STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
JUNE 19, 1951
10:05 A.M.

MEETING #202  A regular meeting of the State Board of Higher Education was held at the Benson Hotel, Portland, Oregon, on June 19, 1951.

ROLL CALL  The meeting was called to order at 10:05 A.M., by the Vice-President of the Board, Dr. R. E. Kleinsorge, and on roll call the following answered present:

Henry F. Cabell  A. S. Grant
George F. Chambers  Cheryl S. MacNaughton
Leif S. Finseth  Frank J. Van Dyke
R. E. Kleinsorge

Absent: Edgar W. Smith and Herman Oliver.

There were also present: Dr. Charles D. Byrne, Chancellor; President H. K. Newbourn of the University of Oregon; President R. J. Maaske of Oregon College of Education; President R. G. Langston of Eastern Oregon College of Education; Mr. Viron A. Moore, Acting Dean of the General Extension Division; Mr. H. A. Bork, Comptroller; Mr. R. L. Collins, Budget Director; Mr. Travis Cross, Director of Information; Dean E. B. Lemon of Oregon State College; Mr. William A. Zimmerman, Business Manager of the Medical School.

RE ABSENCE OF SMITH AND OLIVER  Dr. Kleinsorge noted that this was the first roll call missed by Mr. Smith since his appointment to the Board, and that his absence was due to the fact that the postponement of the date of this meeting resulted in a conflict with plans which Mr. Smith had previously made and could not change.

Mr. Oliver attended the committee meetings yesterday but was unable to stay for the regular meeting because of the pressure of ranch responsibilities.

MINUTES APPROVED  The Board voted to dispense with the reading of the minutes of the last regular meeting held on April 21, 1951, and approved the minutes of that meeting as they appeared in the docket.

Mr. Leif S. Finseth, Acting Chairman of the Building Committee, presented the following report:

UTILITY TUNNEL AND STEAM DISTRIBUTION BIDS  "The Building Committee opened bids on Tuesday, June 5, 1951, for the first unit of the utility tunnel and steam distribution system at Oregon State College. There were four bidders on the tunnel system and seven bidders on the steam system. The four bidders on the tunnel system also submitted combined bids covering both the tunnel work and steam piping work. Following are the low bidders:

Tunnel:  Donald M. Drake Company, Portland  $365,896
Steam Lines:  A. J. Cheff Company, Seattle  161,000
TOTAL  $526,896
June 19, 1951

"The total of the above two separate bids was lower than any combined bid. The bids were only about $23,000 above the estimate made by the Engineer.

"You will recall that the Board authorized the Building Committee to make an award of contract if the bids were deemed reasonable. The Committee made conditional awards to the low bidders, subject to the approval of the National Production Authority, which must authorize proceeding with the project.

"Funds for this project were made available by the 1951 Legislative Assembly.

"The Committee recommends that the awards to the low bidders be confirmed, subject to approval by N.P.A."

The Board accepted the report of the Committee and confirmed, subject to National Production Authority approval, the awards to low bidders made conditionally by the Committee on June 5, 1951.

Mr. Finseth continued his report as follows:

"The Building Committee, represented by your chairman and Mr. Van Dyke, inspected the new library building at Southern Oregon College of Education on Saturday, June 2, 1951. The college officials had also arranged a very fine dedicatory program which was attended by at least 300 people.

"You will recall that this combination library and classroom building was financed from the 1949 legislative appropriation with an allotment of $360,000. The building will be completed within this sum.

"The Committee was impressed with the amount of building obtained at this cost. The second floor contains stack capacity that will provide for greatly expanded library holdings, has a beautiful reading room immediately adjacent to the stacks, all the necessary office and work space for library management, and a unit consisting of a preview room for films, and listening rooms and a storage room for records.

"The first floor provides a splendid children's reading room with book stacks, a visual aid room with an adjacent projection room, five classrooms, and a newspaper room. You will recall that when the bids came in it was possible to expand the original finished area in the basement. This lower floor, a major portion of which is above ground, provides five added classrooms; a modern set-up for broadcasting, including two studios, a control room, an audience room, and a news room; a room for industrial arts which will also serve as a shop for the institution; and a very large storage and warehouse area for the entire campus, including space for the storage of institutional cars.

"The Committee is very pleased with the architectural lines of the building, with the interior finish and decorating, and with the planning throughout. The Committee wishes to commend the institutional officials and the architect for the splendid planning job done on the building that has resulted in not only creating modern
library facilities for the institution but also adding so substantially to the classroom and other facilities.

"The Committee recommends that the project be officially accepted subject to the addition or correction of a few minor items."

The Board adopted the report of the Committee and accepted the new library building at Southern Oregon College of Education, subject to minor additions or corrections.

Mr. Finseth reported as follows on the Oregon College of Education library building:

"The Chairman of your Building Committee and Mr. Finseth, on Thursday, May 31, 1951, inspected the new library building at Oregon College of Education. This building was constructed with funds from the 1949 legislative appropriation amounting to $260,000, supplemented by balances from a previous appropriation totaling $7,601.56 or a grand total of $267,601.56. The building, including equipment, landscaping and walks, will be completed within this amount.

"The building is a two-story concrete structure with brick veneer. The spacious and well-lighted reading room occupies the north portion of the first floor with the south end of the building devoted to book stacks. The library control and workshop area is centrally located between the reading room and the stack area. The lower floor is at approximate ground level with view windows and entrances facing to the north and east. A large area on this ground floor is devoted to a well-appointed children's reading room with adjacent stack facilities. This floor also provides facilities for the audio-visual aids department, the broadcasting and recording studio, and a beautiful faculty lounge with a fireplace.

"The book storage capacity of the building, because of the modular type construction, will lend itself readily to expansion as the book stocks at the institution grow. The most modern and attractive equipment for the entire building has been provided within the building budget.

"Because of its attractive and splendid functional designs, this structure is a significant addition to the campus. The old quarters for the library in Campbell Hall were among the worst in the State System.

"The Committee wishes to commend the institutional officials and the architect for the creation of this beautiful structure with its splendid planning and attractive interior finish and decoration. It is recommended that the project be officially accepted subject to completion of a few minor items."

The Board adopted the report of the Committee and accepted the new library building at Oregon College of Education subject to completion of a few minor items.
Mr. Finseth continued his report as follows:

"Final plans and specifications for the addition to, and remodeling of the Home Economics building at Oregon State College were presented by President Strand and Architect Bear. This project calls for the addition of a three-story wing to the building and the thorough remodeling of the old portion of the building which was erected almost 40 years ago.

"The Building Committee examined the plans and is satisfied with the project as presented by the Architect.

"The project budget, totaling approximately $905,000 was also presented. Certain modifications in the original plans for the project, particularly the need for complete rewiring and the addition of a balcony and expanding the seating capacity of the auditorium were the chief items in increasing the cost above original estimates.

"Because the 1951 Legislature appropriated only $730,000 for the project, it will be necessary to bring additional funds to the project if a thorough and complete job is done. President Strand recommended that balances in the building fund from previous appropriations, amounting to approximately $88,000 be added to the recent Legislative appropriation, making approximately $818,000 available. The architect's estimates place the over-all cost of the project above this amount so that it is necessary to introduce a substantial list of alternates.

"The Building Committee feels that the project as planned should be carried out if at all possible. It is, therefore, approving the plans as submitted and authorizing the proper officials to advertise for bids, the bids to be opened on July 23, at the time of the next regular Board meeting."

The Board accepted the report of the Committee, approved the plans as submitted, and authorized the proper officials to advertise for bids to be opened July 23, 1951.

Mr. Finseth continued as follows:

"Final plans and specifications for the Business Administration-Social Science building addition at the University of Oregon were presented by President Newburn and Architects Wick and Hilgers. The project consists of a new unit connecting Oregon Hall and the Commerce Building. There will also be considerable remodeling done in both of the old buildings. The new construction, estimated to cost $500,000, is to be submitted to bid with the rehabilitation of the old buildings, estimated at $96,500, to be done by the physical plant staff. The total project, including equipment and overhead expense comes within the $700,000 appropriated by the 1951 Legislature.

"The plans, as presented, for both the new addition and for the remodeling of the old buildings, meet with the approval of the committee. It, therefore, recommends that the proper officials be authorized to advertise for bids, the bids to be opened on July 23,
at the time of the next regular Board meeting. It also recommends that authorization be granted to proceed with the remodeling as soon as the bids on the new portion of the structure are received and are within the range of the estimated costs in the project budget."

The Board accepted the report of the Committee, approved the plans as submitted, authorized the proper officials to advertise for bids on the new portion of the structure, bids to be opened July 23, 1951, and authorized remodeling by the physical plant staff to proceed as soon as bids on the new construction are determined to be within the range of estimated costs.

Mr. Finseth reported as follows on the Southern Oregon College of Education Dormitory Expansion program:

"A program of dormitory expansion at Southern Oregon College of Education was presented by President Stevenson. He pointed out that existing dormitories for women students are entirely inadequate with the occupancy at Susanne Homes Hall running, during the last year, about 125% of the capacity. The proposals made by President Stevenson included the following:

1. The construction of an additional wing on Susanne Homes Hall which will house 52 additional women. The cost of the wing, with some remodeling of dining facilities in the existing dormitory, is estimated at approximately $150,000, with the total cost including overhead and equipment, estimated at $182,000. To provide a two-year bond service sinking fund of $22,000 will mean that a bond issue of approximately $204,000 will be necessary since this building has to be self-financed.

2. The second phase of the dormitory program is the complete renovation of the war surplus dormitory for men, including new equipment, at a cost of approximately $15,000.

3. To return to the Board approximately $56,000 advanced from Board funds when Susanne Homes Hall was erected to supplement the Legislative appropriation.

"The program of financing the new wing calls for pledging the net income from both the new and the old dormitory and also the $5.00 per term student building fee. These resources will give a 195% coverage on the debt service. The Finance Committee indicated its belief that the financial program was sound.

