STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
January 23, 1951

MEETING #199 A regular meeting of the State Board of Higher Education was held at
the Benson Hotel, Portland, Oregon, on January 23, 1951.

ROLL CALL The meeting was called to order at 10:05 A.M. by the President of the
Board, Edgar W. Smith, and on roll call the following answered present:

George F. Chambers
Leif S. Finseth
A. S. Grant
R. E. Kleinsorge

Cheryl S. MacNaughton
Herman Oliver
Edgar W. Smith
Frank J. Van Dyke

Absent: Henry F. Cabell.

There were also present: Dr. Charles D. Byrne, Chancellor; President
H. K. Newburn of the University of Oregon; President A. L. Strand of
Oregon State College; President R. J. Munske of Oregon College of
Education; President R. G. Langston of Eastern Oregon College of Edu-
cation; President E. N. Stevenson of Southern Oregon College of Edu-
cation; Dean D. W. E. Baird of the Medical School; Dean J. P. Cramer
of the General Extension Division; Mr. H. A. Bork, Comptroller;
Mr. R. L. Collins, Budget Director; Mr. Travis Cross, Director of
Information; Business Manager William A. Zimmerman; Business Manager
J. O. Lindstrom; Business Manager E. A. Stebbins; Dean E. B. Lemon.

MINUTES APPROVED The Board voted to dispense with the reading of the minutes of the
last regular meeting held on December 12, 1950, and approved the minutes
of this meeting as they appeared in the docket.

CONSIDERATION OF HEATING PLANT AND UTILITIES SURVEY, OSC
Dr. R. E. Kleinsorge, Chairman of the Building Committee, presented
the following report:

"President Strand introduced Bruce Morrison, consulting engineer, who
presented to the Committee his survey on the boiler plant addition
and the distribution system at Oregon State College. Mr. Morrison
told the Committee that he believes the boiler, generator and loop #1
of the tunnel system can be completed within the $1,000,000 estimate
which was submitted to the Legislature as a separate item in the
1951-53 capital outlay budget request. The Committee recommends
that Mr. Morrison be authorized to proceed with preliminary plans
on the boiler and generator. It also recommends that the plans for
the tunnel and distribution system be accepted as preliminary plans
and that authorization be granted to proceed with final plans and
specifications on loop #1 of the distribution system, on the eastern
part of the campus. The Committee recommends that the proper Board
officials be authorized to negotiate a contract with Mr. Morrison
for this work."
The Board accepted the report of the Committee and concurred in the recommendations contained therein.

PRELIMINARY PLANS, HOME ECONOMICS ADDITION, OSC

Dr. Kleinsorge reported as follows on the presentation of preliminary plans on the Oregon State College Home Economics project:

"President Strand and Mr. Bear of the firm of Burns, Bear and McNeil presented the preliminary plans on the Home Economics addition at Oregon State College. This addition is in the 1951-53 biennial budget capital outlay request presented to the Legislature. The various functions of the new concrete and brick veneer wing were explained in detail to the Committee. Considerable remodeling in the old portion of the building is also involved. Federal advance planning funds are available to proceed with final plans and specifications, and the Committee recommends the acceptance of the preliminary plans and recommends that the architect be authorized to proceed with final plans and specifications."

The Board accepted the report and authorized the proper officials of the Board to negotiate a contract with the architect to proceed with final plans and specifications.

PRELIMINARY PLANS ON CHEMICAL ENGINEERING WING, OSC

Dr. Kleinsorge continued with a report as follows on preliminary planning on the Oregon State College Chemical Engineering project:

"President Strand and Architect Herman Brookman presented preliminary plans for the Chemical Engineering wing at Oregon State College, which is included in the 1951-53 biennial budget capital outlay request. The plans call for a fireproof building adjoining the existing Chemistry building. You will recall that in the post-war enrollment peak, it was necessary to turn over the wing on the Chemistry building designed for Chemical Engineering to the Chemistry Department and shunt the Chemical Engineering Department to inadequate quarters in the Industrial building. This project will restore the Chemical Engineering Department to adapted quarters. Funds are not available to proceed with final plans and specifications, but the Committee recommends the acceptance and approval of the preliminary plans as presented. Commendation is due Architect Brookman for his planning work."

The Board accepted the report and approved the preliminary plans on the new wing as presented by Architect Brookman.

PRELIMINARY PLANS ON UNIVERSITY STATE TEACHING HOSPITAL

Dr. Kleinsorge presented the following report on the proposed new Teaching Hospital at the Medical School:

"Dean Baird and Mr. Lawrence of the firm of Lawrence, Tucker, and Wallmann presented preliminary plans on the University State Teaching Hospital. Two million dollars is available from a previous legislative appropriation and from other sources. The 1951-53 biennial capital outlay budget request to the Legislature is for four million dollars for the completion of the hospital. Mr. Lawrence described in detail the location and various functions of
the building. Dean Baird told the Committee that the preliminary plans have been enthusiastically approved by members of his administrative staff. Three top floors are assigned to pediatric work as a replacement of the present inadequate Doernbecher facilities. Another floor will care for neuropsychiatric cases. Mr. Lawrence outlined his plan for central core construction throughout the hospital. Under this plan, the hospital equipment, utilities, and service facilities are centrally located on each floor, allowing maximum use of the perimeter rooms for patients. This makes for the most efficient operation as well as economical construction. Another feature of the building is the central heating plan and laundry.

"In response to a question from the Committee, Mr. Lawrence estimated that if the money for the hospital were available immediately, it would probably take at least eighteen months to complete construction. The Committee wishes to acknowledge the many hours of devoted service and intelligent study of the needs of this project on the part of Mr. Lawrence and his firm. The Committee recommends the approval of the preliminary plans for the hospital, with authorization to proceed with the final plans and specifications."

The Board approved the report, concurring in the recommendations of the Committee.

**RELOCATION OF COUNTY ROAD AT MEDICAL SCHOOL**

Dr. Kleinsorge reported as follows on the relocation of the county road in connection with the construction of the new hospital:

"Chancellor Byrne described a plan for the relocation of the upper county road at the Medical School, which must be done in order to locate the hospital properly in relation to other buildings and to facilitate traffic in connection with the proposed hospital. The Committee recommends that the proper Board officials complete negotiations with the Highway Commission to plan this road relocation."

The Board approved the report of the Committee and granted the recommended authority to proceed with planning.

