of Soils Research in the Klamath Experimental Area, at an annual salary rate of $4,500, rank of Assistant Professor, 12-months basis, yearly tenure, effective January 16, 1949. Requires $2,068.55 in 1948-49 to be transferred from the wage budget.
Meeting #181 - 15

F. R. Zeran, Appointment
Appointment of Franklin R. Zeran, Associate Dean of Education, to the additional position of Director of Summer Sessions at Oregon State College, with no change in salary, rank or tenure, effective July 1, 1949. No change in budget.

D. K. Law, Appointment
Appointment of Duncan K. Law as Research Assistant in the Seafoods Laboratory, Department of Food Technology, at an annual salary rate of $2,750, plus perquisites valued at $240 per year, rank of Instructor, 12-months basis, yearly tenure, effective November 1, 1948. This is a new position and requires $1,840 in 1948-49 to be transferred from the wage budget.

Establishment of Grad. Assistant Position in Education
Establishment of a position of Graduate Assistant in Education, for the winter and spring terms, at a salary rate of $533.33 for the two terms. Requires $533.33 in 1948-49 to be transferred from the Institutional Reserve.

G. B. Davis, Reallocation of time
Reallocation of the time of George B. Davis, Assistant Professor in the Experiment Station Department of Agricultural Economics, from full-time in the Experiment Station to 83 per cent time in the Experiment Station and 17 per cent time in the Bureau of Agricultural Economics, for the period October 1, 1948 to June 30, 1949. The Bureau of Agricultural Economics of the United States Department of Agriculture will pay $33 a month on the salary of Mr. Davis during this period. Salary savings of $750 in the Experiment Station budget to be transferred to the requisition account of the Agricultural Economics Department.

M. Wilson, Reallocation of salary
Reallocation of salary for Maud Wilson, Professor of Home Economics Research in the Experiment Station, from $4,500 in Home Economics Research and $1,000 in Regional Research, Trustee Funds, to $5,500 in Home Economics Research. Requires $1,000 in 1948-49 to be transferred from the wage budget.

R. A. Ingalls, Delay in Appointment
Delay in effective date of appointment of R. A. Ingalls, Assistant Professor in the Experiment Station Department of Farm Crops, from August 1 to November 1, 1948. Salary savings of $1,000 to be transferred to the requisition budget.

L. F. Remmert, Delay in appointment
Delay in effective date of appointment of L. F. Remmert, Assistant Professor in the Experiment Station Department of Agricultural Chemistry, from September 1 to November 1, 1948. Salary savings of $666.66 in 1948-49 to be transferred to the wage budget.

M. H. Oveson, Transfer
Transfer of M. H. Oveson, Superintendent of the Sherman Branch Experiment Station, to Superintendent of the Pendleton Branch Experiment Station, with an increase in salary from $5,300 to $6,300, effective October 1, 1948. Mr. Oveson's salary has formerly been paid 53 per cent by the Sherman Branch Station and 47 per cent by the United States Department of Agriculture. Mr. Oveson will maintain certain duties at the Sherman Branch Station and 20 per cent of his salary will continue to be paid by that Station. In addition to the 47 per cent of Mr. Oveson's salary now paid by the United States Department of Agriculture it will pay that portion of his salary for his position.
at the Pendleton Branch Station, making a total of 80 per cent paid by the United States Department of Agriculture. Salary savings of $1,350 in the Sherman Branch Station to be transferred to the requisition budget of that Station. A recommendation will be submitted at a later date transferring George A. Mitchell from the Superintendency of the Pendleton Branch Experiment Station to the Sherman Branch Experiment Station.