"Balances on hand in the student building fee account and in the dormitory and housing operations of the institution amount to more than $100,000. From this it will be possible to finance the $15,000 expense in rehabilitating the men's dormitory and also repay the $56,000 advance to the Board.

"The Chancellor indicated that this program would assist in caring for the serious housing problem at the institution but indicated that another dormitory wing for men and another wing for women should be included in the Board's building program for the future.
The Building Committee reviewed in detail the plans for the new wing and is recommending that the architect be authorized to proceed in drawing up final plans and specifications. When these are ready, probably by the September meeting, further review will be given the financing program by the Finance Committee in the light of the bond market at the time and the federal regulations governing the issuance of bonds for construction purposes.

"The Building Committee also recommends that authorization be granted for the necessary improvements in the men's dormitory, utilizing balances on hand. It is also understood that the Board advance of approximately $56,000 will be transferred from the institutional balances to the Board's unappropriated fund when the final financial program is worked out on the new wing."

The Board accepted the report of the Committee, authorized the architect to prepare final plans and specifications for the new wing for Susanne Homes Hall, and authorized necessary improvements in the men's dormitory for which balances on hand will be utilized. It is understood that the program for financing the new wing will be submitted to the Finance Committee for review when final plans are submitted.

Mr. Finseth continued the Building Committee report as follows:

"President Strand explained to the Committee the plan to build an experiment station service building at the Hyslop Experiment Station Farm at Granger. A 40 x 80 Butler-type building is estimated to cost $15,000. Funds for this building were appropriated by the 1951 Legislature in the operating budget for the experiment station. In order to get the building under way immediately, President Strand asked authorization to purchase the Butler-type building and to proceed in awarding a contract for its construction on the site. The Committee approves the project and so recommends to the Board."

The Board accepted the report of the Committee and authorized the College officials to purchase the necessary Butler-type building and proceed with the award of a contract for its construction.

Mr. Finseth continued as follows:

"Authorization was requested by President Strand to employ an architect to prepare preliminary plans for the new animal disease diagnostic laboratory building and for a feed storage building at the mink research unit. It is estimated that these two buildings which will be financed from the Legislative appropriation, will cost approximately $60,000.

"In order to get the planning work under way immediately, the employment of Mr. Cleo Jenkins, a Corvallis Architect, is recommended. Plans can then be prepared and presented to the Board at the July meeting so that construction can be undertaken this summer. The Building Committee concurs in this recommendation."

The Board approved the report and the recommendation included therein and authorized the employment of Architect Cleo Jenkins to prepare the preliminary plans.
Mr. Finseth continued:

"President Newburn recommended to the Committee that Mary Spiller Hall, the small wing on the north end of Hendricks Hall, one of the women's dormitories at the University, be removed. Dr. Newburn explained that this wooden structure erected in 1908 houses only 24 girls. Immediate improvements, costing $2,500, would be necessary. He also indicated that the operating costs of this small unit are high in proportion to the income received. Girls now housed in the unit can probably be located in other women's dormitories without overcrowding.

"The Committee is in agreement with this program to remove Mary Spiller Hall and so recommends to the Board."

The Board accepted the report of the Committee and authorized the removal of Mary Spiller Hall.

Mr. Finseth reported as follows on the Eastern Oregon College of Education library building:

"The Building Committee wishes to acknowledge and transmit to the Board President Langston's invitation to participate in the dedication of the new library at Eastern Oregon College of Education on July 15. The building is now complete and has been occupied for some time. The Building Committee is scheduled to inspect the building just prior to the dedication ceremony. It will facilitate final payment to the contractor if the Board grants permission to the Committee to accept the building, on behalf of the Board, following its inspection on July 15. The Committee, therefore, recommends that the Board grant authority to the Committee to formally accept the project if it is found to be satisfactory."

The Board accepted the report and granted the Building Committee authority to accept the project formally on behalf of the Board if, upon inspection, the Committee finds the building to be satisfactory.

Mr. Finseth concluded the report of the Building Committee as follows:

"The Building Committee opened bids on the remodeling of the old Dairy Building yesterday afternoon. Four bids were submitted on this project with Nored Construction Company being low bidder at a price of $51,513. Adding to this the overhead costs of architects fees and the necessary contingency fund, makes the total cost of the project $61,000.

"The Board had set aside for this project $50,000 in Legislative building funds from the 1949 appropriation. The Committee feels, however, that the remodeling of this building must go forward particularly in view of the need for classrooms and other facilities to replace the space in the Home Economics building during the remodeling program. President Strand indicated that he could make available for this project $11,000 from the institutional reserve to supplement the building fund.

"The Committee, therefore recommends that the contract be awarded to the Nored Construction Company, the low bidder, and that the project budget be set up at $61,000."
The Board adopted the report of the Committee and accepted the bid of Nored Construction Company, the low bidder.

Dr. Kleinsorge, Chairman of the Building Committee, reported that bids on the steam boiler and electric turbine were opened yesterday but the results were determined too late to be included in the regular report of the Building Committee. Low bidder on the steam boiler was P. S. Lord, Mechanical Contractors, with a bid of $254,230. The Committee recommends acceptance of this bid.

Because of the lack of sufficient funds, the Committee recommends that no bid be accepted for the turbine generator at this time. The generator was planned to produce electricity from the steam plant and would also be of great educational value to the School of Engineering, but the project is so designed that the generator can be added at a later date if money becomes available and the addition is deemed desirable.

The Board adopted the report and the recommendations of the Committee and accepted the bid of P. S. Lord, Mechanical Contractors, the low bidder, on the steam boiler.

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

"The annual operating budget for the fiscal year 1951-52 was considered by the Finance Committee yesterday with other members of the Board present. The Committee had previously held several other meetings considering general policies to be followed in building the budget. The budget as presented by the Chancellor follows the general plan approved at the meeting of the Finance Committee on May 8, 1951. For the operation of the eight campus instructional units, the General Extension Division and other general services of the State System, the budget as submitted calls for the expenditure of $13,262,860 of which $10,477,854 comes from state funds, and the remainder largely from student fees.

"In addition there is budgeted for the operation of the state-wide services, including the hospitals and clinics at the Medical School and the programs of the Agricultural Research and Federal Cooperative Extension, the sum of $4,815,913.

"For all State System activities including the eight campus instructional units, the General Extension program and other types of adult education; agricultural and other research; Federal Cooperative Extension; and the hospital and clinic services, approximately 74 per cent of the support is received from the state—the remaining 26 per cent coming from gifts, fees, sales, Federal and county funds, and miscellaneous sources. The grand total annual support of the State System supplied from sources other than state taxes amounts to $4,633,560."
"The recommended instructional budgets by institutions are as follows:

University of Oregon $3,275,973.60
University of Oregon Dental School 630,884.00
University of Oregon Medical School 1,217,098.45
Oregon State College 4,722,885.45
Oregon College of Education 460,666.00
Southern Oregon College of Education 390,109.00
Eastern Oregon College of Education 334,238.00
Vancouver Extension Center 305,605.00
General Extension Division 597,443.00
Centralized Activities 298,617.00
Board's Reserves for Special Purposes 794,721.00
Board's Reserve for Emergencies 275,000.00

Total Recommended Budgets for Instruction and General Services $13,262,860.50

"The Board's special reserves provide for such items as the Physical Plant Rehabilitation Reserve, $81,432; Physical Plant operation of new buildings, $187,534; equipment acquisition reserve, $171,600; land purchase reserve, $80,000; and other reserves for special purposes.

"For state-wide public services, the recommended budgets are as follows:

University of Oregon Medical School
Teaching Hospital and Clinics $ 881,368.07

Federal Cooperative Extension Service in Agriculture, Home Economics and 4-H Club 1,844,514.71

Agricultural Research, Experiment Stations 2,090,011.93

Total Recommended Budgets for State-Wide Public Services $4,815,912.71

"This annual budget follows the legislative directive for upward wage adjustments for the civil service staff and the general understanding with the Ways and Means Committee of the Legislature for increasing salaries of professional staff. It was necessary, however, to meet certain cuts made by the Legislature in the Board's request, chiefly by reducing the total number of professional staff, through leaving unfilled certain vacancies caused by military service, resignation, and retirement, and by reducing the civil service workers in certain areas. It was necessary also to increase student fees approximately 24 per cent to meet increased prices of supplies and equipment for the campus instructional units."
"In consideration of the substantial increase in the cost of living, the budget as submitted provides a 15 per cent salary adjustment fund for professional staff members. This enables the State System to more nearly hold its own in the highly competitive market for staff members and enables the institutional executives to ward off losses of able teachers and researchers. Of this fund, upon recommendation by the Chancellor and the executive officers of the institutions, approximately two-thirds is utilized to provide across-the-board salary increases of 10 per cent with upper limits of $500 per year in the ranks of Associate Professor or below and $600 per year in the Professor rank. The remaining one-third of the salary adjustment fund has been applied in the form of merit adjustments. The Finance Committee reviewed carefully and approves this plan for the application of salary adjustment funds.

"While the Committee is aware of further needs of the institutions, it does feel that the recommended budget makes the best possible use of the funds available. It is, therefore, the recommendation of the Finance Committee that the budget for the year 1951-52 and the personnel adjustments contained in the volumes 'Budget Summaries and Personnel Adjustments for the Fiscal Year Ending June 30, 1952,' and 'Budget Supplement, Year 1951-52,' be approved as submitted by the Chancellor."

The Board adopted the report and the recommendations of the Committee and approved the budget for the year 1951-52 and the personnel adjustments contained in the volumes "Budget Summaries and Personnel Adjustments for the Fiscal Year Ending June 20, 1952," and "Budget Supplement, Year 1951-52," as submitted by the Chancellor.