**ACCEPTANCE OF MEDICAL SCIENCE BLDG. REMODELLING PROJECT, MEDICAL SCHOOL**

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

"Members of the Building Committee inspected the remodelling project in the Medical Science building yesterday afternoon. The project is practically complete except for a few minor details. You will recall that this item involved readjustments which followed the completion of the new Laboratory and Administration building and the remodelling of space for the departments of Surgery, Ophthalmology, Surgical Anatomy and Bacteriology. The sum of $70,000 was available for the project, part of which came from the Building Fund and part from Board's unrestricted funds. The project has been completed within the construction budget set up by the Board."
"Members of the inspection committee were well pleased with the general outcome of this remodelling project. It is representative of what can be done in remodelling outmoded space in old buildings into modern quarters for different functions. The Building Committee is recommending to the Board the acceptance of this remodelling project at the Medical School."

The Board approved the report of the Committee, and officially accepted the completed Medical Science building remodelling project.

PURCHASE OF PROPERTY WITH ATHLETIC FUND BALANCES,
MR. GEORGE F. CHAMBERS, ACTING CHAIRMAN OF THE FINANCE COMMITTEE, PRESENTED THE FOLLOWING REPORT:

"President Newburn and Business Manager Lindstrom of the University of Oregon presented a plan developed in cooperation with University athletic officials for the use of University of Oregon Athletic Department reserve funds for the purchase of income properties, principally dwellings, situated in the proposed athletic stadium site, bounded on the west by Agate Street, on the north by Fifteenth Avenue, on the east by Moss Street and on the south by Seventeenth Avenue.

"It was recommended that the University be authorized to use up to $100,000 of athletic reserve funds for the purchase of such income properties with the understanding that the University through its business office would manage the properties as rental income properties, with interest at the rate of 4% per cent, to be paid to the Athletic Funds together with principal payment, as the net income from the operation of the properties would permit. It is further understood that if and when the State Board of Higher Education desires to take over these properties as a site for the stadium or other institutional purposes, the Board will pay as the purchase price to the University Athletic Funds the amount of principal remaining outstanding on the purchase of the particular parcel. It is understood that the Board of Higher Education will decide when and if it desires to take over any of these properties from the Athletic Department.

"It was recommended that when any of these properties are initially purchased with athletic funds, they are to be purchased in the name of the State of Oregon and each purchase is to be submitted to the Board for approval.

"It is further understood that the University of Oregon Business Office will maintain a separate operating account for this group of properties, and from the gross earnings of the properties, the University will pay all operating costs, and a management fee of 5 per cent of the gross rental income to be allowed the University Business Office as reimbursement for the management service.

"Whenever the Board liquidates the outstanding balances on any of these properties, thereby taking them over for institutional use,
any rental income accruing thereafter shall accrue to the Board's
general University property rental account. In the event that the
properties included in this program become entirely paid for
through rental income before they are purchased by the Board,
then the properties shall automatically be taken over by the
Board and any rental income collected thereafter shall accrue
to the Board's general University property rental account.

"Two distinct advantages will accrue from the operation of the
recommended program: (1) the State of Oregon will in all proba-
bility acquire these properties at a considerable saving, and
(2) the reserve funds in the Athletic Department will be earning
interest income. The Committee recommends approval of the plan
as outlined."

The Board accepted the report of the Committee, and approved the
plan for property purchase from athletic fund balances.

Mr. Chambers supplemented the above report as follows:

"President Newburn recommended to the Committee the purchase of
the Bristow property consisting of a house and lot located at 1599
Columbia Street, Eugene, Oregon, at a purchase price of $8,000,
the funds to be provided from University Athletic Department re-
serve funds under the land purchase plan which has just been presented
to the Board. This property will be operated as a rental income
property along with any other parcel which may be purchased sub-
sequently in accordance with the provisions of the plan just ap-
proved for the purchase of property from University Athletic De-
partment reserve funds. The Committee recommends this purchase
subject to inspection and approval of the purchase price by the
Chancellor's office."

The Board approved the purchase of this property under the terms of
the land purchase program described previously.

Mr. Chambers reported to the Board on the appearance of four Oregon
State College and University of Oregon faculty members before the
Finance Committee on Monday in regard to salary problems during the
coming biennium. A complete report of this matter will be found in
the minutes of the Finance Committee for that date.

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

"The Committee on Curriculum acknowledges the many hours of careful
study and coordination by institutional executives and by the
several institutional committees whose work is represented in the
annual report on curriculum. Particularly praiseworthy is the
substantial elimination of obsolete courses and the strengthening
of both the graduate and non-degree terminal credit offerings.
"A summary of the course changes including both degree credits and non-degree terminal credits, indicates an addition of 417 credits and a reduction of 352, or a net increase of only 65 credits. This total is considerably less than in recent years and is in line with the Board's policy to review regularly all courses, analyzing them as to utilization -- improving where warranted, eliminating if they are not serving a need. There is an actual decrease of 30 credits in courses offered in degree curricula.

"Included in the request of offerings are 95 credits of course offerings for non-degree terminal programs. These include 9 credits in a terminal agricultural program and 27 credits in a two-year terminal engineering curriculum at Oregon State College; 12 credits in a two-year police training curriculum to be offered through the Vanport Extension Center; and 47 credits in a twelve-months Medical Technology program which has been offered for some time at the Medical School but which is now presented for formal approval. The committee looks with favor on these non-degree terminal programs as meeting definite semiprofessional needs in the respective fields and for students who cannot complete requirements for the bachelor's degree.

"The University proposes a net total of 73 credit hour additions. As President Newburn points out, 54 are added exclusively for the strengthening of the graduate program. Of this number, 39 hours represent instruction now offered in seminars.

"The State College proposes a net increase of 36 catalog hours, one-half of which, President Strand reports, is accounted for in new graduate offerings. With a 70 per cent increase in graduate enrollment in the past ten years, the wider program of graduate courses is warranted. The new courses also include a 36 credit hour block of offerings at the lower division level for agricultural and engineering students who require only one to two years of college work. Fifty courses which are no longer needed have been dropped.

"The Medical School proper proposes no course changes. However, as a result of a comprehensive study of curriculum which has been carried out during the past two years by the Nursing Education faculty, substantial reorganization of the Nursing Education curriculum is proposed. This reorganization represents no major additions, but does accomplish revisions in course hours, numbers and descriptions. A total of 50 credits has been added, 160 have been dropped, giving a net decrease of 110 in Nursing Education.

"Listed for approval are 47 credit hours of courses in Medical Technology which have been offered at the Medical School since 1933. In previous years, because of the lack of adequate facilities and personnel, it was not felt that the caliber of the courses was such as to warrant the granting of academic credit. With staff
improvements and better facilities, the courses now offered meet
call standards for college credit courses. There has been a
great demand by the students admitted that academic credit be
established for courses at the Medical School, to apply toward
the requirements for a bachelor's degree. It is recommended that
these be established as credit courses so that they may be listed
in the official Medical School catalog with the expectation that
other colleges and universities, including the University of Oregon
and Oregon State College, will recognize the credit earned by the
student for his work at the Medical School as credit earned in
residence toward a bachelor's degree granted by these institu-
tions.

