STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
April 25, 1950
10:10 A.M.

MEETING #192
A regular meeting of the State Board of Higher Education was held at the Benson Hotel, Portland, Oregon, on April 25, 1950.

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 Metschan
Edgar W. Smith

Absent: A. S. Grant and Herman Oliver,

There were also present: Chancellor Paul C. Packer; Dr. Charles D. Byrne, Secretary of the Board; President Harry K. Newburn of the University of Oregon; President A. L. Strand of Oregon State College; President Henry M. Gunn of Oregon College of Education; President Roben J. Maaske of Eastern Oregon College of Education; President Elmo N. Stevenson of Southern Oregon College of Education; Dean D. W. E. Baird of the University of Oregon Medical School; Dean J. F. Cramer of the General Extension Division.

RE ABSENCE OF GRANT AND OLIVER

President Smith reported that Mr. Grant and Mr. Oliver had called him and indicated they would be unable to attend 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 March 14, 1950 and approved the minutes of this meeting as they appeared in the docket.

APPOINTMENT OF ARCHITECT TO PLAN ADD’N TO COMMERCE AND OREGON HALL AT U OF O

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

"Advanced planning funds have been made available by the Federal Government to employ an architect for the design of an addition to Commerce Hall and Oregon Hall at the University of Oregon. President Newburn recommends that the firm of Wick and Hilgers, which designed the Music Building Addition, be employed for this project on the basis of 5½ per cent of the cost of the work, with 1/2 of 1 per cent of this fee to be expended for engineering services.

"The Building Committee concurs in this recommendation and recommends that proper Board officials be authorized to sign the contract."
The Board approved the report of the Committee and the recommendations contained therein.

Dr. Kleinsorge reported as follows on the construction of greenhouses at Oregon State College:

"The 1949 Legislature made available $22,500 for the construction of greenhouses for potato seed testing and research at Oregon State College. This appropriation was to be released upon its being matched by a similar amount. The Potato Commission will have on hand June 1 a sufficient amount to match this appropriation, making $45,000 available for the project.

"President Strand presented the preliminary plans, which include four greenhouse units and an adjacent utility building, which will house a separate heating plant. This project is a part of a long-time plan for a battery of greenhouses to service all the research work of the institution.

"The Committee is recommending approval of the plans as submitted, and is also recommending authorization to obtain bids through the Board of Control and awarding the contract at the earliest possible date."

The Board approved the plans as submitted and authorized obtaining bids on the project through the Board of Control.

Dr. Kleinsorge made the following report on the remodelling of a portion of the Medical Science Building at the Medical School:

"With the completion of the new Laboratory and Administration Building at the Medical School and the moving of certain departments from the Medical Science Building into the new structure, it becomes necessary to remodel certain portions of the second and third floors of the Medical Science Building. Dean Baird reported that the vacated space has been redesigned for use by the Departments of Surgery, Ophthalmology, Surgical Anatomy, and Bacteriology.

"Architects have completed the plans and specifications for this remodelling and have estimated the cost at approximately $68,000. There remains approximately $38,000 from the original budget of the new Administration and Classroom Building for this remodelling. It will be necessary to supplement this amount by an additional $30,000. It is the recommendation of the Building Committee that this additional $30,000 be made available from general funds rather than taking additional funds from the State Building Fund for hospital purposes."
"The Building Committee inspected the plans as submitted and recommends approval. It also recommends that the Secretary of the Board be authorized to advertise for bids on the project and fix a time for the bid opening with the architects. In order that the construction on the project may not be delayed, the Committee also recommends that the Building Committee be authorized to award the contract and that the Building Committee, with the Executive Committee, be authorized to approve the necessary funds required to supplement the $38,000 now available."

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

Dr. Kleinsorge presented the following report on the request for additional advanced planning funds from the General Services Administration:

"The Secretary of the Board reported to the Building Committee that the General Services Administration, Bureau of Community Facilities, had notified him that additional funds might be available to cover the cost of advanced planning of buildings. Inasmuch as these funds to cover the preparation of plans up to the bidding stage do not have to be repaid until actual construction proceeds on the project, the Building Committee unanimously agreed that it would be desirable to file applications in order that the Board may have some of its more immediate projects in shape for actual bidding if and when funds are available.

"The Building Committee is, therefore, recommending that the Secretary of the Board be authorized to file with the General Services Administration, Bureau of Community Facilities, applications for advanced planning funds for the following projects: a Biological and Agricultural Sciences Building at Oregon State College costing approximately $2,400,000; an addition to and remodelling of the Journalism Building at the University of Oregon costing approximately $500,000."

The Board approved the report of the Committee and authorized applying for federal funds for advanced planning of buildings as recommended.

The Secretary then presented the following resolution:

RESOLUTION

WHEREAS, the State of Oregon Acting By and Through the State Board of Higher Education on Behalf of Oregon State College, herein called the "Applicant", after thorough consideration of the various aspects of the problem and study of available data has hereby determined that the construction of certain public works, generally described as the Biological and Agricultural Sciences Building, is desirable and in the public interest and to that end it is necessary that action preliminary to the construction of said works be taken immediately; and
WHEREAS, under the terms of Public Law 352, 81st Congress, approved October 13, 1949, the United States of America has authorized the making of advances to public bodies to aid in defraying the cost of architectural, engineering, and economic investigations and studies, surveys, designs, plans, working drawings, specifications, procedures and other action preliminary to the construction of public works (exclusive of housing); and

WHEREAS, the applicant has examined and duly considered such act and the applicant considers it to be in the public interest and to its benefit to file an application under said act and to authorize other action in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY the State Board of Higher Education, the governing body of said applicant, as follows:

1. That the construction of said public works is essential to and is to the best interests of the applicant, and to the end that such public works may be provided as promptly as practicable it is desirable that action preliminary to the construction thereof be undertaken immediately;