<table>
<thead>
<tr>
<th>Name</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>R. Highsmith, Jr.</td>
<td>Leave of absence, without pay, for Richard M. Highsmith, Jr., Assistant Professor of Geography, for the winter and spring terms, to complete his doctoral requirements in geography at the University of Washington; and the appointment of Miss Estelle Rankin as Assistant Professor of Geography, for the winter and spring terms, at a salary rate of $325 per month. Salary savings of $160 in 1948-49, due to replacement at lesser rate, to be transferred to the Institutional Reserve.</td>
</tr>
<tr>
<td>H. B. Howell</td>
<td>Sabbatical leave on full salary for H. B. Howell, Superintendent of the Astor Experiment Station, for the period January 1 to April 30, 1949, for observation and study of procedures and developments in experiment stations in the central west and southeast. No change in budget.</td>
</tr>
<tr>
<td>G. L. Hayes,</td>
<td>Resignation of G. Lloyd Hayes, Assistant Professor of Forest Management, effective December 31, 1948, to accept a position with the Pacific Northwest Forest and Range Experiment Station at Portland; and the appointment of Ray A. Yoder as Assistant Professor of Forest Management, at an annual salary rate of $3,900, 10-months basis, yearly tenure, effective January 1, 1949. Salary savings of $25,34 in 1948-49, due to replacement at lesser rate, to be transferred to the Institutional Reserve.</td>
</tr>
</tbody>
</table>

The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1948-49 budget:

<table>
<thead>
<tr>
<th>Name</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>J. E. Harris</td>
<td>Salary adjustment for Dr. John E. Harris, Research Associate in Ophthalmology, from $960 to $1,200, 50 per cent time, effective October 1, 1948. Requires $130 in 1948-49 to be transferred from the requisition budget of the Markle-Swan Research account.</td>
</tr>
<tr>
<td>A. W. Chance</td>
<td>Retirement with emeritus status of Dr. Arthur W. Chance, Professor and Head of the Division of Dental Medicine, effective November 1, 1948; and the appointment of Dr. Harold J. Noyes, Dean of the Dental School, as Head of the Division of Dental Medicine, volunteer basis, effective November 1, 1948. Dr. Chance also served on a volunteer basis. No change in budget.</td>
</tr>
</tbody>
</table>

The Board approved the following personnel adjustment at Oregon College of Education, the necessary funds being provided in the 1948-49 budget:

<table>
<thead>
<tr>
<th>Name</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>E. Henkle</td>
<td>Sabbatical leave on full salary for Miss Emma Henkle, Associate Professor of Education, for the spring term, to attend San Francisco State College. No change in budget.</td>
</tr>
</tbody>
</table>
The Board approved the following personnel adjustments at Eastern Oregon College of Education, the necessary funds being provided in the 1948-49 budget:

S. A. Powell, Appointment
Appointment of Dr. Sarah Ann Powell as Acting Assistant Professor in Psychology, for the winter and spring terms, 40 per cent time at a rate of $333.33 per term. Requires $1,066.67 in 1948-49 to be provided from an unfilled $3,400 assistant professorship in the budget. Remaining $2,333.33 to be retained in the budget.

R. L. Skeen, Reallocation of time
Reallocation of the time of Dr. Roy L. Skeen, Professor of Psychology, from 96 per cent time in General Instruction and 4 per cent time in the Veterans Testing Bureau, to 50 per cent time in the Registrar's Office and 50 per cent time in General Instruction, effective January 1, 1949 to allow him to serve as Acting Registrar and Counselor for Men during the sabbatical leave of Iyle H. Johnson, Registrar and Counselor for Men. Requires $1,250 in 1948-49 in the Registrar's Office to be provided by transferring $1,150 from the General Instruction salary budget and $100 from the $1,020 savings in the Registrar's Office budget resulting from Mr. Johnson's leave. Remaining $980 to be transferred to wages in the Registrar's Office.

Dr. Kleinsorge, Chairman of the Buildings, Grounds and Capital Outlay Committee, indicated that the Building Committee met on the Oregon State College campus on November 13 and inspected and officially accepted the new Women's Dormitory recently completed on that campus.

Mr. Smith extended to the University of Oregon football team and to its coaching staff the congratulations of the Board on the team's record of being unbeaten in and co-champions of the conference and on its invitation to play in the Cotton Bowl at Dallas, Texas.

The Board adjourned at 11:50 a.m.

EDGAR W. SMITH, President

CHARLES D. BYRNE, Secretary