"The changes in curriculum proposed by the Colleges of Education
are relatively minor. The proposals from the three institutions
were considered carefully by the Presidents along with staff
members representing each institution. Some proposals were re-
mittted upon mutual agreement, to the institutions for further
study during the ensuing year. President Maaske, as Director of
Elementary Teacher Education, reports the majority of the changes
represent only refinements in course numbers and titles to assure
further uniformity and ease of understanding by teachers in reading
the catalogs of the several institutions of the System. Oregon
College of Education proposes one credit addition, no reductions;
Eastern Oregon College of Education, 11 additions, 6 reductions;
Southern Oregon College of Education, 8 additions, 6 eliminations.

"At Vanport Extension Center an addition of 12 hours is proposed
to establish a two-year terminal course in police training. Work
taken by the student in addition to the twelve hours would be
regular lower-division college credit courses now offered in
general education. The twelve hours in terminal credit would not
be transferable to any other institution, but would count only
toward the two-year terminal certificate.

"The proposal is in response to many requests from men who plan to
enter police work, from ex-students at Vanport who are now employed
by the Portland Police Department, the State Police or the Multnomah
County Sheriff's office.

"Over a year ago an advisory committee was set up to study the pro-
sals. The committee was made up of officials from police depart-
ments, the courts, the Civil Service Board, and the Board of Parole
and Probation. Recognition should be made to the following individ-
uals for thier participation on the committee:

Judge J. J. Quillin, Municipal Court
Charles P. Pray, Chief, Portland Police
Fred Fowler, Portland Traffic Engineer
Vayne Gurdane, Captain, State Police
Stanley MacDonald, Bureau of Criminal
Identification, Sheriff's Office,
Multnomah County
Meeting #199 - 8

T. L. Culhanu, Secretary, City Civil Service Board
Judge John Seabrook, Municipal Court
(decessed)
Miles Woodworth, Fire Marshal
Mike Balkovich, State Board of Parole and Probation

"A study was made of approximately 75 college and junior college catalogs which list such programs. The program as finally outlined is quite similar to those offered at Sequoia Junior College, City College of San Francisco, and Los Angeles City College.

"Approval of the organization of the curriculum has also been given in letters from the chiefs of police of Portland, San Francisco, Berkeley, Los Angeles, Sheriff Shrunk of Multnomah County, and from August Vollmer, of Berkeley.

"Various outstanding leaders in law enforcement in Portland have agreed to teach these courses if they are approved. Judge J. J. Quillen of the Municipal Court has agreed to teach Elements of Law for Police Officers and other courses if requested; Stanley MacDonald, Superintendent of Identification, Sheriff's Office of Multnomah County, has agreed to teach Police Techniques II; and Mr. Fred Fowler, Traffic Engineer, Bureau of Traffic and Transportation, City of Portland, has agreed to teach Police Techniques III. No difficulty would be encountered in obtaining qualified instructors for other courses.

"The course numbering plan for temporary courses set forth on page 50 is recommended to apply to the numbering procedure for all institutions in the State System.

"The committee is particularly pleased with the complete agreement of all the institutions on the curricular proposals and wishes to commend the institutional executives and their course committees for the substantial eliminations in unused course offerings. It recommends to the Board approval of all courses and curricular changes in the document entitled "Curricular Proposals for 1951-52," as presented by the Chancellor."

The Board approved the report of the Committee and approved all the course adjustments for 1951-52 as proposed by the several institutions.

EMERGENCY ELEMENTARY TEACHER EDUCATION PROGRAM

Mrs. MacNaughton continued the report of the Curriculum Committee as follows:

"At a meeting of the Curriculum Committee, with other Board members present, the State Director of Elementary Education pointed to the increasing need for more elementary teachers, with the peak coming in the 1953-54 school term. Dr. McAske then presented a seven-point plan for providing additional elementary teachers for Oregon, involving cooperative arrangements among institutions in the State System, similar cooperative arrangements with private colleges, and other agencies in the State. The seven-point plan follows:
"FOR THE STATE SYSTEM OF HIGHER EDUCATION:

"1. Development of an emergency cooperative joint-degree elementary teacher education program, for a 5-year emergency period to July 1, 1956, involving a specified junior year curriculum program at the University of Oregon, Oregon State College, and such private colleges as Willamette University, Linfield College, and University of Portland, Cascade College, and possibly Reed College, to be followed by the senior year of strictly professional preparation at any one of the Oregon Colleges of Education. Upon completion of the program, a degree could be awarded by the cooperating institution, such as the University of Oregon, and a degree by the College of Education to which the student had transferred for his fourth year. During the third term of the senior year, students from the larger institutions could be returned to their home campus for the remainder of two-thirds of their student teaching in selected elementary classrooms, along with six related hours of course work, under the direction of a supervisor from the Colleges of Education. A junior certificate, or equivalent preparation, in the first two years of college, would qualify the student to enter the program at the junior year. Students at Vanport Extension Center in Portland would have the option of (1) completing the present prescribed two-year program and transferring to a College of Education for completion of the third year for the three-year teaching diploma, or (2) completing the junior certificate requirements in the first two years, the third prescribed year in extension courses or at University of Portland, Cascade College, or possibly Reed, then transferring for the fourth year to a College of Education. This cooperative plan is designed as a five-year emergency plan only and is to be recognized definitely as providing less satisfactory training than is provided in the regular four-year professional program in elementary teacher education at the Colleges of Education in McMinnville, La Grande and Ashland. This arrangement, however, permits each participating college to use its present program and facilities in the most helpful and practical way in providing the preparation for much needed additional elementary teachers.

"2. Lengthen the summer sessions to one quarter (11 weeks) at all Oregon Colleges of Education in 1952 in order to aid fully in (1) retraining upper grade teachers for primary positions, (2) upgrading present emergency-certificated teachers, (3) aiding transition secondary-trained students and others to qualify for emergency elementary teaching certificates.

"3. Work out with the General Extension Division an expansion of their offerings throughout the state within the next few years designed to provide workshops for the retraining of upper grade teachers for primary grade positions, and to aid prospective teachers to qualify for emergency teaching certificates.

"4. Conduct the present emergency-certificate transition program for secondary trained personnel for one additional year only, to September 1952.
"FOR THE STATE BOARD OF EDUCATION:

"5. Placing with the State Board of Education responsibility for sponsoring legislation in this session of the Legislature for a loan-scholarship fund of $400,000 for the biennium 1951-52, to provide 400 scholarships of $500 each for the years 1951-52 and 1952-53, limited principally to students who will be either juniors or seniors next year, 1951-52, in both public and private colleges. It would be administered by a loan-scholarship committee, appointed by the State Board of Education, which will receive applications from students in any Oregon higher institution, with loan awards to be repaid on the basis of teaching one year for each $500 scholarship award, with other procedure details of legislation to be worked out by the State Board of Education.