Mr. Cabell then reported on the Gellatly matter as follows:

"In connection with the acquisition of land for the Coliseum site at Oregon State College, a small acreage and house owned by Mr. Gellatly was not required at the time the building was constructed; hence, because of health conditions in the family and inability to agree on price, the purchase was deferred. It now becomes necessary to acquire this property because a large drainage sewer is being constructed immediately and fill-dirt from the heating tunnel project will be used in levelling off the area through which the sewer will pass. Three appraisals have been obtained from qualified appraisers on the property, with the average appraisal being $12,211. State College officials, in consideration of causing Mr. Gellatly to give up his home, made an offer of $14,000 for the property. Mr. Gellatly has refused this offer. Since it is necessary to acquire and actually take possession of a portion of this property at once because of immediate work going forward on the tunnel, President Strand recommended that condemnation be authorized. It will be necessary for the Board to pass a resolution declaring the acquisition of the property to be necessary and requesting the Attorney General to commence and prosecute a suit or whatever action may be necessary to acquire title to the property.

"Funds for this property were set aside two years ago to cover the purchase. The resolution will now be read for consideration by the Board."
Mr. Zimmerman then read the following resolution:

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

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

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

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

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

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

   All the 9/8 of that piece or parcel of land described as follows to wit; beginning at a point 17.04 chs. N 88o 55’ W and .454 chs. from a point where the center line of the Corvallis and Eastern Railroad track intersects the east line of the Chas. Johnson D.L.C., being claim No. 40 in Twp. 12 S. Rge. 5 W. W.M. in Benton County, Oregon and running thence S. 10.22 chs. to a point in the prolongation of the north side of Depot St., in the City of Corvallis, thence S. 80o 30’ West 3.87 chs., thence N. 10.79 chs., thence N. 88o 58’ East 3.82 chs., to the point of beginning.

2. That the State Board of Higher Education does hereby find and declare, as a result of its investigation, that the acquisition of the fee title to said real property, free and clear of all interest of every
kind and nature, is necessary to carry out the proposed program of Oregon State College for its expansion to meet the public need.

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

Upon a motion by Mr. Grant and second by Mr. Van Dyke, the Board voted as follows on the acceptance of the report of the Committee and the adoption of the resolution:

Voting aye: Henry F. Cabell
George F. Chambers
Leif S. Finseth
A. S. Grant
Cheryl S. MacNaughton
Frank J. Van Dyke
R. E. Kleinsorge

Voting no: None

The chairman thereupon announced that the report of the Committee was accepted and the above resolution was adopted by the Board.

Mr. Cabell continued his report as follows:

"When the Physical Education building was erected at the Oregon College of Education some sixteen years ago, the sum of $13,000 was transferred from dormitory balances to the construction account of that building in order to finance the structure and obtain a Federal PWA grant sufficient to cover the cost. In order to go forward with necessary remodeling in Todd Hall, the women's dormitory, and in Arnold Arms and West House, two other living units on the campus, and to replace certain obsolete equipment in these student living units, President Maaske recommends that the dormitory account be reimbursed to the extent of $13,000 from the Training School Rental Account. Funds in this rental account arise from a contract entered into when the new training school was built whereby the local school district repays to the Board the sum of $5,000 per year over a period of nineteen fiscal years. Since this repayment income has been set aside by the Board for improvements at the Oregon College of Education, it appears within Board policy to reimburse this dormitory account from the training school rental fund. The Finance Committee concurs in this recommendation with the understanding that the program of improvements in the dormitory and in the two housing units will be submitted to the Chancellor's Office for review before proceeding with the work."

The Board accepted the report of the Committee and authorized the transfer of $13,000.00 from the Training School Rental Account to the Dormitory Account, it being understood that the program of improvements will be submitted to the Chancellor's Office for review before the work proceeds.
Mr. Cabell continued:

"In its report on the budget for 1951-52, the Finance Committee indicated that because of the increased cost of supplies and equipment and the inability of the Legislature to provide all the funds necessary to cover this increased cost, it was necessary to increase student fees. At a meeting on May 8, when the budget plan was approved, the Committee reviewed carefully the new schedule of fees proposed by the institutional executives and the Chancellor and endorsed their recommendations. Although the increase varies somewhat for particular curricula, over-all the increase amounts to approximately 2½ per cent. It should be pointed out that the adjustments are in line with increases already made at neighboring state institutions and for the most part are less than increases already in effect in most Middle Western state institutions.

"The following specific increases in the fee schedule for the next academic year are recommended for approval and official record at this time:

1. The total charge for resident students at the University, the State College, and Community Colleges is adjusted from $44 per term to $55 per term. Of this increase, at the University and at the State College, $4.50 per term must go to finance certain student activities and services outside of the budget, such as the Student Health Services and Gym Suit Services, including laundry, and certain recreational, educational and union activities. These student activities are self-sustaining and the increased costs require the levying of additional fees to balance these budgets.

2. At the Vanport Extension Center the recommended increase is from $36 per term to $52 per term. This brings the fee at the Center in line with comparable work at the University and the State College and levies, for the first time, a $5 per term building fee.

3. At the three colleges of education, a uniform per term fee of $40 is recommended. Previously the charge was $30 per term for the teacher education and lower division curricula and $40 for the two-year terminal programs.

4. At the Medical School the present fee is $124.50 per term and the recommended fee is $150 per term.

5. At the Dental School, the present fee is $116.50 per term and the recommended fee is $140 per term.

6. Small increases are recommended in the Nursing Education curricula at the Medical School, the diploma students to be assessed $25 per term; undergraduate nursing students, $40 per term; and graduate nurses and medical technology students, $45 per term."
7. The out-of-state fee at the University, State College, Vanport Extension Center, the Medical School, and the Dental School is made uniform at $60 per term, an increase of $10. This is in line with increases already made at other comparable state institutions.

8. The out-of-state fee is increased at the colleges of education from $10 to $20 per term and for nursing students from $20 to $30 per term.

9. A comparable increase has been made for all part-time students who are assessed on the basis of the number of credits taken. This part-time fee, throughout the system, has been changed from $5 to $6 per credit hour. The charge for graduate students, fellows and research assistants has been adjusted correspondingly.

"The Finance Committee feels that since no substantial increase in fees has been made at the several institutions in recent years, and since all costs of the educational program have gone up markedly, these recommendations for fee increases are justified. It is therefore recommending that the fee schedule presented to the Finance Committee at its meeting on May 8th be approved by the Board."

Upon Mr. Cabell's request, the Chancellor clarified the out-of-state fee, explaining that it is a charge in addition to the regular fees paid by resident students.

The Board adopted the report of the Committee and approved the proposed fee schedule.

Mr. Cabell concluded his report with a summary of the following recommendations made by the Finance Committee at a special meeting on May 8, 1951:

At a special meeting of the Finance Committee on May 8, recommendations for appropriations from the Board's unappropriated fund and from special reserves were recommended by the Chancellor. You will recall that earlier in the fiscal year a policy was adopted curtailing expenditures from these reserves pending a determination of whether the enrollment and fee income for the year would hold up to the budgetary estimates. The Chancellor pointed out that a number of projects and recommendations have been held for some time and that it appears now that funds will be available to approve the most urgent items. After receiving a complete explanation of the projects, the Finance Committee approved the following appropriations:

From the Board's Unappropriated Fund Balance on May 8, plus $41,310.68 returned from 1951 Summer Sessions $170,923.50
Meeting #202-15

APPROPRIATIONS
FROM BOARD'S UNAPPROPRIATED FUND BALANCE

Physical Plant Stores Inventory
Due to the higher prices for physical plant supplies and the shortage of certain materials, it was necessary to authorize an overdraft in the physical plant stores accounts at the University and the State College. This appropriation of $24,000 to the University and $36,000 to the State College will cover the existing overdrafts.

Library Books---Colleges of Education
Book resources in the three colleges of education have been considerably below the accepted standard for teacher training institutions. Bringing the collections up to a reasonable standard has been deferred pending completion of the new libraries. After careful study of the institutional holdings an appropriation of $2,000 each for Eastern Oregon College of Education and Oregon College of Education and $6,000 for Southern Oregon College of Education was recommended. While this does not completely eliminate the deficiencies, it is all the book acquisitions that can be selected and catalogued effectively at one time. If funds will permit, additional acquisitions to bring these book resources up to standard should be approved at a later date.

Comptroller's Office---Operating Costs
Substantial increases in the number of claims to be processed and the marked increase in the cost of printing supplies makes this appropriation necessary to avoid an overdraft at the end of the year.

Roadway Improvement---Southern Oregon College of Education
This covers paving and curbing for a street back of the new Library and Churchill Hall and ties in with the landscaping around the new building.

Total

Balance remaining in Board's Unappropriated Fund after above recommended appropriations

From Board's Reserve for land purchases, present balance

APPROPRIATIONS
FROM BOARD'S RESERVE FOR LAND PURCHASES

Vacant Lot, Eastern Oregon College of Education
This lot, within the approved campus bounds, is available for purchase due to the liquidation of an estate.

Apartment House, Southern Oregon College of Education
This piece of property interferes with the construction of walks along the mall leading to the new library. It is considered the most urgent land purchase at the present time in the State System.

$60,000.00

10,000.00

5,920.00

8,500.00

$64,420.00

$86,503.50

$81,108.00

800.00

30,000.00

June 19, 1951
Vacant Lot, University of Oregon  $2,500.00
This lot is within the approved campus bounds. If not purchased immediately, it is likely to be sold and a new house erected on it.

Total

$33,300.00

Balance Remaining in Land Purchase Reserve after Above Appropriations $47,808.00

From the Board's Reserve for Physical Plant Rehabilitation, Present Balance, $67,600.90

APPROPRIATIONS
FROM BOARD'S RESERVE FOR PHYSICAL PLANT REHABILITATION

First Step in Remodeling Lincoln High School $62,420.00
In converting Lincoln High School to a collegiate building, the remodeling will have to be done during the summer periods of 1951 and 1952. The work needed to be done this summer involves the remodeling and enlargement of the cafeteria in the basement and construction of faculty offices by utilizing a part of extremely wide hallways in the north end of the basement floor and in the north and south ends of the third floor. There are no offices for faculty in the building.