2. That Dr. Charles D. Byrne, Secretary of the State Board of Higher Education be hereby authorized to file in behalf of the applicant an application (in form required by the United States and in conformity with said act) for an advance to be made by the United States to the applicant to aid in defraying the planning cost preliminary to the construction of such public works, which shall consist generally of a Biological and Agricultural Sciences Building on the campus of Oregon State College at Corvallis, Oregon;

3. That if such advance be made the applicant shall provide or make necessary arrangements to provide such funds, in addition to the advance, as may be required to defray the cost of such action preliminary to the construction of the public works;

4. The said representative is hereby authorized to furnish such information and take such other action as may be necessary to enable the applicant to qualify for the advance;

5. That the officer designated in the preceding paragraph is hereby designated as the authorized representative of the applicant for the purpose of furnishing to the United States such information, data and documents pertaining to the application for an advance as may be required; and otherwise to act as the authorized representative of the applicant in connection with this application;
6. That certified copies of this resolution be included as part of the application for an advance to be submitted to the United States.

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
Leif S. Finseth
R. E. Kleinsorge
Cheryl S. MacNaughton
Phil Metschan
Edgar W. Smith

and the following voting nay: None.

The President thereupon declared said resolution adopted.

The Secretary then presented the following resolution:

RESOLUTION

WHEREAS, the State of Oregon, Acting By and Through the State Board of Higher Education on Behalf of the University of Oregon, herein called the "Applicant", after thorough consideration of the various aspects of the problem and study of available data has hereby determined that the construction of certain public works generally described as an addition to and remodelling of the existing Journalism Building, is desirable and in the public interest and to that end it is necessary that action preliminary to the construction of said works be taken immediately; and

WHEREAS, under the terms of Public Law 352, 81st Congress, approved October 13, 1949, the United States of America has authorized the making of advances to public bodies to aid in defraying the cost of architectural, engineering, and economic investigations and studies, surveys, designs, plans, working drawings, specifications, procedures and other action preliminary to the construction of public works (exclusive of housing); and

WHEREAS, the applicant has examined and duly considered such act and the applicant considers it to be in the public interest and to its benefit to file an application under said act and to authorize other action in connection therewith;

NOW, THEREFORE, BE IT RESOLVED by the State Board of Higher Education, the governing body of said applicant, as follows:

1. That the construction of said public works is essential to and is to the best interests of the applicant, and to the end that such public works may be provided as promptly as practicable it is desirable that action preliminary to the construction thereof be undertaken immediately;
2. That Dr. Charles D. Byrne, Secretary of the State Board of Higher Education, be hereby authorized to file in behalf of the applicant an application (in form required by the United States and in conformity with said act) for an advance to be made by the United States to the applicant to aid in defraying the planning cost preliminary to the construction of such public works, which shall consist generally of an addition to and remodelling of the existing Journalism Building, on the campus of the University of Oregon at Eugene, Oregon;

3. That if such advance be made the applicant shall provide or make necessary arrangements to provide such funds, in addition to the advance, as may be required to defray the cost of such action preliminary to the construction of the public works;

4. The said representative is hereby authorized to furnish such information and take such other action as may be necessary to enable the applicant to qualify for the advance;

5. That the officer designated in the preceding paragraph is hereby designated as the authorized representative of the applicant for the purpose of furnishing to the United States such information, data and documents pertaining to the application for an advance as may be required; and otherwise to act as the authorized representative of the applicant in connection with this application;

6. That certified copies of this resolution be included as part of the application for an advance to be submitted to the United States.

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
Leif S. Finseth
R. E. Kleinsorge
Cheryl S. MacNaughton
Phil Metschan

Edgar W. Smith

and the following voting nay: None.

The President thereupon declared said resolution adopted.

Dr. Kleinsorge made the following report on the awarding of bids on the equipment for the Science Classroom and Laboratory Building at the University of Oregon:

"The Building Committee opened bids on the equipment specifications for the Science Classroom and Laboratory Building at the University of Oregon yesterday afternoon. Two bids were submitted. Because of the limited funds available, the Committee,
upon recommendation of the University officials, decided to award the contract with Alternate A and B eliminated. The low bidder, on this basis, was the Kewanee Manufacturing Company. The Committee is recommending that the contract be awarded to this company at a contract price of $172,690 and that the proper officers of the Board be authorized to sign the contracts. Funds to cover the contract price are available from the state building fund within the construction budget approved by the Board for the building."

The Board approved awarding the equipment bids on the Science Classroom and Laboratory Building at the University as recommended.

AWARDING BIDS ON LIBRARY AND CHURCHILL HALL REMODELLING AT SOCCE

Dr. Kleinsorge reported that bids had been opened at 9:00 A.M. on the Library-Classroom Building and Churchill Hall Remodelling project at Southern Oregon College of Education. On the Library-Classroom Building six bids were received on the general work, seven bids on the mechanical work and six bids on the electrical work. On the Churchill Hall Remodelling project six bids were received on the general work and seven bids on the mechanical work.

The low bids on the Library Building, with all alternates included, were submitted by the following:

General - Settergren-Wiley Co., Portland $197,548.00
Mechanical - Rogue River Hardware, Grants Pass 45,935.50
Electrical - Ace Electric Company, Portland 16,469.00

$259,952.50

On the Churchill Hall Remodelling project the low bids were as follows:

General - Ausland & Dodson, Ashland $ 5,950.00
Mechanical - Rogue River Hardware, Grants Pass 2,974.45

$ 8,924.45

Since sufficient funds are available in the construction budget to cover the library project on the basis of the complete building, with all alternates included, the Building Committee is recommending the awarding of the contracts to the low bidders, subject to the approval of the use of state building funds by the Board of Control and the Emergency Board. The Building Committee is also recommending the awarding of contracts to the two low bidders on the Churchill Hall Remodelling project.