"6. Careful study to be made by the State Board of Education, through the State Department of Education, for expanding the base for emergency teacher certificates during the coming period of greatest need for elementary teachers, in recognition of the fact that no program can provide enough fully certificated elementary teachers to meet the need occasioned by the marked increase in birth rates earlier and the very considerable immigration to Oregon of children born elsewhere.

"FOR SCHOOL ADMINISTRATORS, TEACHERS, OREGON EDUCATION ASSOCIATION, STATE DEPARTMENT OF EDUCATION, AND LAY ORGANIZATIONS;

"7. Urgent emphasis, cooperatively, by the superintendents and other school administrative officers and teachers of the state, under the leadership of the State Department of Education and the Oregon Education Association, with the aid of leading lay organizations, upon an aggressive and well-organized program for the guidance and selection in high schools of qualified students for entrance into elementary teacher preparation.

"It appears clear that under this proposal the higher institutions will have made ample provision for preparing elementary teachers for Oregon's schools if the other agencies cooperatively provide the needed numbers of prospective teachers to be trained.

"The State Director of Elementary Education, with the approval of the Chancellor, recommends the endorsement of the seven-point plan for meeting the increasing need for more elementary teachers for Oregon schools, and further recommends that:

"1. Specific approval be given to the proposed cooperative joint-degree elementary teacher education program, involving cooperative arrangements within the State System between the Colleges of Education and the University of Oregon, Oregon State College and Vanport Extension Center."
"2. Approval be given to the corollary plan of formulating similar cooperative programs for elementary teacher education with all privately-supported colleges in Oregon desiring to participate in this state-wide program to help provide additional elementary teachers, and

"3. Authorization be given to the State Director of Elementary Education, in cooperation with the Chancellor, to proceed in completing the remaining details of the plan for submission to the Board at its March meeting.

"The Curriculum Committee concurs fully in these recommendations and recommends their adoption to the Board."

The Board accepted the report of the Committee and approved the proposed cooperative joint-degree elementary teacher education program for the coming 5-year emergency period.

Mr. A. S. Grant offered the following resolution to the Board:

RESOLUTION

WHEREAS, there is a continuing need for a larger number of well-prepared elementary teachers to meet the needs of the elementary schools in the State; and

WHEREAS, the State Board of Higher Education has been improving the facilities at the three state Colleges of Education in Monmouth, La Grande and Ashland, and the Board is now expanding further through opening its other institutional facilities on an emergency basis for cooperative elementary teacher preparation for a five-year period, as well as providing cooperative arrangements with private colleges for training such teachers, all to the end that an extensive program of elementary teacher preparation be available for the able young people of Oregon; and

WHEREAS, there is some evidence that the educational guidance programs in the high schools of the State, particularly in larger first-class districts, have not been very effective in directing a larger number of able high school students into the state-supported and private institutions for elementary teacher preparation;

NOW, THEREFORE, BE IT RESOLVED, that the State Board of Higher Education, because of its continued interest in helping provide an adequate supply of well-qualified elementary teachers, does hereby respectfully petition the Oregon Association of School Administrators and its sub-divisions, and the Oregon Education Association, to take appropriate steps to encourage added emphasis in the educational guidance program of the high schools for encouraging well-qualified high school students to prepare for the important and worthwhile profession of elementary teaching; and
"BE IT FURTHER RESOLVED, that the State Board of Higher Education does hereby respectfully petition the State Board of Education to consider carefully the sponsorship of legislation in the current legislative session to provide substantial loan-scholarships for prospective elementary teachers, during the ensuing biennium, as a necessary and timely means of stimulating the professional preparation of the additional numbers of elementary teachers needed to staff the elementary schools under its general jurisdiction; and

"BE IT FURTHER RESOLVED, that the Chancellor be directed to send copies of this resolution to Oregon superintendents, to the Oregon Education Association, and to members of the State Board of Education, with such other explanatory materials as may seem desirable, for their information and studied consideration."

Upon Mr. Grant's motion, seconded by Mrs. MacNaughton, the Board unanimously adopted the foregoing resolution, and directed the Chancellor to distribute copies of it as prescribed.

On behalf of the Board, President Smith extended greetings to Mr. Frank J. Van Dyke of Medford, who was appointed by the Governor to the State Board of Higher Education on December 27, 1950, replacing Mr. Phil Metschan, resigned, whose term of office expires on March 2, 1953. President Smith appointed Mr. Van Dyke member of the Committee on Buildings, Grounds and Capital Outlay, and chairman of the Committee on Public Relations, both positions previously held by Mr. Metschan. President Smith also expressed the appreciation and gratitude of the Board for the diligent and constructive service rendered by Mr. Metschan over the six-year period, and extended the unanimous hope for his speedy and complete recovery from the illness which has confined him to his bed and which prompted his resignation from the Board.

Chancellor Byrne reported two communications recently received by him on behalf of the Board. The first was a letter from Governor McKay, appointing Mr. Van Dyke to the State Board, a copy of which is on file as an integral part of these minutes. The second included two letters from Mr. Robert L. Faucett, Attorney, of Los Angeles, proposing a plan for consolidation of the University of Oregon and Oregon State College. Copies of these letters had previously been supplied to all Board members. The Board directed Chancellor Byrne to make suitable reply to Attorney Faucett.

Mr. Herman Oliver offered the following memorial for the favor of the Board:

MEMORIAL

"It is with deepest regret that the members of the Oregon State Board of Higher Education pause today to pay tribute to an extremely able and devoted servant -- John Burtner -- whose
death December 22, 1950, ended twenty-six years' service to Oregon State College.

"Both as Head of the News Bureau at the College and as the press representative for the Board, Mr. Burtner's energies and talents were expended to the fullest capacities in the interest of higher education.

"He was without peer as an educational informant who appreciated the aims and objectives of higher education. His complete understanding was reflected in all his writing.

"In his death, his institution, his community, newspaper men of the state, and this Board have lost more than a tireless and selfless worker. They have lost a friend.

"May copies of this tribute be spread upon the minutes of this Board and sent to members of his family."

GIFTS

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

**University**

**Milwaukie High School**

Gift of $100 from the Girls' League of Milwaukie High School, Milwaukie, for a scholarship for a designated student.

**Northwest Insulations Company**

Gift of $100 from the Northwest Insulations Company of Spokane, to be used for the purchase of equipment not provided for in the regular budget, preferably the department of maintenance or a related department.