Balance remaining in Physical Plant Rehabilitation after Above Appropriation $5,180.90

The Finance Committee is recommending that the Board confirm these appropriations.

The Board approved this report and its recommendations and confirmed the above appropriations.

Mr. Cabell continued the report as follows:

PLANT REHABILITATION PROGRAM

There was also presented to the Finance Committee at its May 8 meeting a program of plant rehabilitation at the University of Oregon and Oregon State College, funds to be provided from the institutional operating reserves. Budget savings during the year have been added to these reserves which make it possible to finance these projects. Most of the remodeling and improvements have been held back during the year and must be accomplished during the summer period.

The following projects were recommended at the State College:

Remodeling Food Technology Building $15,000.00
This building will be vacated upon completion of the new Food Technology building. The building will be rearranged for use of the Farm Crops department now located in Agricultural Hall and provides space for a Soils Testing laboratory which is a new service being supplied to the State. Space vacated in Agricultural Hall will relieve the classroom situation growing out of the removal of five quonset huts now located in the
area required for the erection of the new wing of the Home Economics Building.

Provide Quarters for the Air Force in the Coliseum $10,000.00
Because of the growth of Air Force and Army R.O.T.C. units, it is necessary to provide a new location for offices and classrooms for the Air Force. This appropriation will finish four unused spaces in the south end of the Coliseum.

Relocating Herbarium in Coliseum 13,000.00
The Herbarium is now located in a quonset hut next to the Home Economics building which must be removed before construction begins on the Home Economics wing. By finishing space on the north side of the Coliseum, a permanent fireproof location will be provided for the Herbarium.

Preparing Snell Hall for General College Use 12,000.00
Pressure for additional space due to the practical elimination of the Home Economics building for general institutional use and of the five quonset huts makes it necessary to take over Snell Hall temporarily to provide offices for all personnel of the Federal Cooperative Extension, now in Agricultural Hall, and the Agricultural Economics Department, now in the Dairy Building. The space thus vacated will relieve the general office and classroom situation, particularly for lower division departments.

Agricultural Hall Renovation and Adjustments 16,500.00
This item is to convert to classrooms-laboratories the space vacated in Agricultural Hall.

Drainage Sewer Extension 25,000.00
In the area west of the new Coliseum there is a drainage basin which will require a large drainage sewer line before the area can be leveled for athletic and physical education purposes. Fill dirt will be available from the tunnel construction project to fill the low spots in the area following the installation of the drainage tile.

Providing Small Laboratory for Agricultural Chemistry 1,000.00
This converts an unused room in the Chemistry Building to a small laboratory required for research work under a defense contract.

Library Lighting Improvement 8,000.00
The lighting in the reading room in the old portion of the Library is far below standard and requires installation of new fixtures.

Sackett Hall Road and Sidewalk 4,500.00
This provides for necessary paving and for sidewalks on an unimproved street immediately east of Sackett Hall.
Power Line Replacement and Transformer
This is to replace an old power line serving buildings near the new Food Technology building and to replace a transformer serving the Forestry building.

Painting of Metal Roofs
Provides for painting and renovating flashings on the Library building, Agricultural Hall, Industrial Arts and the Men's Gymnasium.

Fencing Physical Plant Area
This provides the erection of a cyclone fence around the enlarged physical plant area to protect vehicles parked in the area and also guard against loss of property.

Men's Gymnasium - Interior Painting
The main floor of the old gymnasium has been remodeled by taking out the balcony and one of the stairways thus providing splendid additional space for physical education activities. This appropriation will make possible repainting the entire remodeled area.

Total State College Appropriations from President's Institutional Reserve $122,300.00

The following projects were recommended at the University:

Fireproofing Deady Hall Stair Wells
The State Fire Marshall has recommended that the two stair wells be made fire resistant immediately. This is a part of the total remodeling project of this building which will be converted to general classroom and office use following completion of the new Science Building.

Remodeling Old Heating Plant for Architecture
This consists of the construction of a second floor and preparing it for use for a drafting room and converting the first floor to use as a ceramics laboratory.

Acoustical Treatment for MacArthur Court
Because of its use for auditorium purposes, improvement of acoustics is essential.

Complete Willard Hall Basement to Eliminate Fire Hazards
The finishing, including sealing of the area, is recommended by the State Fire Marshall.

Purchase and Remodeling Property for Girls' Co-op on Moss Street
Removal of old houses between the Union Building and Carson Hall eliminates a house used for a girls' co-op. This property purchase will provide a home for the girls' co-op and at the same time acquire land within the approved campus area.
Meeting #202-19

June 19, 1951

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of Instructional Equipment</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>When the Science Building contract was let, it was necessary to cut severely the allotment for equipment for the new building.</td>
<td></td>
</tr>
<tr>
<td>Landscaping Block Between Carson Hall and the Student Union</td>
<td>10,000.00</td>
</tr>
<tr>
<td>The old houses are being removed and the area will have to be cleaned up and properly landscaped.</td>
<td></td>
</tr>
<tr>
<td>Pave Gravel Parking Strip on Fifteenth Street</td>
<td>1,800.00</td>
</tr>
<tr>
<td>This parking strip immediately south of Carson Hall creates a dust problem with the new dormitory.</td>
<td></td>
</tr>
<tr>
<td>Landscape Triangle East Entrance to U of O Campus</td>
<td>3,500.00</td>
</tr>
<tr>
<td>Landscaping this newly purchased triangle is a part of the agreement in connection with a gift of land in the area.</td>
<td></td>
</tr>
<tr>
<td>New Sidewalk on North Side of Franklin Boulevard</td>
<td>2,700.00</td>
</tr>
<tr>
<td>The city is putting in a new walk and the University must bear its share of the cost.</td>
<td></td>
</tr>
<tr>
<td>Rough Grading and Clean-up of Mill Race Area</td>
<td>5,000.00</td>
</tr>
<tr>
<td>This area south of the new warehouse and heating plant is unsightly and must be cleaned up and rough-graded.</td>
<td></td>
</tr>
</tbody>
</table>

Total $123,500.00

The Finance Committee went over the projects in detail with the Chancellor, and they have also been checked with the Chairman of the Building Committee. Board authorization for the expenditure of these funds from the institutional reserves is recommended with the understanding that balances remaining on unfinished projects on July 1 will be carried into the next fiscal year.

The Board approved the report of the Committee and authorized the expenditures for the projects listed above, it being understood that balances remaining on unfinished projects on July 1, 1951, will be carried into the next fiscal year.

COOPERATIVE JOINT-DEGREE ELEMENTARY TEACHER EDUCATION PROGRAM

Dr. Roben J. Maaske, Director of Elementary Teacher Education, briefly summarized the following report, copies of which were distributed to those present:

"Authorization was given at the Board meeting on March 13 to consummate signed agreements with the cooperating independent colleges, and to complete details with institutions in the state system, for the emergency five-year Cooperative Joint-Degree Elementary Teacher Education program terminating July 1, 1956. Authorization was given also for the publication of a State System of Higher Education leaflet, individualized for each cooperating institution, explaining the program as it operates on each campus.

These agreements have now been signed by the proper Board officials with all Oregon independent colleges, not now offering a professional program for elementary teachers, with degrees to be awarded, as
follows: Reed College (B.A.); University of Portland (B.S. in General Education); Linfield College (B.A. with foreign language or B.S. without foreign language); Willamette University (decision on degree to be made this fall); Cascade College (B.A.).

"A similar cooperative joint-degree program has been consummated in detail with other institutions in the state system, as follows: University of Oregon (B. Ed.); Oregon State College; School of Education (B. Ed.), and School of Home Economics (B.A. in Home Economics).

"The program offered in Portland for prospective elementary teachers will provide two years of course work at Vanport Extension Center and the third or junior year specified curriculum through the General Extension Division.

"The leaflet of information for each cooperating institution has been published and was distributed in the latter part of March, in quantity to last a few years. A planning conference of some 55 instructors of junior year courses from the cooperating colleges was held on the Oregon College of Education campus on May 12.

"This cooperative program, which enables each cooperating college to admit any qualified sophomore, who had completed two full years of liberal arts training, to a prescribed junior year curriculum on that campus beginning next fall, followed by a year of concentrated, professional training for elementary teaching, under the direction of any one of the colleges of education, has received a generally favorable reception in the state. The Board members will recall that this cooperative program was adopted by them after careful consideration and discussion of other alternative plans for increasing the supply of elementary teachers, such as the installation of costly complete professional programs of elementary teacher education in the other institutions in the state system."

The report required no Board action.

The following matter which requires Board action was received too late for inclusion in the printed docket:

President Newburn recommended the appointment of Dr. William C. Jones to the position of Dean of Administration (now vacant) with the rank of Professor, yearly tenure, 12-months basis, salary rate $9,500, effective August 1, 1951. Dr. Jones, presently the President of Whittier College, has had wide experience both in education and in industry, and was head of the Political Science Department in the College of Liberal Arts at the University of Oregon from 1941 to 1944. $791.67 salary savings accruing from the effective date of the appointment will be transferred to the Institutional Reserve. The Chancellor endorses this appointment.

The Board approved the appointment of Dr. Jones to the position of Dean of Administration at the University.
CHANCELLOR'S REPORT  

Chancellor Byrne reported to the Board as follows:

"With the final closing of the books on the 1950 summer session, I think Board members would be interested in the fact that our six summer sessions at the University of Oregon, Oregon State College, three Colleges of Education, and Portland cost in state funds only $2,900 out of a total budget of $358,000. The remaining expense of these summer sessions amounting to $355,000 was covered by student fee income.

"As a result of this fine showing, approximately $41,000 is being returned to the Board's Unappropriated Fund immediately, and when our budget balances for the year are reported to you at the September meeting, there will be returned to the Board an additional $50,000 which was set up as a contingency fund against fee estimates but which will not be required. I think the institutional executives and the summer session directors should be commended for this splendid financial showing in the summer sessions and the apparent quality of the offerings which attracted in 1950 such a large clientele."