The Board approved the report of the Building Committee on the construction projects at Southern Oregon College of Education and voted to award the contracts to the firms listed in the Committee's report.
1950-51 OPERATING BUDGET

Mr. George F. Chambers, Acting Chairman of the Finance Committee, presented the following report:

"The annual operating budget for the fiscal year 1950-51 was considered by the Finance Committee yesterday with other members of the Board and institutional executives present. In general, the budget as presented by the Chancellor, follows the general plan approved at the meeting of the Finance Committee on March 13, 1950.

"For the operation of the campus instructional units of the State System the budget as submitted calls for expenditure of $10,873,956.18 from unrestricted funds. In addition there is budgeted from restricted funds, chiefly for the operation of the Dental School, the hospitals and clinics of the Medical School, and the programs of Agricultural Research and Federal Cooperative Extension the sum of $4,695,070.99. The recommended 1950-51 budget from both unrestricted and restricted funds is $15,569,027.17. This represents an increase of approximately 2.7 per cent over the original budgets for the year 1949-50. The increase is occasioned principally from increased demands for various state-wide services financed from student fees in extension classes, from sales and service fees in the Agricultural Extension Service and the Experiment Stations, from gifts and grants for special research and from other non-state funds. In general, the level of expenditures from state funds for the regular campus instructional activities will be approximately the same as for the current year.

"The Committee calls attention to the fact that of this total budget, approximately $4,566,134.00, or 30 per cent, comes from non-state sources, such as student fees, federal funds, county funds, gifts and other sources. This leaves the annual budget for all purposes from state tax funds at $11,002,893.17. The state funds for the eight campus instructional units amount to $8,313,537.00. The distribution of the recommended total budget for all purposes is as follows:

- University of Oregon: $2,877,792.19
- University of Oregon Dental School: 515,418.89
- University of Oregon Medical School: 930,266.83
- University of Oregon Medical School Teaching Hospitals and Clinics: 698,665.25
- Oregon State College: 4,163,632.37
- Federal Cooperative Extension: 1,527,092.04
- Agricultural Experiment Station: 1,625,134.47
- Oregon College of Education: 387,029.00
- Southern Oregon College of Education: 300,009.74
- Eastern Oregon College of Education: 272,340.05
- General Extension Division: 903,407.00
- Centralized Activities: 246,223.26
- Board's Reserves for Special Purposes: 849,128.07
- Board's Unappropriated Fund: 272,688.01

$15,569,027.17
"The Board's Special Reserves provide for such items as the state retirement assessment, $375,479; physical plant operation of new buildings, $87,575.17; equipment acquisitions, $172,600; land purchase reserve, $30,000; and other reserves for special purposes. A relatively small expansion in professional staff is provided, the increase being 16 staff members for all of the units of the System. Most of the staff additions come in the off-campus units, such as General Extension, Federal Cooperative Extension and Agricultural Research where the demands for service are increasing. Actual reductions in staff have been made at the University of Oregon and Oregon State College.

"No general increase has been made in staff salaries for the System. Because the last Legislature did not provide the necessary funds it is impossible in this budget to include the usual annual merit step increases for all Civil Service employees. A limited number of increases, amounting to approximately 15 per cent of the total of all Civil Service employees, has been included for the most deserving cases.

"Board members will recall that the 1949 Legislature provided a fund sufficient to make merit increases of approximately 10 per cent for the professional staffs of the several institutions. A sufficient amount of this fund was held back for the second year of the biennium to provide for a limited number of merit increases to be applied in the 1950-51 budget. In the over-all upgrading of salaries for professional staff, these recommended additions will make very little difference in the schedule for the several ranks. The Chancellor, in his report to the Finance Committee, calls attention to the fact that the salary adjustments made last year bring the salary averages more nearly up to levels of other comparable institutions. He adds, however, that other institutions with which Oregon has to compete for staff members have been making additional adjustments especially in the upper ranks; thereby creating a further salary differential which cannot be ignored.

"Members of the Finance Committee have studied carefully the application of funds available in this 1950-51 budget. While the Committee is aware of many further needs of the institutions, it does feel that the budget makes the most effective use of the funds available. It is, therefore, the recommendation of the Committee that the budget for the year 1950-51 and the personnel adjustments contained in the 'Chancellor's Report to the Finance Committee' and in the volume 'Budget Summaries and Personnel Adjustments for the Fiscal Year Ending June 30, 1951' be adopted as submitted by the Chancellor."

The Board approved the report of the Committee and the recommendations contained therein.
Mr. Chambers completed the report of the Finance Committee as follows:

"President Newburn reported that the City of Eugene was desirous of paving the unpaved center strip of Agate Street from Franklin Boulevard to 18th Avenue. This is the street immediately east of Hayward Field. The University’s share of the cost of this paving is estimated at $3,200. Since this improvement will greatly benefit the University campus, the Committee is recommending that not to exceed $3,500 be appropriated for this project from the Board’s unappropriated fund."

The Board approved the report of the Committee and the appropriation of not to exceed $3,500 for the project from the Board’s unappropriated fund.

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

"Board members present at yesterday’s committee meetings heard a presentation on the elementary teacher education problem in Oregon by a committee representing the superintendents of first-class school districts and by representatives of other groups interested in education. One of the chief proposals of the superintendents committee was to inaugurate programs of elementary teacher education at the University of Oregon, Oregon State College and the Vanport Extension Center. In the afternoon following this hearing, five Board members heard a discussion of the problem by the presidents of the three Colleges of Education with added comments by Chancellor Packer and Presidents Newburn and Strand. It is impossible to record in the minutes all the significant elements that came out in these discussions. The Committee of the Whole, however, is making a recommendation to the Board that the matter of expanding the elementary teacher training offerings to other than the three Colleges of Education be referred to the Director of Elementary Teacher Education and the Chancellor for study and report at the June meeting of the Board."