**W. K. Kellogg Foundation**

Grant of $10,296.62 from the W. K. Kellogg Foundation to be used in connection with the postgraduate dental education program at the Dental School. This sum is to be used as a supplement to the unexpended balance of the Kellogg grant for the year 1949-50.

**Viking Fund, Inc.**

Gift of $2,500 from the Viking Fund, Inc., of New York, for the archaeological survey of the Oregon coast, conducted by Professor L. S. Cressman, Head of the Department of Anthropology.

**Dan Cooper**

Gift of sixty yards of linen fabric for the School of Architecture and Allied Arts from Mr. Dan Cooper, New York. This fabric will be used for draperies in the staff and student seminar room.

**Anonymous**

Grant of $600 from an anonymous donor for the Orin Fletcher Stafford Scholarship in Chemistry.

**Carnegie Corporation**

Grant of $20,000 from the Carnegie Corporation of New York as a final grant for the support of a program for the training of college teachers in the social sciences.
Meeting #199 - 14

War Orphans Scholarship Gift of $300 from the War Orphans Scholarship, Inc., Washington, D. C. for a scholarship for a designated student.

Robert F. Maguire Gift from Mr. Robert F. Maguire, Portland, of a set of Nurnberg Trial papers, valued at approximately $10,000.

Oregon State College

Northwest Insulations Company Gift of $100 from the Northwest Insulations Company of Spokane, to be used toward the purchase of some piece of equipment for the Physical Plant Department not provided for in the original budget.

Oregon State Sanitary Authority Grant of $850 from the Oregon State Sanitary Authority to establish a Fellowship in the Department of Civil Engineering to provide for investigations of bituminous liners for storage lagoons.

Atomic Energy Commission Grant of $10,000 from the Atomic Energy Commission to further a research program in nuclear physics through the construction of a cyclotron, covering the period December 15, 1950, through December 14, 1951.

Atomic Energy Commission Grant of $9,000 from the Atomic Energy Commission to further research in the field of organic chemistry, being carried on under the direction of Dr. A. V. Logan, Associate Professor of Chemistry, and Dr. E. N. Marvell, Instructor in Chemistry, from January 1, 1951, through December 31, 1951.

Class of 1950 Gift of $1,953.05 from the Class of 1950, to be expended for additional improvements about the Coliseum.

Nebergall Stock Farm Gift of $150 from the Nebergall Stock Farm of Albany to provide a scholarship for a designated student.

Education Foundation Gift of $264 from the Oregon State College Education Foundation, Inc., to provide scholarships for two designated students.

Public Health Service Grant of $4,000 from the Public Health Service, to be utilized for a project to be conducted under the direction of Dr. E. C. Buhl, Assistant Chemist and Assistant Food Technologist in the Agricultural Experiment Station, for the period January 1, 1951, through December 31, 1951.

Milk Marketing Administration Grant of $6,800 from the Milk Marketing Administration to support a research project investigating the composition of normal cows' milk from different areas of the state and different breeds as a basis of developing a new pricing pattern for milk.

Milk Marketing Admin Grant of $6,518 from the Milk Marketing Administration to finance a project being undertaken by the Experiment Station on the cost of producing Grade A milk.

Milk Marketing Adm. Grant of $1,500 from the Oregon Milk Marketing Administration to finance a project on costs of distributing fluid milk through retail outlets in the Portland area.
Medical School

Mrs. Mary Winch
Gift of $125 to the Doernbecher Memorial Hospital for Children from Mrs. Mary Winch, Portland, to be used for the purchase of equipment.

Mr. and Mrs. Walter Beans
Gift of $100 to the Doernbecher Memorial Hospital for Children from Mr. and Mrs. Walter Beans, Klamath Falls.

Mr. A. J. Jacobs
Gift of $100 from Mr. A. J. Jacobs, Harrisburg, to be added to the loan fund established in memory of Dr. Francis Edward Jacobs of San Diego.

Dr. Esther Pohl Lovejoy
Gift of $1,000 from Dr. Esther Pohl Lovejoy to the Pohl Memorial Prize Trust Fund, established several years ago by Dr. Lovejoy with the stipulation that the interest earnings are to be used for scholarships for worthy medical students on the recommendation of the Executive Faculty of the Medical School.

Mrs. Philip Hart
Gift to the Doernbecher Memorial Hospital for Children of one Missouri Pacific Railroad Company bond with face value of $1,000, due February 1, 1961, bearing 5 per cent interest per year, from Mrs. Philip Hart, Portland. The bond is to be added to the Pooled Endowment Fund for the Hospital.

Friends of Dr. F. E. Jacobs
Gift of $400 from friends and associates of the late Dr. Francis Edward Jacobs, San Diego, to establish the F. E. Jacobs Memorial Loan Fund for the use of needy senior medical students.

Alumni Association
Gift of $250 from the Medical School Alumni Association, to be added to the out-of-state travel fund to help meet the expenses of a trip of Dr. E. S. West, Professor and Head of the Department of Biochemistry.

Mr. Carl O. Peterson
Gift of $1,000 to the Doernbecher Memorial Hospital for Children from Mr. Carl O. Peterson, Hillsboro, in memory of his mother, Mary L. Peterson.

Mrs. Helen H. Watzek
Gift of $1,000 from Mrs. Helen H. Watzek of Portland, to be utilized for research in diseases of the eye, under the direction of Dr. Kenneth C. Swan, Professor and Head of the Department of Ophthalmology.

Mr. Aubrey Watzek
Gift of $1,000 from Mr. Aubrey Watzek, Portland, to be utilized for either equipment or research in the Department of Ophthalmology.

Mr. Aubrey Watzek
Gift of $1,000 from Mr. Aubrey Watzek, Portland, to be added to the Thomas M. Joyce Memorial Fund.

Office of Naval Research
Added grant of $15,000 from the Office of Naval Research to continue the research project on the anatomy and physiology of the acoustic system in the brain and in the mechanism of the ear, being carried on under the direction of Dr. Archie Tunturi, Assistant Professor of Anatomy, and extending the period of the contract through December 31, 1951.
In accordance with the Board's Rehabilitation Program approved for the University of Oregon, the Board approved the transfer as follows of $40,000 from the Physical Plant Rehabilitation Reserve to the Friendly Hall Remodelling account, to cover costs incurred in the remodelling:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>$20,000</td>
</tr>
<tr>
<td>Materials</td>
<td>20,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$40,000</strong></td>
</tr>
</tbody>
</table>

The Board approved the transfer of $25,000 from the University of Oregon Equipment Reserve to the Science Building Equipment Reserve, to provide for a portion of the equipment in the building to be constructed by the University Physical Plant staff. The amount originally recommended to the Board for this purpose was $20,000. The amount of $25,000 now approved allows for increases in wage rates and other costs.