Report on Legislation  

Because lack of time precluded the making of an exhaustive report on legislation, the Chancellor discussed briefly the following measures:

House Bill 494 implements the constitutional amendment passed by the people and enables the Board to refund outstanding revenue bonds and to issue in lieu thereof general obligation bonds. It also provides for the issuing of additional general obligation bonds for the construction of buildings. The bill was passed in substantially the form we recommended except that the Legislature placed an upper limit of $8,000,000 for the biennium. Passage of this act clears the way for refunding the bond issues on the Coliseum and Sackett Hall at Oregon State College, and on the Union Building and Carson Hall at the University.

Senate Bill 64, one of the so-called Holy bills, provides that the State Board of Higher Education shall hold at least one joint meeting annually with the State Board of Education in September, and the first meeting is to be called by President Smith. The purpose of these meetings is to coordinate activities and facilitate the solution of problems of mutual concern.

House Bill 391 reduces the term of Board members from nine to six years, and is contrary to the general trend which is toward longer terms in order to provide desirable continuity of service.

Senate Bill 250 which sets up the machinery necessary for regional higher education was passed, but the Governor has not yet appointed the representatives from this state called for in the bill. Five states are required to have passed the necessary bills before the program can be initiated.

A Junior College bill also passed—Senate Bill 143. President Smith served on the Interim Committee. The bill passed as recommended by that Committee except that the assessed valuation required of a district contemplating a junior college was raised to $20,000,000. This bill will forestall the beginnings of weak junior colleges
because of the requirement that a junior college can be established only where the enrollment in grades 9 to 12 is at least 500 pupils, and the assessed valuation is at least $20,000,000. General supervisory authority of the junior college program is placed in the State Board of Education, and the only function of the State Board of Higher Education is to give approval for courses of study offered in a junior college which are to be recognized for credit by standard colleges and universities. Under the provisions of the bill only four communities—Portland, Klamath Falls, Salem and Eugene—would qualify with the necessary assessed valuation.

House Bill 611 is the "Little Hoover Bill." We cannot yet tell the implications of this legislation. Complete results cannot be determined until they get under way.

Some of the bills which died in committees would have had the effect of legislating higher educational curricula, and their failure gives evidence that the Legislature endorses the point of view that such action is unsound in principle.

At the request of members of the Board, the Chancellor stated that he would prepare a more complete report on legislation and would provide copies thereof to the members.

**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**

- **State Assoc. of U of O Women**
  - Gifts totaling $260.47 from the State Association of University of Oregon Women for the Edith Kerns Chambers Scholarship Fund.

- **Navy Dept. Grant**
  - Grant of $6,995.00 from the Navy Department for research in biological synthesis of lactose under the direction of Dr. F. J. Reithel, Associate Professor of Chemistry.

- **Elmo B. Chase**
  - Gift of twenty-four volumes of Japanese garden design, valued at approximately $225.00, from Mr. Elmo B. Chase, of Eugene.

- **Portland Rose Festival Association**
  - Gift of $132.00 from the Portland Rose Festival Association for spring term fees for three designated students.

- **Lebanon B.P.O.E.**
  - Gift of $100.00 from Lebanon Lodge B.P.O.E. for scholarships for two designated students.

- **Research Corporation**
  - Grant of $1,600.00 from the Board of Directors of Research Corporation as a Frederick Gardner Cottrell grant in support of Dr. Frances E. Dart's research on optical and electronic properties of solid semiconductors.

- **Research Corporation**
  - Grant of $1,500.00 additional from the Board of Directors of Research Corporation for the continuation for one year of the Frederick Gardner Cottrell grant supporting research by Dr. Van R. Gaertner on synthesis of strained fused polynuclear hydrocarbons.
Meeting #202-23

June 19, 1951

U of O Mothers
Gifts totaling $2,695.00 from the University of Oregon Mothers for scholarship and loan fund activities.

Co-ed Cooperatives
Gift of $100.00 from the Co-ed Cooperatives for the Janet M. Smith Cooperative Scholarship Fund.

Portland Gamma Phi Beta Mothers Club
Gift of $100.00 from the Gamma Phi Beta Mothers Club, Portland, for the Gertrude Watson Holman Memorial Scholarship Fund.

UofO Roseburg Mothers Club
Gift of $100.00 from the University of Oregon Roseburg Mothers Club in memory of Mrs. Hazel Schwering, former Dean of Women at the University, for the purchase of records for the music collection in the Student Union Building.

Mary F. Failing Estate
Additional gift of $4,000.00 from the estate of Mary Forbush Failing for the University of Oregon Henry Failing Fund.

National Park Service Grant
Grant of $350.00 from the National Park Service to support research by the Bureau of Business Research under Dr. W. C. Ballaine on the economic importance of recreation to the Lower Rogue River basin.

National Park Service
Grant of $650.00 from the National Park Service to support research by the Bureau of Business Research under Dr. W. C. Ballaine on the economic importance of recreation to the Middle and Upper Rogue River basins.

Atomic Energy Commission
Grant of $10,500.00 from the Atomic Energy Commission for research from July 1, 1951, through August 31, 1952, on the construction of a mass spectrometer for use in studying chemical reaction kinetics in the gas phase, to be conducted under the direction of Dr. Donald F. Swinehart, Assistant Professor of Chemistry.

U. S. Army Signal Corps
Grant of $11,306.44 from the United States Army Signal Corps for research from June 1, 1951, through May 31, 1952, on investigation of scintillation counters for the detection of soft X-rays, under the direction of Dr. R. T. Ellickson, Head of the Physics Department.

Oregon State College

Aero Club of Oregon
Gift of $2,400.00 from the Aero Club of Oregon for six Aeronautical Engineering scholarships of $400.00 each.

Add'l. Navy Dept. Grant
Grant of an additional $7,000.00 from the Navy Department for extending through November 30, 1953, research in the field of magnetic study of color centers in alkali halides being conducted under the direction of Dr. Allen B. Scott, Associate Professor of Chemistry.

Various Donors
Gift of a Spray-Rite Model 600 weed sprayer valued at $325.00 from the Grange Cooperative Association of Central Point; Mr. Ed Green of Oregon Agricultural Chemicals, Tulelake; and Fabricated Metals, of Oakland, California, for the Southern Oregon Branch Experiment Station.
Rain Bird Sprinkler Equipment Co.

Gift of twenty-four Rain Bird Sprinkler Heads valued at $100.00 from Mr. Crawford Reid of the Rain Bird Sprinkler Equipment Company, Glendora, California, for the Southern Oregon Branch Experiment Station.

O.S.C. Mothers Club

Gift of $1,848.00 from the Oregon State College Mothers Club to be added to the College scholarship fund for worthy students in need of financial assistance.

O.S.C Modern Dance Students

Gift of $1,200.00 from the Oregon State College students in Modern Dance for a cyclorama for the College Playhouse.

Buchanan-Celless Grain Company

Additional gift of $500.00 from the Buchanan-Celless Grain Company of McMinnville for continuation of their scholarship, an annual award to a student in the School of Agriculture registered from Yamhill County.

Various Donors

Gifts from the following donors totaling $1,125.00 for fifteen scholarships of $75.00 each for designated students for the 1951 Summer Session Institute of Northwest Resources; Benton-Lincoln Electric Cooperative, Inc., Corvallis; Cascades Plywood Corporation, Lebanon; Columbia River Packers Association, Inc., Astoria; Crown Zellerbach Corporation (2), Portland; Izaak Walton League of America, Inc., Oregon Division; M and M Woodworking Company, Albany; Pacific Supply Cooperative, Walla Walla; Portland Garden Club (2), Portland; Portland Gas and Coke Co., Portland; Santiam Lumber Co., Sweet Home; Dant & Russell, Inc., Portland; Corvallis Lumber Co., Corvallis; and Mountain States Power Company, Albany.

Adair Village Church

Gift of $100.00 from the Adair Village Church to be used to finance an essay contest on the general topic of Religion on the College Campus, to be conducted under the direction of Drs. Hovland and Warrington of the Department of Religion.

Medical School

Florence Rybke Estate

Gift of $10,000.00 from the Estate of Florence Rybke, deceased, for the establishment of a scholarship fund in memory of her brother, to be known as the Charles L. Rybke Fund.

Add'l. Atomic Energy Com. Grant

Grant of an additional $14,000.00 from the Atomic Energy Commission for extending through June 30, 1952, research on "Studies on the Metabolism of Cholesterol and Ketone Bodies" being conducted in the Department of Biochemistry, under the direction of Dr. E. S. West, Department Head.

Add'l. Navy Dept. Grant

Grant of an additional $10,000.00 from the Navy Department for extending through September 30, 1953, research on basic mechanisms involved in virus metabolism being conducted under the direction of Dr. Arthur W. Frisch, Associate Professor of Bacteriology.

Add'l. Navy Dept. Grant

Grant of an additional $20,000.00 from the Navy Department for extending through December 31, 1953, research on the anatomy and physiology of the acoustic system in the brain and in the mechanism of the ear, being conducted under the direction of Dr. Archie Tunturi, Assistant Professor of Anatomy.
Meeting #202-24

National Foundation for Infantile Paralysis

Grant of $5,275.00 from the National Foundation for Infantile Paralysis for research under the direction of Dr. Arthur W. Frisch during the period from July 1, 1951, through June 30, 1952.

Parke, Davis & Co.

Gift of $175.00 from Parke, Davis & Company, Detroit, Michigan, to be applied to construction of a display case in the Department of Pharmacology.

Parke, Davis & Co.

Grant of $2,000.00 from Parke, Davis & Company, of Detroit, Michigan, for research covering the period June 1, 1951, to May 31, 1952, in the Department of Pharmacology under the direction of Dr. Elton L. McCawley, Associate Professor of Pharmacology.