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

President Smith made the following appointments to represent the Board at the several commencement exercises and to approve the degree lists:

- University of Oregon, June 11
- Oregon State College, June 5
- Oregon College of Education, June 7
- Eastern Oregon College of Education, June 9
- Southern Oregon College of Education, June 7
- Medical School, June 16
- Dental School, June 15

A. S. Grant
Edgar W. Smith
Henry F. Cabell

George F. Chambers
R. E. Kleinsorge
Henry F. Cabell
Henry F. Cabell
Mr. Smith indicated that he and Dr. Kleinsorge attended the meeting sponsored by the Joint Commission on Teacher Recruitment in cooperation with the Oregon Education Association, which heard the so-called "McDonald Report." Mr. Ralph McDonald, author of the "McDonald Report," is the Executive Secretary of the National Commission on Teacher Education and Professional Standards of the National Education Association. Mr. Smith indicated that, in line with comments made by Superintendent Rehmus at the meeting, he asked Superintendent Rehmus and the Director of General Extension of the State System to make a report in connection with elementary teacher training, with particular reference to the Portland situation. The report was made to Mr. Smith a week ago and he stated that he was turning it over to the committee that was appointed by the Board to make the study of the entire situation, to be included in the general report on elementary teacher training.

President Smith reported that the schools of Business Administration of the Northwest attempt to hold their meetings in connection with the Pacific Northwest Trade Association meetings. The University of Washington, through Mr. Smith, invited the Dean of the School of Business Administration at the University and the Dean of the School of Business and Technology at the State College to the conference, which was held in Vancouver, B. C. Mr. Smith indicated that he had been requested by the Directors of the Pacific Northwest Trade Association to convey their thanks for the attendance at the meeting of Dean Maser of Oregon State College and seven of his staff members who, although they had late appointments in Corvallis, drove most of the night to attend the meeting.

Mr. Smith presented a letter from George Putnam, Editor and Publisher of the Salem Capital Journal, urging the Board to confirm the appointment of Dr. Gordon Sabine as Dean of the School of Journalism at the University.

Chancellor Packer recommended to the Board the appointment of President Roben J. Maae of Eastern Oregon College of Education as President of Oregon College of Education and Director of Elementary Teacher Training, at an annual salary of $9,000, rank of Professor, 12-months basis, indefinite tenure, effective July 1, 1950. Chancellor Packer also recommended the appointment of Roderick G. Langston as President of Eastern Oregon College of Education, at an annual salary of $7,500, rank of Professor, 12-months basis, indefinite tenure, effective July 1, 1950. The Board approved the appointments as recommended.

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

**University**

**Gifts**

- Hillside Catlin School: Gift of $156 to the University Theatre-Ethel Sawyer Fund from friends and students of Hillside Catlin School of Portland.
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J. B. Burleson Gift of $100 to the University of Oregon Scholarship Fund from J. B. Burleson of Dallas, Texas, to be awarded to a Business Administration student from McMinnville High School.

University of Oregon Dads Gift of $1,000 from the University of Oregon Dads to the Donald M. Erb Memorial Scholarship Fund.

Oregon State Board of Health Gift of $1,255 from the Oregon State Board of Health to the Dental School to be used for the operation of the Caries Diagnostic Laboratory Service.

W. K. Kellogg Foundation Gift of $2,327.47 from the W. K. Kellogg Foundation to the Dental School to be used in connection with the post-graduate dental education program.

State College

National Institute of Health Gift of $2,210 from the National Institute of Health, Bethesda, Maryland, covering the second half of the grant for the project on Pantathetic Acid Research under the direction of Dr. Vernon H. Cheldelin of the Department of Chemistry.

American Cancer Society, Inc. Grant-in-aid of $3,996 to the Zoology Department, from the American Cancer Society, Inc., New York City, to be used for the support of a research project entitled, "Role of Nucleic Acids in Cellular Proliferation and Histogenesis", under the direction of Dr. Ernst J. Dornfeld.

Bureau of Reclamation Gift of $750 from the Bureau of Reclamation to the Malheur Experimental Area to cover wages of an employee assigned to irrigation studies in that area.

Medical School

U. S. Public Health Service Grant of $4,995 from the U. S. Public Health Service through the National Institute of Health, Bethesda, Maryland, to be utilized for research under the direction of Dr. John M. Brookhart, Associate Professor of Physiology.

Oregon Medical School Alumni Association Gift of $950 from the University of Oregon Medical School Alumni Association to be utilized for out-of-state travel for specified members of the staff.

Harvey N. Black Gift of $100 to the Doernbecher Memorial Hospital from Harvey N. Black, Portland. This is to be deposited in the L. Howard Smith Memorial Fund and is to be utilized to help establish a premature infant ward in the Hospital in Dr. Smith's memory.

American Cancer Society, Inc. Grant of $6,000 from the American Cancer Society, Incorporated, New York, to be utilized for a project entitled "Attempt to Obtain Long-Term Growth of Normal and Malignant Cells in Narrow Culture", under the direction of Dr. Edwin E. Osgood, Head of the Division of Experimental Medicine.
American Cancer Society, Inc.

Grant of $2,000 from the American Cancer Society, Incorporated, New York City, to be utilized for a research project entitled "Aven Osteopetrosis as Induced with Blood from Patients with Leukemia", under the direction of Dr. Arthur W. Frisch.

Eastern Oregon College of Education

Mrs. Mac Hoke

Gift of $450 from Mrs. Mac Hoke, Pendleton, for use in completing a memorial to Mr. Hoke, former Board member.

California-Pacific Utilities Co.

Gift of four $90 all-tuition freshman scholarships from the California-Pacific Utilities Company, Baker, to be awarded one each in Union, Baker, Grant and Harney Counties.