The Board approved transfers of funds as follows pending appointment of a successor to William L. Teutsch, Professor of Agriculture and Assistant Director of the Federal Cooperative Extension Service, whose death occurred on August 9, 1950:

- From salaries in the extension budget to the Extension Director's Reserve: $5,582.02
- From salaries in Resident Instruction to an unallocated salary item: 822.50
- **Total:** $6,404.52

The Board approved transfers as follows in 1950-51 totaling $2,431 to the budget of the Dean of Men, Oregon State College, to care for additional expenses in Foreign Student Counseling, resulting from increased enrollment of foreign students and from increasing correspondence and contacts with various agencies concerning foreign students:

- From Operating Reserve: $1,951
- From Equipment Reserve: 480
- **Total:** $2,431

The Board approved the budgeting as follows in 1950-51 of the $4,000 Public Health Service grant to Oregon State College, reported in the gift section:

- Salaries: $2,800
- Appointment of E. Ann Dalton, Research Assistant, Instructor rank, yearly tenure, 12-months basis, effective January 1, 1951, through December 31, 1951.
- Wages: 180
- Materials and Supplies: 724
- **Total:** $3,704

Unbudgeted for overhead: 296

**Total:** $4,000
The Board approved the budgeting as follows of $14,300 of the $25,000
continuation cancer training grant from the U. S. Public Health Service
to the Medical School, accepted at the December, 1950, meeting of the
Board:

Salaries $4,000
Continuation of present salary of Howard
Richardson, Assistant Professor of Patho-
logy.
Wages 5,700
Materials and Expense 2,850
Travel 800
Equipment 950
$14,300

In order to effect the necessary budget adjustments to cover certain
approved rehabilitation projects at the Medical School, the Board ap-
proved the transfer of $9,742 from the Reserve for Rehabilitation to
the following accounts:
Building Repairs $5,232
Campus and Grounds 4,510
$9,742

The Board approved transfers as follows of $2,340 from the Medical
School Equipment Reserve to cover equipment purchases not provided
for in the original budget:
Registrar's Office $380
Bacteriology 35
Anatomy 550
Pathology 600
Ophthalmology 175
Building Repairs 600
$2,340

The Board approved the transfer of $904.06 from the Medical School
Institutional Reserve to a new account, Sewer Assessments, to cover
a recent sewer assessment on Medical School parking lot property.

The Board approved the transfers as follows at Eastern Oregon College
of Education in 1950-51 aggregating $1,626.50:

From Operating Reserve
To Building Repairs $704.00
From Rehabilitation Reserve
To Campus and Grounds $922.50
$1,626.50

The first of the above transfers will take care of refinishing the gym
floor, an item which came up as an emergency and was not taken into
consideration in the 1950-51 budget; the second replaces funds spent
from Campus and Grounds for payment of curbing installation on the
campus.
TRANSFER TO BUILDING REPAIRS, ECE

The Board approved the transfer of $2,500 from the Physical Plant Rehabilitation Reserve to Building Repairs at Eastern Oregon College of Education to cover furnace installation and garage repairs at the President's House.

ADDITION TO EXTENSION DAIRY MARKETING

In order to provide for necessary operating costs, the Board approved the addition of $320 to the Federal Extension Department of Dairy Marketing, funds to be provided from unbudgeted balances as of June 30, 1950, in gift funds from the Oregon Dairy Commission and the Federal Research and Marketing Administration.

REDUCTION IN DIRECTORS RESERVE

In order to bring the budget into agreement with actual funds available, the Board approved the reduction of the Federal Extension Director's Reserve in the amount of $1,360, due to reduction in that amount of Federal Farm Housing funds received.

ADDITION TO DIRECTORS RESERVE

The Board approved the addition of $3,473.59 to the Federal Extension Director's Reserve, funds to be provided from unbudgeted balances in Educational Extension Supplemental funds. This transfer represents unexpended budget balances carried forward on June 30, 1950.

ADDITION TO EXTENSION SEED MARKETING

The Board approved the addition of $120 to provide for necessary operating costs in the Federal Extension Department of Seed Marketing, funds to be provided from the Director's Reserve, representing unbudgeted funds received under the Federal Research and Marketing Act.

ADDITION TO EXTENSION AGRICULTURAL ECONOMICS

The Board approved the addition of $1,682 to wages on a marketing information project in the Federal Extension Department of Agricultural Economics - Information, funds to be provided from a net of $841 Production and Marketing Administration funds, matched by $841 from the Director's Reserve.

TRANSFERS AT DENTAL SCHOOL TO COVER PERSONNEL ADJUSTMENTS

The Board approved the transfer of $1,968 to Instruction and Clinic Salaries to cover personnel adjustments at the Dental School, funds to be provided from the following accounts:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral Diagnosis</td>
<td>$850</td>
</tr>
<tr>
<td>Child Study Clinic</td>
<td>246</td>
</tr>
<tr>
<td>Institutional Reserve</td>
<td>872</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$1,968</td>
</tr>
</tbody>
</table>

BUDGETING OF MILK MARKETING GRANT, OEC

The Board approved the budgeting as follows of the $6,800 Milk Marketing Administration grant to Oregon State College, reported in the gift section:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$2,170</td>
</tr>
<tr>
<td>Appointment of James O. Young as Research Assistant, Department of Dairy Husbandry, rank of Instructor, $3,720 salary rate, yearly tenure, 12-months basis, effective December 1, 1950.</td>
<td></td>
</tr>
<tr>
<td>Wages</td>
<td>2,000</td>
</tr>
<tr>
<td>Materials</td>
<td>830</td>
</tr>
<tr>
<td>Travel</td>
<td>1,000</td>
</tr>
<tr>
<td>Equipment</td>
<td>800</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$6,800</td>
</tr>
</tbody>
</table>
Meeting #199 - 19

BUDGETING OF MILK MARKETING GRANT, OSC

The Board approved the budgeting as follows of the $6,518 Milk Marketing Administration grant to Oregon State College, reported in the gift section:

Salaries $2,520
Appointment of Melvin J. Conklin as Assistant Agricultural Economist, Agricultural Experiment Station, rank of Assistant Professor, $4,320 salary rate, yearly tenure, 12-months basis, effective December 1, 1950.

Wages 1,500
Materials 1,198
Travel 800
Equipment 500

$ 6,518

TRANSFER TO COMPTROLLER'S OFFICE FROM MED. SCH.