Add'l.
Dr. Esther P. Lovejoy Gift

Gift of $2,500.00 additional from Dr. Esther P. Lovejoy, New York City, to be added to the Pohl Memorial Prize Trust Fund at the First National Bank of Portland, utilized for scholarships for students at the Medical School.

Oregon College of Education

Riverdale P.T.A.

Gift of $40.00 from the Riverdale P.T.A. for emergency student fund.

Oregon State Chapter PEO

Gift of $40.00 by the Oregon State Chapter, PEO, for emergency student fund.

Central Lions Club

Gift of $90.00 from the Central Lions Club for a scholarship for a designated student.

OCE Alumni Assoc.

Gift of $200.00 from the OCE Alumni Association for scholarships.

OCE Mothers Club

Gift of $100.00 by the OCE Mothers Club for loan funds.

Thomas H. Gentle Friends

Gift of $85.00 from friends of Thomas H. Gentle for loan funds.

1951 OCE Grad. Class

Gift from the OCE 1951 graduating class of an illuminated world globe for the library, valued at $150.00.

Eastern Oregon College of Education

California-Pacific Util. Co.

Gift of $360.00 from the California-Pacific Utilities Company for four all-tuition scholarships for designated students, one each from Baker, Grant, Harney and Union Counties, for the school year 1951-52.

Agnes Plummer Burns

Gift of $1145.00 from Mrs. Agnes Plummer Burns, of Troy, Oregon, for an all-tuition scholarship for a designated student for the 1951 summer session and the school year 1951-52.

LaGrande Lions Club

Gift of $180.00 by the LaGrande Lions Club for two all-tuition scholarships for designated students for the school year 1951-52.

LaGrande Rotary Club

Gift of $360.00 from the LaGrande Rotary Club for four all-tuition scholarships for designated students for the school year 1951-52.
Various Donors  Gifts of $90.00 each from the following to cover all-tuition scholarships for designated students for the school year 1951-52:
Mr. and Mrs. Norman Daniels, La Grande
Snodgrass Funeral Home, LaGrande
Pioneer Flouring Mills Company, LaGrande
Mr. and Mrs. John Daniels, LaGrande
Sacajawea Hotel, LaGrande
Van Petten Lumber Company, LaGrande
Mr. and Mrs. Harry McCarthy, LaGrande
Mr. and Mrs. Julius Roesch, LaGrande
Messrs. W. C. Perkins and F. C. Perkins, LaGrande
Mr. and Mrs. Henry L. Hess, Portland
The Soroptimist Club of LaGrande
The Junior Women's Club of Union, Oregon

Southern Oregon College of Education

Ashland Kiwanis Club  Gift of $500.00 from the Kiwanis Club of Ashland for the establishment of an emergency student loan fund.

Various Donors  Gifts as follows totaling $2,320.00, for scholarships:
- Ashland Elk's Lodge - ten scholarships  $1,200.00
- Ashland Kiwanis Club - two scholarships  200.00
- Ashland Soroptimist Club - 1 scholarship  120.00
- Ashland Lions Club - two scholarships  240.00
- Delta Kappa Gamma, Josephine Chapter - one  120.00
- Ashland Rotary Club - two scholarships  240.00
- Ashland Chapter, American Assn. of University Women  25.00
- Lincoln School P.T.A., Ashland  15.00
- W. J. Warner - Jackson County Fed. Bldg. & Loan Association  90.00

Designation of Buildings' Names, OSC  With the completion of the new Animal Industries Building and the new Food Technology Building at Oregon State College, the old Dairy Building and the old Food Technology Building will be put to other uses. The Board, therefore, approved the recommendation that the old Dairy Building be designated as the "Social Science Hall," and that the old Food Technology Building be designated as the "Farm Crops Building," since these buildings will be occupied for the most part by the departments indicated in these names.

ADD'N. TO JOSE. CO. EXT. BUDGET, OSC  The Board approved the addition of $600.00 to the Josephine County Extension Work budget, funds having been provided by contribution from Josephine County to defray the cost of clerical services rendered by the extension office in that county.

TRANS. TO INST. RES., MEDICAL SCHOOL  The Board approved the transfer from the Obstetrics and Gynecology Instruction budget to the Institutional Reserve of $1,200.00 unused salary funds resulting from an unfilled instructorship.
**Meeting #202-26**

**June 19, 1951**

**TRANS. TO INST. RES., O.S.C.**

The Board approved the transfer from the budgets of the schools listed below to the Oregon State College Institutional Reserve of $11,693.00 representing savings in the 1950-51 salary budgets resulting from resignations, modifications in staff, and unfilled positions:

- School of Home Economics: $5,290.00
- School of Agriculture: $6,003.00
- School of Engineering: $3,300.00

**ADD’N. TO TEACHER PLACEMENT SERVICE, U of O**

The Board approved the addition of $1,025.00 to the University Teacher Placement Service budget as follows, to cover additional expenses due to increased registrations:

- Wages: $325.00
- Materials and Expense: $200.00

Funds will be provided from unanticipated fees collected as a result of increased enrollent, now unbudgeted.

**TRANSFER FROM INSTITUTIONAL RESERVE, OSC**

The Board approved the transfer as follows of $875.00 from the Oregon State College Institutional Reserve to cover increased costs:

- To: Horticulture, Materials and Expense: $200.00
- School of Agriculture Dean’s Office: Wages: 200.00, Materials and Expense: 675.00

**ADD’L. NAVY DEPT. GRANT, OSC**

The Board approved the budgeting as follows of the additional $7,000.00 Navy Department grant to Oregon State College for continuing research in the field of magnetic study of color centers in alkali halides, reported in the gift section:

- Wages: $3,800.00
- Materials and Expense: 570.00
- Travel: 300.00
- Equipment: 1,000.00
- Unbudgeted overhead: 1,330.00

**NAVY DEPT. GRANT, U of O**

The Board approved the budgeting as follows of the $6,995.00 grant from the Navy Department to the University for research in biological synthesis of lactose, reported in the gift section:

- Wages: $4,313.33
- Materials and Expense: 677.90
- Travel: 300.00
- Unbudgeted overhead: 1,703.77

**$6,995.00**
The Board approved the transfer of $1,957.00 from the Experiment Station Director's Reserve to the Home Economics budget as follows to enable the completion of research projects:

- Wages $582.00
- Materials and Expense $575.00
- Equipment $800.00

Total $1,957.00

The Board approved the addition as follows of $9,000.00 to the Animal Husbandry Farm Maintenance budget at Oregon State College to meet necessary operating expenses. Both cost of operations and sales of livestock have been greater than anticipated. Funds to cover the addition will come from increase in estimated fees and sales receipts:

- Wages $1,500.00
- Materials and Expense $7,000.00
- Travel $500.00

Total $9,000.00

The Board approved the addition as follows of unbudgeted balances carried forward July 1, 1950, in the special research grants to the University listed below, funds being available from the money allocated under the respective research contracts:

- Navy Research, Biochemical Genetics $31.91
- Navy Research, Corrosion $100.00
- Wages $193.60
- Materials and Expense $53.58
- Navy Research, Lactose $353.70
- Wages $300.00
- Materials and Expense $85.26
- USAF Research, Radiation Salaries $122.74
- Materials and Expense $80.37
- Bonneville Power Administration Research, Business Fluctuations Wages $803.07
- Materials and Expense $9.16

The Board approved the transfer of $33,074.00 from the Dental School unappropriated funds to the budgets of the Library, the Business Office, the Physical Plant, and various instructional units, for equipment purchases.

The Board approved the transfer as follows of $14,957.17 from the Experiment Station Director's Reserve in order to finance completion of research projects to the end of the fiscal year:

To: Farm Service - Equipment $1,110.73
Agricultural Chemistry
Materials and Expense $1,288.64
Equipment $800.00
Director's Office-Materials & Expense 3,500.00
Dairy Husbandry - Materials $ .08
& Expense
Poultry Husbandry - Materials & Expense .23
Farm Crops - Wages 1,103.12
Horticulture - Equipment 1,668.05
Animal Husbandry
Wages 1,000.00
Materials & Expense 472.72
Plant Pathology - Materials & Expense 84.58
Fish & Game - Materials & Expense .53
Agricultural Engineering - Equipment 3,578.49
Umatilla Branch Station - Equipment 350.00
$14,957.17

TRANSFER FROM THE BOARD approved the transfer as follows of $7,040.00 salary savings from the Department of Agricultural Economics, resulting
DEPT. OF AG. $5,000.00 from the unfilled position of department head and
ECON., OSC $2,040.00 from Prof. H. F. Hollands' leave without pay (approved
in the original 1950-51 budget):

To:
Institutional Reserve $ 5,790.00
Wages, Agricultural Economics 500.00
Salary, Agricultural Economics 750.00
(for reallocation of time and
salary for G. T. Nelson,
Assistant Professor, as per
Personnel item)

TRANSFER OF THE BOARD approved transfers as follows aggregating $10,769.00 in
EXPERIMENT Experiment Station salary savings from unfilled positions:
STATION SALARY SAVINGS, OSC

From:
Home Economics Research $2,557.00
Plant Pathology 1,404.00
Agricultural Economics 2,500.00
Horticulture 1,500.00
Poultry Husbandry 1,404.00
Soils and Water 1,404.00
$10,769.00

To:
Director's Reserve $2,557.00
Director's Reserve 1,404.00
Director's Office, 2,500.00
Materials & Expense
Wages, Horticulture 500.00
Equipment, Horticulture 1,000.00
Materials & Expense,
Poultry Husbandry 1,126.22
Equipment, Soils and Water 399.79
Balance to be returned
to restricted un-
appropriated
funds $10,769.00
The Board approved the addition of unbudgeted funds aggregating $5,000.00 from gifts and grants to Oregon State College previously accepted by the Board to the following accounts:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hops Analyses</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Wages</td>
<td></td>
</tr>
<tr>
<td>Materials &amp; Expense</td>
<td>750.00</td>
</tr>
<tr>
<td>Equipment</td>
<td>750.00</td>
</tr>
<tr>
<td>Greenhouse for Testing</td>
<td></td>
</tr>
<tr>
<td>Seed Potatoes</td>
<td></td>
</tr>
<tr>
<td>Materials &amp; Expense</td>
<td>2,500.00</td>
</tr>
<tr>
<td></td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

The Board approved the addition of $180.00 to the Deschutes Farm account, and $60 to the Deschutes Club account in the Deschutes County Extension budget; $240 required funds to be provided by reimbursement from the Redmond Chamber of Commerce for clerical services rendered by the Extension office.