CHANGE IN DESIGNATION OF GRANGER AND MILHOLLEN FARMS

The Board approved a change in designation of the Granger Farm and the Milhollen Farm, which are located east of Corvallis. The present names have no particular significance. The Granger Farm, long used for farm crops experimental work will be designated as the "George Hyslop Farm" in memory of Professor George Hyslop, for many years head of the Farm Crops Department. The Milhollen Farm will be designated as the "Lewis-Brown Horticultural Station" honoring the late Professors Lewis and Brown who were long identified with the early horticultural development of the State of Oregon.

Funds for Advanced Planning of Home Ec. Bldg. at OSC Approved

At the December 13, 1949 meeting the Secretary of the Board was authorized to file an application with the General Services Administration for an advance of $29,000 for the preparation of plans for an addition to and remodeling of the Home Economics Building at Oregon State College, this advance to be repaid to the federal agency if and when construction of the building is started. Notification has been received from the General Services Administration Office in Seattle that this advance of $29,000 has been approved. The Board accepted this offer and authorized the Secretary of the Board to sign the necessary documents and take such other steps as may be required.

Funds for Advanced Planning of Business Ad. Bldg. at U of O Approved

At the December 13, 1949 meeting the Secretary of the Board was authorized to file an application with the General Services Administration for an advance of $27,000 for the preparation of plans for an addition to and remodeling of the Business Administration Building at the University of Oregon, this advance to be repaid to the federal agency if and when construction of the building is started. Notification has been received from the General Services Administration Office in Seattle that this advance of $27,000 has been approved. The Board accepted this offer and authorized the Secretary of the Board to sign the necessary documents and take such other steps as may be required.

Med. School To Sign Petition for Street Vacation

A group of owners of property adjoining Southwest Ninth Avenue near the Medical School wished to file a petition to vacate a portion of this street. The proposed area to be vacated is about 100 feet long and lies between the northerly line of the U. S. Veterans Hospital Road and the easterly extension of the north line of Block 71, Portland City Homestead. This street is not improved and is located
on a steep hillside between the Veterans Hospital Road and Southwest Gibbs Street. As a property owner lying within 400 feet of this area, it is necessary that the petition be signed on behalf of the Medical School if the required number of signatures are to be obtained. The Medical School has no objection to this street vacation. Therefore, the Board authorized William Zimmerman, Business Manager of the Medical School, to sign the petition on behalf of the Medical School.

ADDN. TO EXPERTMENT STATION

The Board approved transfers to various Experiment Station requisition accounts as follows, funds to be provided from the Director's Reserve:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Animal Husbandry</td>
<td>$2,727.00</td>
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<tr>
<td>Dairy Husbandry</td>
<td>1,300.00</td>
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<tr>
<td>Fish and Game</td>
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<td>Poultry</td>
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<td>Farm Crops</td>
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<td>Seafoods Laboratory</td>
<td>500.00</td>
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<td>Agricultural Chemistry</td>
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<td>Bacteriology</td>
<td>293.00</td>
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<tr>
<td>Umatilla Branch Station</td>
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<tr>
<td>The Dalles Experimental Area</td>
<td>1,050.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$12,056.80</strong></td>
</tr>
</tbody>
</table>

ADDN. TO EDUCATIONAL EXTENSION

The entire amount of the annual Educational Extension appropriation of $40,000 for the calendar year 1949 was expended during the first six months of 1949; whereas normally $20,000 of this fund should have been reserved for expenditures during the first six months of the fiscal year 1949-50. In order to correct this situation, the Board approved a reduction in the Director's Reserve for Federal Cooperative Extension in the amount of $20,000.

ADDN. TO ARCHITECTURE AT U OF O

The Board approved the transfer of $600 from the Institutional Reserve to the wage budget of the School of Architecture and Allied Arts at the University, to cover the employment of temporary part-time assistance in Architecture.

ADDN. TO BUILDING REPAIRS BUDGET AT U OF O

The Building Repairs budget at the University for day-to-day operations is inadequate to take care of the increased demands resulting from the fact that many of the older buildings are in poor condition. The Board approved the transfer of $5,000 from the Institutional Reserve to the Building Repairs budget to cover these increased operating costs.

TRANSFER OF CIVIL SERVICE PAY ADJUST. ACCT. AT U OF O

The Board approved the transfer of the balance of $1,658 in the Reserve for Civil Service Pay Adjustments account to the Institutional Reserve. Civil Service pay adjustments recommended at the University for the 1950-51 budget will require the utilization of this reserve plus additional funds from the Institutional Reserve and this transfer will simplify the budgeting.
The Board approved the transfer of $2,000 to the Experiment Station of Agricultural Economics from the Director's Reserve. The funds involved are Regional Research funds set up for the study of the marketing of deciduous fruits. The disposition of these funds was somewhat uncertain last fall so they were transferred to the Director's Reserve pending completion of plans for their expenditure. These funds have now been returned to that department.

The Board approved the addition of $1,000 to the equipment budget of the Southern Oregon Agronomic Project, funds to be provided from unbudgeted Fees and Sales funds.