The Board approved the transfer of $1,000 from the Medical School Institutional Reserve to wages in the Comptroller's Office, to cover costs of typing Medical School claims, a service which has been transferred from the Medical School to the Comptroller's Office.

SPECIAL RESEARCH ACCOUNT AT OREGON COLLEGE OF EDUCATION

The Board approved the setting up of a special research account at Oregon College of Education entitled "Research Studies for Colleges of Education" in the amount of $600 to provide the necessary costs of a research study on the effectiveness of the teacher education program of the Oregon Colleges of Education, to be carried out by Mr. John Miller, Director of Teacher Education at Eastern Oregon College of Education, during his sabbatical leave. This amount will be provided by transfer from the Board's Reserve for General Research.

ADDITION TO EDITORS OFFICE U OF O

The Board approved the addition of $932.42 to the 1950-51 University Editor's Office budget, this amount to be provided from publication sales. These additional funds are necessary to reimburse the Editor's Office for expenses incurred in connection with these publications.

BUDGETING OF MILK MARKETING GRANT, OSC

The Board approved the budgeting of the $1,500 grant from the Oregon Milk Marketing Administration to Oregon State College, reported in the gift section, to wages in the Department of Agricultural Economics, Agricultural Experiment Station.

REDUCTION IN EXPENDITURE BUDGET AND FEE INCOME ESTIMATES, VANPORT

The enrollment at the Vanport Extension Center has fallen considerably below the estimates made when the budget was prepared last April. As a result, the Board is approving the following budgetary adjustments at this time: (1) a net reduction of $23,902.83 in the expenditure budget for the current year (this is after providing for the retirement and Civil Service assessments in the amount of $7,968); (2) a reduction in fee income below the original estimates of $78,175.

The net effect of this action will be to reduce the Board's Unappropriated Fund $54,272.17.
The Board approved the transfer of $2,490.15 from the Director's Reserve to the Columbia Basin Agricultural Development project in Federal Cooperative Extension. This amount is to be used to defray the Oregon Extension Service share of the cost in a project for a coordinated agricultural plan for the Columbia Basin Area in cooperation with the States of Washington, Idaho and Montana. An equal amount is to be provided from the Oregon Experiment Station budget, to provide a total of $4,980.30 from Oregon toward the total annual budget for the project of $13,000. It is of interest to note that Mr. Walter Leth, former Oregon County Agent, has been selected as coordinating officer by the representatives of the four states.

The Board approved the following personnel adjustments at the University, the necessary funds being provided in the 1950-51 budget:

**V. M. Weber, Increase in Time**

Increase in time for Vinson M. Weber, Associate Professor of Dentistry, from 80 per cent time to full time, no change in rank or tenure, with a corresponding increase in salary rate from $4,800 to $6,000, effective January 1, 1951. $600 additional salary funds to be transferred from the Institutional Reserve.

**H. E. Dean, Military Leave**

Military leave of absence for Dr. Howard E. Dean, Assistant Professor of Political Science, effective January 2, 1951; and redistribution of time and salary for Vincent Ostrom, Assistant Professor of Political Science, from 50 to 75 per cent in Political Science and from 50 to 25 per cent in the General Extension Division budget, no change in rank or tenure, effective for the winter term 1951 only. $340.83 increase in salary required in the Political Science budget to be provided from funds released by Dr. Dean's military leave, with the remainder of $2,585.84 unallocated pending future recommendation. $380.83 released in General Extension to be held in the budget.

**H. M. Hackett, Increase in Time**

Increase in time for Howard M. Hackett, Associate Professor of Chemistry at the Dental School, from 50 per cent to 91 per cent time, with a corresponding increase in salary rate from $3,300 to $6,006, no change in rank or tenure, effective January 1, 1951. $1,353 required salary funds to be provided from wages in the Navy Research, Oral Bacteriology budget for the balance of the current fiscal year.

The Board approved the following personnel adjustments at the State College, the necessary funds being provided in the 1950-51 budget:

**Hollis Ottaway, Appointment**

Appointment of Hollis Ottaway as County Extension Agent in Marion County, rank of Assistant Professor, at an annual salary rate of $4,620, yearly tenure, 12-months basis, effective December 26, 1950, replacing Harry Riches who is on military leave. $2,384.52 required salary funds to be transferred from the Director's Reserve.

Paul Goodmonson, advance in rank for Paul Goodmonson, Farm Woodlot Products Marketing Advance in Rank Specialist, from Instructor to Assistant Professor, and increase in salary rate from $4,620 to $5,244, no change in tenure or term of service, effective January 1, 1951. $312 required salary to be provided $186 from addition of new funds, Research and Marketing Act, and $126 from the Director's Reserve.
Meeting #199 - 21

Bon Newell, Salary Increase
Increase in salary rate for Ben Newell, County Extension Agent in Marion County, rank of Associate Professor, from $4,740 to $4,920, no change in rank, tenure, or term of service, effective January 1, 1951. $90 required salary to be transferred from the Director's Reserve.

S. B. Fansher, Salary Increase
Increase in salary rate for Stanley B. Fansher, Polk County Extension Agent, rank of Instructor, from $3,790 to $4,008, no change in rank or tenure. $114 required salary funds to be transferred from the Director's Reserve.

Willard Craig, Sabbatical Leave
Sabbatical leave for Willard Craig, Associate Professor of Business Administration, for the period January 1, 1951 to the close of the current school year, on a half salary basis, for the purpose of research and preparation of thesis for his Ph. D.

J. R. Cox, Resignation
Resignation of Joseph R. Cox, Jr., Washington County Extension Agent for Agriculture, rank of Assistant Professor, effective December 31, 1950, to enter private business. $2,220 released salary funds to be transferred to the Director's Reserve.

Frances Gallatin, Appointment
Appointment of Miss Frances Gallatin as County Extension Agent, Home Economics, Columbia County, rank of Assistant Professor, at an annual salary rate of $4,500, yearly tenure, 12-months basis, effective February 1, 1951. $1,875 required salary to be transferred from the Director's Reserve.

H. J. O'Reilly, Reduction in Salary Basis
Reduction in salary basis from full-time to half-time during the period February 3, 1951, to March 17, 1951, for H. J. O'Reilly, Superintendent of The Dallas Experimental Area, rank of Assistant Professor, no change in rank or tenure, in order to undertake a graduate study program during the winter quarter 1951. $302.78 released salary funds to be transferred to the requisition budget.

Nedra LeBlond, Deceased
Transfer of $887.50 salary released in Library by the death of Miss Nedra LeBlond, Assistant Reference Librarian, rank of Assistant Professor, on December 22, 1950, $295.50 to the Institutional Reserve and $592 to wages.

John Burtner, Deceased
Transfer to the Institutional Reserve of $2,935.49 salary released in the News Bureau by the death of John B. Burtner, Director of the News Bureau, rank of Professor, on December 22, 1950.