The Board approved the addition of $1,253.10 to the Malheur County Extension Work budget, funds to be provided by the additional contribution in that amount from Malheur County for defraying expenses of extension work in that county.

The Board approved the transfer from the Livestock Marketing Account to the Director's Reserve of $583.06 salary funds released by the death on May 7, 1951, of O. B. Hardy, Assistant Professor, Livestock Marketing Specialist.

The Board approved the addition of $2,184.01 to the University of Oregon Editor's Office budget, to cover added costs, funds to come from publication sales as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Publications</td>
<td>$364.92</td>
</tr>
<tr>
<td>Comparative Literature</td>
<td>1,437.55</td>
</tr>
<tr>
<td>Oregon Law Review</td>
<td>361.54</td>
</tr>
<tr>
<td></td>
<td>$2,184.01</td>
</tr>
</tbody>
</table>

The Board approved the transfer of $2,600 from the Institutional Reserve to Publications, Oregon State College, to permit publication of scientific monographs for which manuscripts have been completed.

The Board approved the transfer of $1,935.00 from the Eastern Oregon College of Education's Institutional Reserve to the Laboratory School account to cover cost of new classroom furniture.

The Board approved the transfers as follows in various Dental School budget accounts to prevent overdrafts. The adjustments involve no increase or decrease in the Dental School budget:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean's Office</td>
<td>$300.00</td>
</tr>
<tr>
<td>Registrar</td>
<td>$30.00</td>
</tr>
<tr>
<td>Instruction</td>
<td>7,310.00</td>
</tr>
<tr>
<td></td>
<td>$7,940.00</td>
</tr>
</tbody>
</table>
Meeting #202-30

To: Clinics $6,200.00
    Research 400.00
    Physical Plant 1,310.00
                   $7,910.00

TRANSFER FROM INST. RESERVE, GEN. EXT. The Board approved the transfer of $2,971.51 from the General Extension Institutional Reserve to the Vanport Library budget to cover costs of new books, materials and equipment purchased in anticipation of the library expansion which will take place after the move to Lincoln High School when the library facilities will serve the whole Extension Division more widely.

ADD'N. TO ARMY AIR FORCE ACCT., U of O The Board approved the addition of $890.00 to the University Army Air Force Research Account, Physics Research, Upper Atmosphere, funds to be provided from unbudgeted balances carried forward at July 1, 1950.

TRANSFER TO INST. RESERVE, U of O The Board approved the transfer from the budgets of the University schools and departments indicated below to the Institutional Reserve of $27,639.81 representing savings in the 1950-51 salary budgets resulting from resignations, modifications in staff, and unfilled positions:

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Library</td>
<td>$2,728.33</td>
</tr>
<tr>
<td>Registrar's Office</td>
<td>4,219.35</td>
</tr>
<tr>
<td>Architecture &amp; Allied</td>
<td></td>
</tr>
<tr>
<td>Arts</td>
<td>80.54</td>
</tr>
<tr>
<td>Business Administration</td>
<td>300.00</td>
</tr>
<tr>
<td>Education</td>
<td>500.00</td>
</tr>
<tr>
<td>Law</td>
<td>9,100.00</td>
</tr>
<tr>
<td>College of Liberal</td>
<td>10,711.59</td>
</tr>
<tr>
<td>Arts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$27,639.81</td>
</tr>
</tbody>
</table>

TRANSFER FROM INST. RESERVE, GEN. EXT. The Board approved the transfer of $2,100.00 from the General Extension Institutional Reserve to KOAC-Programs, to cover cost of duplicating the Minnesota State Department of Education tape recordings which have been collected and refined over a period of years for classroom use. This amount will cover cost of the tapes only, and no charge for use of the Minnesota tapes or for recording is involved.

TRANSFER FROM MINER PROF. IN REAL ESTATE ACCT., U of O The Board approved the transfer of approximately $16,000.00 from the University of Oregon income account known as the Miner Professor in Real Estate to the endowment principal account known as the Miner Chair in Real Estate and Allied subjects. This will reduce the balance in the income account as of June 30, 1951, to $20,000.00.

ADD'NS. TO RESEARCH BUDGETS, U of O The Board approved additions to three University research budgets as follows, funds to come from the increase in estimated income:

- United States Air Force Research, Radiation $ 51.00
- Atomic Energy Commission Research, Biology $111.72
- Navy Research, Statistics 32.64
June 19, 1951

**TRANSFER FROM INSTITUTIONAL RESERVE, GEN. EXT.**
The Board approved the transfer of $350.00 from the General Extension Institutional Reserve to the Visual Instruction budget to cover costs of participation in a survey of Ethnic Groups in Oregon conducted by the Sociology Department at Oregon State College, the visual aid aspects of which are of special interest to the General Extension Division.

**INCREASE IN EXPENSE BEYOND ESTIMATES, PORTLAND EXTENSION CENTER**
The actual fee income for the Portland Extension Center will exceed the estimated income by over $34,500.00, and the actual fee income for State-Wide Classes will exceed the estimate by over $22,600.00. The increased enrollment and activities responsible for these additions has caused a corresponding increase in expenses beyond the estimates. To avoid overdrafts, the Board recommends the following transfers, funds to come from the overrealized income:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>To: Portland Extension Center:</td>
<td></td>
</tr>
<tr>
<td>Materials &amp; Expense</td>
<td>$11,583.56</td>
</tr>
<tr>
<td>Travel</td>
<td>3,102.86</td>
</tr>
<tr>
<td></td>
<td>$14,686.42</td>
</tr>
<tr>
<td>State-Wide Classes:</td>
<td></td>
</tr>
<tr>
<td>Materials &amp; Expense</td>
<td>$12,585.47</td>
</tr>
<tr>
<td>Travel</td>
<td>8,539.29</td>
</tr>
<tr>
<td></td>
<td>$21,124.76</td>
</tr>
</tbody>
</table>

**TRANSFER FROM INST. RESERVE, OSC**
The Board approved the transfer of $4,000.00 from the Oregon State College Institutional Reserve to the Publications budget to cover increased costs of publications including the catalog.

**ADDN'N. TO PHYSICAL PLANT BUDGET, OCE**
To cover the cost of operation and maintenance of the new Library Building and the Elementary School Gymnasium at Oregon College of Education, recently acquired, the Board approved the addition of the following amounts to the Physical Plant budget, funds to be provided from the Board's Reserve for Operation and Maintenance of New Buildings:

- For the remainder of the year 1950-51: $960.00
- For fiscal year 1951-52: $11,520.38

**ADDN'N. TO GENERAL INST. BUDGET, OCE**
The Board approved the addition of $1,704.00 to the Oregon College of Education General Instruction budget for reimbursement of instructors for larger volume of lessons given, funds to come from the increase in estimated Music Department fees.

**ADDN'N. TO KOAC PROGRAMS, GEN. EXT.**
The Board approved the addition of $3,750.00 to KOAC programs, General Extension, to avoid an overdraft, funds to come from reimbursement from various state departments covering expenses incurred in broadcasting programs from Salem.

**RESOLUTION COMPLYING WITH O.L. 1943, Ch. 12h & O.L. 1951, Ch. 439**
Under the provisions of Oregon Laws 1943, Chapter 12h, a checking account was established by the Board with the State Treasurer to clear income items subject to subsequent credit to state funds, to disburse deposit and agency funds, to make payroll disbursements and sundry deductions therefrom, and to disburse student activity fees and other income for student educational and recreational activities. The 1951 legislature, under the provisions of Chapter 439, relating to financial and business administration of the state government, authorized the handling of certain direct receipts of
higher education through the operation of a "revolving fund" covering moneys received from tuition, fees, dormitory earnings, student activity receipts and sales of products and services incident to educational functions.

In compliance with Oregon Laws 1943, Chapter 124, and Oregon Laws 1951, Chapter 439, the Board considered the following resolution:

"Be it Resolved, that the Comptroller’s Office be authorized to deposit and disburse direct receipts in the checking account with the State Treasurer in accordance with the provisions of Oregon Laws 1943, Chapter 124, and Oregon Laws 1951, Chapter 439."

Upon a motion by Mr. Van Dyke and second by Mr. Chambers, the Board voted as follows on the adoption of the resolution:

Voting aye: Henry F. Cabell
          George F. Chambers
          Leif S. Finseth
          Cheryl S. MacNaughton
          Frank J. Van Dyke
          R. E. Kleinsorge

Voting no: None

The chairman thereupon announced the adoption of said resolution by the Board.

PERSONNEL

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

M. A. Hagood
Resignation
Resignation of Melvin A. Hagood, Assistant Professor, Irrigation Specialist in the Soil Conservation Project, effective May 31, 1951, to accept work with Washington State College on the Columbia Basin Irrigation Project Settler Assistance Program, because of his need to move to a drier climate for health reasons; $360.00 released salary funds to be transferred to the Director’s Reserve.

J. K. Munford
Military Leave
Military leave of absence without pay for Dr. J. K. Munford, Associate Professor of English and Associate Editor of Publications, effective June 1, 1951, to enter on active duty with the Air Force Reserve. $190.67 salary savings in Publications to be transferred to Wages for substitute assistance during the remainder of the fiscal year; $2,427.70 salary savings in the English Department to be transferred $1,400.00 to Wages for additional clerical help for instructors taking over Mr. Munford’s teaching load, and $102.70 to the Institutional Reserve.