The Board approved budget adjustments as follows in the School of Engineering at Oregon State College:

To: Institutional Reserve $4,391.39

From: General Engineering - Salaries $2,550.00
    (Unfilled assistantships)
Civil Engineering - Salaries 850.00
    (Unfilled assistantships)
Electrical Engineering - Salaries 850.00
    (Unfilled assistantship)
Industrial Arts and Engineering 141.39
    (Unallocated balance)

From: Salaries to wages - Chemical Engineering 850.00

From: Salaries to wages - Industrial Arts 283.32

The county funds available for County Agricultural Extension work during the current fiscal year are greater than estimated in the original 1949-50 operating budget by the amount of $42,218.64. The Board approved budgeting this amount in Agricultural Extension requisition budgets as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>$20,350.00</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>7,729.41</td>
</tr>
<tr>
<td>Travel</td>
<td>10,142.50</td>
</tr>
<tr>
<td>Equipment</td>
<td>3,996.72</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$42,218.64</strong></td>
</tr>
</tbody>
</table>

This amount will be distributed among the various activities as follows:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Farm Agent budgets</td>
<td>$65,952.94</td>
</tr>
<tr>
<td>County Home Agent budgets (Decrease)</td>
<td>13,720.16</td>
</tr>
<tr>
<td>County Club Agent budgets (Decrease)</td>
<td>10,014.14</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$42,218.64</strong></td>
</tr>
</tbody>
</table>

The Board also approved budgeting as follows, $2,200 received from the City of Salem for expenses of a City Club Agent:
The Board approved the addition of $2,170 to the budget of Federal Cooperative Extension Department of Agricultural Economics, Statistics, funds to be provided as follows: $1,085 from federal funds appropriated by the Production Marketing Administration, and a matching amount from the Director's Reserve.

The Board approved the transfer of $13,154.98 from the Director's Reserve to the Experiment Station Department of Horticulture at the State College. It also approved the transfer to wages of salary savings of $999.96 from two unfilled fellowships in the Horticulture department.

The Board approved the transfer of $1,200 from the Rural Housing Project to Experiment Station Publications and the transfer of $2,000 from the Director's Reserve to the Animal Husbandry and Entomology budgets at the State College.

The estimated expenditures for the Doernbecher Hospital for the current fiscal year will be somewhat larger than was provided for when the original budget was prepared. In order to avoid overdrafts in the various budget accounts of the Hospital, the Board approved additions and transfers as follows:

From: Unbudgeted balance in Hospital Fees Income account Hospital Housekeeping budget $15,145.00 2,900.00 $18,045.00

To: Hospital Administration 275.00
Hospital Admitting 570.00
Hospital Medical Records 450.00
Hospital Laboratory 800.00
Hospital X-ray 650.00
Hospital Drugs 4,750.00
Hospital Surgery 2,500.00
Hospital Dietary 5,300.00
Hospital Laundry 2,250.00
Hospital Telephone 200.00

$18,045.00

Both expenditures and income for the Outpatient Clinic for the current fiscal year will exceed the amounts estimated in the original budget. In order to prevent overdrafts in certain budget accounts of the Clinic, the Board approved additions and transfers as follows:
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From: Unbudgeted balance in Clinic Service Fee Income account $4,908.76
      Increase in estimated income in Public Welfare Commission account 7,000.00
      Increase in estimated income in Clinic Service Fee account 8,491.22
      Clinic Administration 100.00
      Clinic Admitting 350.00
      Clinic Medical Records 1,000.00
      Clinic Social Service 1,500.00

       $23,350.00

To:    Clinic Laboratory $8,800.00
      Clinic X-Ray 8,800.00
      Clinic Drugs 5,500.00
      Clinic Telephone 250.00

       $23,350.00

ADDN. TO SHERMAN BRANCH STATION

In order to cover expenses of the station through the end of this fiscal year, the Board approved the addition of $1,000 to the requisition budget of the Sherman Branch Station, funds to be provided from unbudgeted sales and fees.

SAVING IN PHARMACY BUDGET - OSC
The Board approved the transfer to the Institutional Reserve of $720 in salary savings resulting from an unfilled graduate assistantship in the Pharmacy budget at Oregon State College.

SAVING IN GEN'L. LIBR. BUDGET AT U OF O
Due to the delay in filling the position of Catalog Librarian in the General Library at the University, there is $1,633.34, which at the present time is unallocated. The Board approved transferring this amount to the General Library wage budget to employ additional assistance.

ADDN. TO GEN'L. INST. AT S.O.C.
The Board approved the transfer of $1,105 from the Institutional Reserve to wages in General Instruction at Southern Oregon College of Education, to continue the employment on a wage basis of two lecturers for the spring term.

TRANSFER TO MINER PROF. ENDOW. FUND AT U OF O
The Board approved the transfer of $13,828.27 from the Miner Professorship income account to the principal of the Miner Professorship Endowment Fund at the University, bringing the total in the principal fund to $550,000 as of June 30, 1950.

TRANSFER TO BUSINESS OFFICE AT U OF O
The Board approved the transfer of $2,000 from the Institutional Reserve to the Business Office materials and expense budget at the University, to be used to cover the expense of a survey of campus accounting systems, with a view to consolidating them into the IBM bookkeeping system now being installed.
In order to prevent overdrafts in the Telephone Exchange budget at the University, occasioned by increased telephone service demand, the Board approved the transfer of $3,000 from the Institutional Reserve to the Telephone Exchange budget.

The Board made available $6,100 from the Board's Reserve for Physical Plant Operation and Maintenance of New Buildings at the University to cover the operating costs for the current fiscal year of the Donald M. Erb Memorial Union Building, now nearing completion. The annual costs will be $40,914.

The Board approved the transfer of $2,000 from the Eastern Oregon College of Education Institutional Reserve to the Building Repairs budget to avoid an overdraft in that account at the end of the fiscal year.

The Board made available $1,800 from its unappropriated fund to reimburse Oregon State College for the cost of preparing space in the storage vault in the basement of the Coliseum for use of the Comp-troller's Office.