Frances Clinton, Sabbatical Leave
Sabbatical leave on half salary for Miss Frances Clinton, State Extension Agent, Home Economics, rank of Professor, for the six-months' period March 1 through August 31, 1951, for the purpose of study, travel, and observation of extension methods here and abroad. $890 released salary to be transferred to the Director's Reserve.

D. E. Bullis, Redistibution of Time and Salary
Reallocation of time and salary for D. E. Bullis, Experiment Station Chemist, rank of Professor, from full time at $5,796 salary rate in Agricultural Chemistry to 90 per cent time at $4,956 in Agricultural Chemistry and 10 per cent time at $840 in Hops Analyses, no change in rank or tenure, effective January 1, 1951. $840 salary funds released in Agricultural Chemistry to be transferred to the Director's Reserve;
$840 required in Hops Analyzes to be provided from unbudgeted funds carried forward on July 1, 1950, as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td></td>
</tr>
<tr>
<td>Research and Marketing</td>
<td>$420.00</td>
</tr>
<tr>
<td>Gifts</td>
<td>420.00</td>
</tr>
<tr>
<td>Materials and Expense</td>
<td></td>
</tr>
<tr>
<td>Research and Marketing</td>
<td>639.90</td>
</tr>
<tr>
<td>Gifts</td>
<td>639.85</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$2,119.75</td>
</tr>
</tbody>
</table>

T. P. Davidson, Increase in salary rate for Thomas P. Davidson, Research Assistant Salary Increase at the Umatilla Experiment Station, rank of Instructor, from $3,324 to $3,600, no change in rank or tenure, effective December 1, 1950. $161 required salary to be provided from the Umatilla Branch Station requisition budget.

W. C. Baker, Resignation of Walter C. Baker, Associate Professor of Mechanical Engineering, effective April 1, 1951, to accept a position as Chief Engineer for the Nestle Company. $725.00 salary savings in Mechanical Engineering to be transferred to the Institutional Reserve, with $725.00 released in Physical Plant Heating to remain unallocated pending replacement.

The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1950-51 budget:

Joseph Adams, Appointment of Joseph Adams as Director of Information Services, Instructor rank, at an annual salary rate of $4,200, yearly tenure, 12-months basis, effective January 15, 1951. $458.07 salary funds released by late appointment to be transferred to the Institutional Reserve. This involves making a half-time position a full-time appointment, including service as Information and Editorial Specialist, Alumni Secretary, and Gift Promotion.

Perquisites in the form of meals are being discontinued for the following employees at the Medical School. It is recommended that their salaries be increased as follows in 1950-51 as a cash equivalent for these perquisites no longer received:

Shirley M. Thompson, Increase in salary rate for Miss Shirley M. Thompson, Superintendent of Doernbecher Hospital and Assistant Professor of Nursing, from $4,488 to $4,584, no change in rank or tenure, effective January 1, 1951. $48 required salary to be provided from unbudgeted balances in Hospital Fees.

Juliet Smith, Increase in salary rate for Miss Juliet Smith, Instructor in Nursing from $3,120 to $3,312, no change in rank or tenure, effective January 1, 1951. $96 required salary to be provided from unbudgeted balances in Hospital Fees.
Eleanor Luttrell, Increase in salary rate for Miss Eleanor Luttrell, Instructor in Nursing, from $3,360 to $3,552, no change in rank or tenure, effective January 1, 1951, through February 14, 1951, the date of her intended resignation. $93.71 required salary funds to be provided from the Institutional Reserve.

Blanche Chelewski, Increase in salary rate for Miss Blanche Chelewski, Instructor in Nursing, from $3,360 to $3,552, effective on the date of her appointment, February 19, 1951. $69.71 required salary to be transferred from the Institutional Reserve.

Margaret Kennard, Resignation Resignation of Dr. Margaret Kennard, Associate Professor of Surgery and Neurophysiology, for personal reasons, effective January 1, 1951. Salary savings of $3,600 to be transferred to the Institutional Reserve.

The Board approved the following personnel adjustments at Eastern Oregon College of Education, the necessary funds being provided in the 1950-51 budget:

D. K. Nelson, Appointment Appointment of Donald K. Nelson as Assistant Professor and Librarian at an annual salary rate of $4,600, yearly tenure, 12-months basis, effective July 1, 1950. $200 released salary funds, due to appointment at lower rate than budgeted, to be transferred to the Institutional Reserve.

The Board approved the following personnel adjustments in the General Extension Division, the necessary funds being provided in the 1950-51 budget:

Philip Kalal, Appointment Appointment of Philip Kalal as Director of Music and Announcer, Radio Station KOAC, rank of Assistant Professor, at an annual salary rate of $4,000, yearly tenure, 12-months basis, effective January 1, 1951. $62.23 salary funds required for this appointment at a higher rate than budgeted to be transferred from the Institutional Reserve.

Don Somerville, Salary Adjustment Transfer of $700 salary of Don Somerville, Specialist in Radio Education, rank of Assistant Professor, from State-Wide Classes to KOAC Program, due to added time given to KOAC because of resignations in the KOAC staff. This transfer to be effective for the fall term 1950 only, with no change in salary rate, rank or tenure. The necessary funds in KOAC Programs to be provided from an unallocated salary item. $700 released in State-Wide Classes to be transferred to wages.

H. W. Bernard, Transfer of Time Transfer of 10 per cent time of Dr. Harold W. Bernard, Assistant Professor of Education in the Portland Extension Center, to the School of Education budget at the State College, no change in rank, tenure, or salary rate, effective September 1, 1950. $450 required salary funds in Oregon State College School of Education to be transferred from Portland Extension Center budget.

Curtis Reid Leave of Absence Leave of absence without pay for Dr. Curtis Reid, Head of the Visual Instruction Department, rank of Associate Professor, for the period January 15, 1951, to March 15, 1951, to assist the Federal Government with a special motion picture research job in Washington, D. C. $866.66 released salary funds to be distributed as provided below.
J. F. Shrawder, Increase in time and salary rate for John F. Shrawder, Instructor in Visual Aids, from $1,560 for 50 per cent time, to $3,120 for full time for the purpose of carrying on certain routine duties and activities normally carried by Dr. Reid, no change in rank or tenure, effective January 15, 1951, through June 30, 1951. $671.10 required salary for Mr. Shrawder's increase in time to be provided from $866.66 released by Dr. Reid's leave of absence, plus $4.44 to be transferred from the requisition budget.

ADJOURNMENT The Board adjourned at 11:00 a.m.

EDGAR W. SMITH, President

CHARLES D. BYRNE, Secretary