J. R. Beck
Redistribution of Time
Redistribution of time and salary for J. R. Beck, Professor, Acting Assistant Director of Federal Extension, to utilize funds budgeted for teaching Extension Methods which have remained unallocated since the death of W. L. Teutsch, as follows: From full time in Federal Cooperative Extension to 8 per cent in School of Agriculture, Instruction, $522.50; 92 per cent in Federal Cooperative Extension, $6,137.50. No change in salary rate, rank
Meeting #202-33

June 19, 1951

W. L. Powers
Leave of Absence

Leave of absence without pay for Dr. W. L. Powers, Professor and Head of the Department of Soils, for the period June 1, 1951 to November 30, 1951, to make an irrigability land use capability study of reclamation projects in Greece for a private company under contract to the Greek government. $550.00 released salary funds will be transferred $478.50 to the Director's Reserve, $71.50 to the requisition budget in the Agricultural Technical Advisory Service Account.

C. V. Ruzek, Acting Head Soils Dept.

Designation of Charles V. Ruzek, Professor of Soil Fertility, as Acting Head of the Department of Soils, in the absence of Dr. Powers on leave without pay.

Appointment Agent-at-Large (Home Ec.)

Appointment of a County Extension Agent-at-Large (Home Economics) with rank of instructor, annual salary rate of $3,720.00, yearly tenure, 12-months basis, effective May 1, 1951. $620.00 salary funds required for the remainder of the fiscal year will be provided by transfer from the Director's Reserve. Vacancies are anticipated in the Home Economics Extension staff and inasmuch as the appointee will be available for permanent assignment, her appointment is recommended at this time to permit her to familiarize herself with the methods of operation by assisting in field work from the central office.

Change in Appointment, Exp. Sta. Dept. of Botany & Plant Pathology

Change in appointment in the Experiment Station Department of Botany and Plant Pathology from Graduate Research Assistant to Research Assistant with rank of Instructor, annual salary rate $3,108.00, yearly tenure, temporary basis (April 1 to June 30, 1951), effective April 1, 1951. $462.00 additional salary funds will be provided by transfer from the requisition budget of the Plant Pathology Account. This change is essential because the services of the incumbent are required in the development of the new experimental tract on the Willamette River but he has completed the work for his degree and is no longer a registered student.

May DuBois
Leave of Absence

Leave of absence without pay for Miss May DuBois, Professor and Head of Home Economics Education, for seventeen days in May, 1951, to permit her to complete her dissertation and take her final examination for a Doctor of Philosophy degree at Ohio State University. $280.00 released salary funds will be transferred to Wages for payment of a part-time substitute.

R. W. Schaad
Resignation

Resignation of R. W. Schaad, Professor, Union County Extension Agent, effective May 10, 1951, to devote full time to private farming; $687.74 released salary funds to be transferred to the Director's Reserve.

B. T. Bailey
Promotion

Promotion of Burns T. Bailey, Union County Extension Agent (Agriculture) from Assistant Professor to Associate Professor, with increase in salary rate from $4,280.00 to $4,800.00; $68.39 required salary funds to be provided from the Director's Reserve. This advancement is recommended in recognition of Mr. Bailey's status as senior agent in the county since the resignation of County Agent Schaad.
Meeting #202-34

G. T. Nelson
Reallocation of time and salary for G. T. Nelson, Assistant Economist, rank of Assistant Professor, from full-time at $4,620.00 salary rate in the Experiment Station Department of Agricultural Economics, to 16 per cent time at $750.00 in Agricultural Economics, Instruction, and 84 per cent time at $3,870.00 salary rate in Experiment Station Department of Agricultural Economics, effective March 25, 1951. $750.00 required to effect the reallocation to come from salary savings in Agricultural Economics, Instruction, see Item #15 in the Finance Section; $750.00 salary funds released in the Experiment Station Department of Agricultural Economics to be transferred to the Director's Reserve.

R. H. Teal
Appointment of Ray Holt Teal as Extension Economist (Market Reports) with rank of Assistant Professor, annual salary rate of $4,260.00, yearly tenure, 12-months basis, effective May 1, 1951; $710.00 salary funds required for the remainder of the fiscal year to be provided by transfer from the Director's Reserve. Mr. Teal will initiate a method of market reporting on seed crops, for which there is strong demand. The appointment will not add to the staff membership permanently inasmuch as the economist who did similar work last year on truck shipments of perishables is resigning to accept other employment.

D. A. Beebe
Resignation of Miss Doris A. Beebe, County Extension Agent in Polk County (Home Economics), with rank of Assistant Professor, effective May 16, 1951, to return to extension service work in Missouri; $526.77 salary funds released to be transferred to the Director's Reserve.

W. C. Smith
Appointment of William C. Smith as Clackamas County Extension Agent (i-H Club) with rank of Assistant Professor, at a salary rate of $4,500.00, yearly tenure, 12-months basis, effective May 21, 1951, to replace William Hinckley who resigned March 31, 1951; $508.07 salary funds required for the remainder of the fiscal year to be provided by transfer from the Director's Reserve.

P. Gerhardt
Leave of Absence Military leave of absence without pay for Dr. Philipp Gerhardt, Assistant Professor of Bacteriology, recalled to active duty, effective June 10, 1951.

Military Leaves
During the past year several staff members holding the rank of instructor have been granted leaves of absence for military service. Board regulations do not require Board approval for leaves at instructor rank but in order to keep an accurate record of such leaves and to comply with the state law, they are hereby recorded in the official minutes:

University

W. F. Lindgren
Military leave of absence without pay for William F. Lindgren, catalog librarian with rank of Instructor, effective January 17, 1951; $1,334.41 released salary funds unallocated.

C. S. Rothaus
Military leave of absence without pay for Oscar S. Rothaus, Instructor in Mathematics, effective January 2, 1951; $2,460.00 released salary funds left in position pending replacement.

June 19, 1951

W. K. Shaw
Meeting #202-35

R. E. Moulton
Military leave of absence without pay for Robert Ellis Moulton, research assistant with rank of Instructor in the Bureau of Municipal Research and Service, effective September 16, 1950; $2,612.50 released salary funds left in position pending replacement.

John D. Ryan
Military leave of absence without pay for John D. Ryan, Instructor at the Dental School, effective May 1, 1951; $786.69 released salary funds unallocated.

L. E. Epplett
Military leave of absence without pay for Louis E. Epplett, Instructor at the Dental School, effective April 1, 1951; $648.00 released salary funds unallocated.

Oregon State College

W. G. Schroeder
Military leave of absence without pay for Walter G. Schroeder, Instructor, Assistant Extension Agent, Cools County Extension Service, effective September 30, 1950; $2,700.00 released salary funds transferred to the Director's Reserve.

J. W. Hansell, Jr.
Military leave of absence without pay for J. W. Hansell, Jr., Instructor, Extension Agent, Yamhill Farm, effective September 6, 1950; $2,745.33 of released salary funds used for replacement, and $684.67 transferred to the Director's Reserve.

D. L. Black
Military leave of absence without pay for Donald S. Black, resident assistant with rank of Instructor, Umatilla Branch Experiment Station, effective October 9, 1950; $2,325.48 released salary funds unallocated.

The Board approved the following personnel adjustments at the College for the year 1951-52:

C. E. Maser
Sabbatical leave on half salary for Dr. Clifford E. Maser, Dean of Business and Technology, for the period July 1, 1951, through June 30, 1952, to work on a research and administrative program in connection with the relocation of displaced persons in Germany and Austria under the auspices of the Ford Foundation and the American Friends Service Committee. Dr. Maser will also gather material for a series of articles on business administration which will ultimately be expanded into a book.

E. T. Hodge
Leave of absence without pay for Dr. Edwin T. Hodge, Professor of Geology, from September 1, 1951, through June 30, 1952, to join an expedition going to Africa for geological explorations.

RANKING OF MALE STUDENTS FOR SELECTIVE SERVICE
Dr. Maaske, as Chairman of the Committee on State and National Service, reported to the Board for its information the recommendations prepared and submitted to the Committee by the registrars at the institutions within the State System giving their interpretation of Selective Service instructions concerning the ranking of men students, as follows:

National Selective Service has issued a general policy statement for the guidance of college officials in the determination of rank order of men students, and the completion of Selective Service
System Form #109. Since the policy statement allows colleges and universities to interpret certain procedures, and since it seems desirable that the units of the State System be in essential agreement on these interpretations, the registrars at the University of Oregon, Oregon State College, and Oregon College of Education have prepared and submitted to the "Committee on State and National Service" the following recommendations:

"Rank order list compiled in the summer of 1951 shall include all and only those men who were 'full-time students' registered in the spring term, 1950-51.

'Full-time' means an end-of-term load of 12 or more term hours, including completed and incomplete courses and excluding withdrawals.

'Full college year' means three or more terms totaling 36 or more term hours as defined above. Any term included shall be counted in its entirety, and all work shall be included in chronological order to meet the minimums specified. Summer session, General Extension (including correspondence study), and transferred work may be counted.

The making of separate lists by majors shall be left to the discretion of the University of Oregon and Oregon State College. Credit totals for classification shall be those officially and regularly used by each institution; 'first-year class' means freshman, and so on.

A student shall be considered as 'satisfactorily pursuing a full-time course of instruction' if he is in good standing subsequent to attendance in spring term, whether or not he is enrolled in the summer session.

The basic lists are fixed and final when completed, except only for the correction of any computational errors.

"Selective Service has established no basis for ranking or certifying students who were not 'full-time students' in spring term, 1950-51.

"Selective Service regulations concerning students in the Dental and Medical Schools are well and specifically defined, hence these regulations would apply only to the other units of the State System of Higher Education."

The COMMITTEE ON STATE AND NATIONAL SERVICE has examined these recommendations and approved them. It is the committee's suggestion that they be approved by the Chancellor and submitted to the Board for its information.

ADJOURNMENT

The Board adjourned at 11:20 A.M.

EDGAR W. SMITH, President

CHARLES D. BYRNE, Secretary