Beginning with the year 1947-48 Oregon State College has accumulated by charges to its physical plant budgets a reserve to cover the cost of vacations and sick leaves for physical plant employees. After three years' experience it has been found that $16,943.52 of this reserve will not be needed for these purposes. The Board approved transferring this amount as follows:

- Special Repairs and Remodelling (for provision of storage vault for the Business Office in basement of Coliseum) $708.97
- Completion of Agricultural Barns 1,000.00
- Coliseum Equipment 15,234.55

$16,943.52

The Board approved the transfer of $12,000 at the Medical School from the Institutional Reserve to the Physical Plant operating budget as follows in order to prevent overdrafts at the end of the fiscal year:

- Janitorial $5,000
- Light and Power 3,250
- Telephone Exchange 3,750
- $12,000

The Board approved transfers as follows in the University of Oregon Dental School budget:

- From: Instruction and Clinic salaries (Unfilled professorship, 50 percent time) $3,500.00
- To: Institutional Reserve
From: Institutional Reserve $373.00
To: Postgraduate Instruction, wages $118
Postgraduate Instruction, materials and expense 255

PAYMENT OF U OF O ATHLETIC SURVEY FROM INSTITUTIONAL RESERVE

At the January meeting, the Board authorized the University to employ the necessary professional assistance for a survey of athletic facilities particularly those in Hayward Field, at a cost not to exceed $2,000, to be met from athletic funds. It has been pointed out that the recent survey made at Oregon State College was paid for by state funds rather than athletic funds and President Newburn recommended that this same policy be followed at the University. The Board approved the transfer of $2,000 from the Institutional Reserve to provide for the services of Hollis Johnston and his architectural engineering staff in this survey. The Board approved the transfer of an additional $1,500 from the Institutional Reserve to the Campus Survey and Engineering wage budget for the purpose of making certain necessary soil tests in the area of the present stadium and related areas of the athletic and physical education fields.

ADDN. TO TRNG. SCH. BUDGETS AT OCE

The Board approved an increase of $750 in the materials and expense budget of the Training Schools at Oregon College of Education to meet the expense of materials and supplies for the kindergarten, funds to be provided from kindergarten fee income.

ADDN. TO ALUMNI RECORDS BUDGETS AT U OF O AND OSC

In previous years $2.00 from the $6.50 Graduation Fee collected from each graduate student has been credited directly to the Alumni Records Department for use in sending the alumni magazine to graduates for one year. Because of the larger graduating classes in 1949 and 1950 than was contemplated, the Board approved the addition of the following amounts to the Alumni Records budgets, the additional amounts to come from overrealized fee income from the $2.00 portion of the Graduation Fee:

University $2,178.00
State College 2,826.00
$4,984.00

ADDN. TO VARIOUS U OF O BUDGETS

The Board approved transfers as follows from the Institutional Reserve at the University to provide for non-recurring needs not taken care of in the original 1949-50 budget:

To: General Library $3,000.00
Editor's Office 1,000.00
Registrar's Office 2,000.00
Equipment Reserve (for the purchase of equipment for the new science building) 20,000.00

$26,000.00
At the November 12, 1949 meeting the Board, upon recommendation of
the Finance Committee, authorized Dr. Byrne to conclude negotia-
tions with the War Assets Administration for certain property located at
the Oregon Shipbuilding Corporation at Portland and to sign necessary
documents in connection therewith. Pursuant to this authority, Dr.
Byrne filed an application with the War Assets Administration,
through its regional office in Seattle, Washington, requesting the
transfer to the state of Oregon of approximately 31,06 acres of real
property comprising a portion of the Oregon Shipbuilding facility,
such transfer to be at a fair value, less 100 per cent discount, sub-
ject to the usual surplus property restrictions and conditions.

Dr. Byrne likewise filed an application with the same agency for the
transfer to the State of Oregon of the Administration Building at the
same location at a fair value, less 95 per cent discount, subject to
restrictions.

An offer was also filed for purchase of certain land approximating 25
acres, owned by the Oregon Shipbuilding Corporation, at a price of
$10,597.49.

A request has been received from the Liquidation Service, General
Services Administration, (formerly War Assets Administration) to
grant to Dr. Byrne authority to accept delivery of transfer docu-
ments and to execute on behalf of the Board all necessary documents and
certificates as to the entire transaction.

A motion was made by Director Chambers and seconded by Director Finseth
to grant to Dr. Byrne authority to accept delivery of transfer docu-
ments and to execute on behalf of the Board all necessary documents and
certificates as to the entire transaction.

On roll call vote the following voted aye:

Henry F. Cabell  R. E. Kleinsorge
George F. Chambers  Cheryl S. MacNaughton
Leif S. Finseth  Phil Metschan
Edgar W. Smith

and the following voting nay: None.

The President thereupon declared said resolution adopted.

In order to make it possible to operate health service facilities
during the summer sessions at the University, State College, and the
Portland Extension Center, the Board granted permission to budget not
to exceed $1,50 per student of the summer session fee to the respect-
health services. This will not involve any increase in the ap-
summer session budgets.
The Board approved the following personnel adjustments at the University, the necessary funds being provided in the 1949-50 budget:

J. F. Rummel, Appointment
Appointment of Josiah Francis Rummel as Assistant Professor of Education, at an annual salary rate of $4,800, 12-months basis, yearly tenure, effective September 1, 1950. Salary savings of $1,800 in 1950-51, due to delay in appointment and appointment at a lesser rate than provided in the budget, to be retained in the budget pending further recommendation.

J. M. Pagano, Appointment
Appointment of Captain Joseph M. Pagano as Assistant Professor of Air Science and Tactics, effective March 17, 1950. Salary paid entirely from federal funds. No change in budget.

G. A. Sabine, Promotion
Promotion of Gordon A. Sabine, Assistant Professor of Journalism, to Associate Dean of Journalism, with an increase in salary from $4,600 to $7,500, 12-months basis, yearly tenure, effective May 1, 1950. The Board also approved the appointment of Mr. Sabine as Dean of Journalism, with rank of Associate Professor, effective July 1, 1950, replacing Dean Clifford F. Weigle. Requires $423.33 in 1949-50 to be provided from the Institutional Reserve.

W. F. Hintz, Transfer
Transfer of Captain William F. Hintz, Assistant Professor of Military Science and Tactics, to Fort Lewis, Washington, effective March 14, 1950. No change in budget. His entire salary is paid from federal funds.

O. M. Willard, Reduction in Time
Reduction from full-time to half-time for Oliver M. Willard, Assistant Professor in the Department of English, for the spring term, to enable him to finish a bibliography. Salary savings of $700 in 1949-50 to be transferred to the Institutional Reserve.

M. S. Spande, Leave of absence
Leave of absence without pay for Miss Myrtle S. Spande, Assistant Professor of Physical Education, for the period April 1 through June 30, 1950, to enable her to complete work for her doctor's degree at New York University. Salary savings of $1,376.15 in 1949-50 to be transferred as follows: $600 to the Institutional Reserve and $776.15 to the wage budget to employ substitute assistance.

J. M. Smith, Sabbatical
Sabbatical leave on full salary for Miss Jessie May Smith, Assistant Professor in the School of Business Administration, for the fall term 1950-51, to work toward her doctorate at Columbia University. No change in budget.

H. Holt, Resignation
Resignation of Mrs. Helen Holt, Instructor in Home Economics, effective at the end of the 1949-50 winter term. Salary savings of $1,000 to be transferred to the Institutional Reserve.
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D. G. Reese, Resignation
Resignation of Dr. Donald G. Reese, Assistant Professor of Dentistry at the Dental School, effective March 25, 1950. Dr. Reese will remain in the employ of the Dental School as a Clinical Associate, 20 per cent time, on the wage basis. Salary savings of $638.71 in 1949-50 to be transferred to the Institutional Reserve.

H. G. Stoffel, Death
Due to the death of Dr. Henry G. Stoffel, Professor of Dentistry and Head of the Department of Orthodontia at the Dental School, on March 30, 1950, there remains $454.64 unused in the Instruction and Clinic Salaries budget. This is to be held unallocated in the budget.

The Board approved the following personnel adjustments at the State College, the necessary funds being provided in the 1949-50 budget:

P. N. Barnes, Appointment
Appointment of Paul N. Barnes as Assistant Extension Agent-at-Large, at an annual salary rate of $3,300, rank of Instructor, 12-months basis, yearly tenure, effective March 20, 1950. Requires $931.45 in 1949-50 to be transferred from the Director's Reserve.

J. A. Yungen, Appointment
Appointment of John A. Yungen as Research Assistant in the Malheur Experimental Area, at an annual salary rate of $3,300, rank of Instructor, 12-months basis, yearly tenure, effective March 20, 1950. Fifty-eight per cent of Mr. Yungen's time will be budgeted by the U. S. Department of Agriculture. Salary savings of $1,108.28 due to delay in appointment, to be transferred to the requisition budget.

F. E. Hubbert, Appointment
Appointment of Farris E. Hubbert as Research Assistant in Animal Husbandry at the Squaw Butte-Harney Branch Station, at an annual salary rate of $3,825, rank of Instructor, 12-months basis, yearly tenure, effective April 15, 1950. This is a new position and requires $807.50 in 1949-50 to be transferred from the requisition budget.

D. Benscoter, Resignation
Resignation of Donald Benscoter, County Extension Agent (4-H Club) in Deschutes County, effective April 30, 1950; and the appointment of Joseph J. Lievens as County Extension Agent (4-H Club) in Deschutes County, at an annual salary rate of $3,960, rank of Instructor, 12-months basis, yearly tenure, effective April 1, 1950. Requires $430 in 1949-50, due to replacement at higher rate, to be transferred from the Director's Reserve.

J. J. Lievens, Appointment

M. B. Colford, Resignation
Resignation of Mrs. Miriam Black Colford, County Extension Agent (Home Economics) in Malheur County, effective April 15, 1950. Salary savings of $800 in 1949-50 to be transferred to the Director's Reserve.
The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1949-50 budget:

A. Illge, Change in status
Change in status for Dr. Alfred Illge from Assistant Clinical Professor to Associate Clinical Professor in Dermatology and Syphilology, on a volunteer basis. No change in budget.

W. A. Stotler, Return from leave
Return from leave without pay for W. A. Stotler, Assistant Professor of Anatomy, at an annual salary rate of $4,600, 12-months basis, yearly tenure, effective March 1, 1950. Salary savings of $1,150 in 1949-50 resulting from Dr. Stotler's leave since December 1, 1949, to be transferred to materials and expense.

R. Hill, Transfer
Transfer of Dr. Robert Hill from Associate in Ophthalmology on a full-time paid basis, to Visiting Clinical Associate in Ophthalmology on a volunteer basis, effective April 15, 1950; and the promotion of Dr. Thomas Talbot from Resident Physician to Associate in Ophthalmology, at an annual salary rate of $6,000, 12-months basis, yearly tenure, effective April 16, 1950. Salary savings of $1,875, released by Dr. Talbot's resignation in the Graduate Residency Program, to be transferred to wages.

Dr. Byrne reported that bids will be opened on the Food Technology Building and the Animal Industries Building for Oregon State College at 2:00 P.M. Pacific Standard Time (3:00 P.M. Daylight Saving Time) on Tuesday, May 2, at the Benson Hotel in Portland. Because of the long period of time between the bid opening and the next Board meeting, the Board took action authorizing the Building Committee to award the contracts on the two projects to the low bidders, providing satisfactory bids are received.

Dr. Byrne also called attention to the fact that there will be a bid opening on the Medical Science Building remodeling on Tuesday, May 23, at 1:00 P.M. Pacific Standard Time (2:00 P.M. Daylight Saving Time).

The Board adjourned at 11:15 A.M.

EDGAR W. SMITH, President
CHARLES D. BYRNE, Secretary