STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
OCTOBER 23, 1951
10:00 A.M.

MEETING #206  A regular meeting of the State Board of Higher Education was held at the Benson Hotel, Portland, Oregon, on October 23, 1951.

ROLL CALL  The meeting was called to order at 10:00 a.m. by the President of the Board, Edgar W. Smith, and on roll call the following answered present:

Henry F. Cabell  Dr. R. E. Kleinsorge
George F. Chambers  Cheryl S. MacNaughton
Leif S. Finseth  Herman Oliver
A. S. Grant  Frank J. Van Dyke
Edgar W. Smith

Absent: None.

There were also present: Dr. Charles D. Byrne, Chancellor; President H. K. Newburn of the University of Oregon; President R. J. Maaske of Oregon College of Education; President R. G. Langston of Eastern Oregon College of Education; President E. N. Stevenson of Southern Oregon College of Education; Dean D. W. E. Baird of the Medical School; Mr. Viron A. Moore, Acting Dean of the General Extension Division; Mr. H. A. Bork, Comptroller; Mr. Travis Cross, Director of Information; Dean E. E. Lemon of Oregon State College; Dean William C. Jones of the University of Oregon; and Mr. William A. Zimmerman, Business Manager of the Medical School.

MINUTES APPROVED  The Board voted to dispense with the reading of the minutes of the last regular meeting held on September 11, 1951, and approved the minutes of that meeting as they appeared in the docket.

REPORT OF BLDG. COMMITTEE  Dr. R. E. Kleinsorge, Chairman of the Building Committee, reported as follows:

"Dean Lemon, representing President Strand, recommended the employment of James J. Cathercoal, Corvallis architect, to prepare plans for a student cooperative house. Dean Lemon reported that the Home Economics Extension organizations of the state had raised $45,000 for the project. While this amount will not meet the entire cost, it is probable that the additional funds required can be borrowed, to be repaid from the net income of the house operation.

"The proposed location recommended for the house is the extreme east point of the lower campus. This location was recommended by Dr. Taylor in his most recent campus study as the ideal location for student housing such as cooperatives and apartments for married students and junior faculty members. Dr. Taylor's plan also contemplated the extension of 11th Street across the campus from north to south."
"The recommendation for the employment of Mr. Gathercoal involves not only the plan of the house but also the general architectural design and layouts to be followed in the entire area east of the proposed 11th Street extension. Mr. Gathercoal, of course, will work with the College landscape architect in laying out this area. The exact location and the general design of the cooperative house will be determined only after this complete study, with the proposed design of the house to conform to the general architectural pattern for the area.

"The Committee feels that the Home Extension organizations of the state should be congratulated for this fine contribution to a very important housing need on the campus. The Committee is recommending to the Board that the employment of Mr. Gathercoal be authorized and that the College officials, working with the proper Board officials, negotiate an appropriate contract with Mr. Gathercoal to cover not only the planning of the cooperative house, but also a preliminary study of the development of the entire area. Funds to cover the planning of the area and the preliminary plans of the house are to come from the institutional reserve."

The Board approved the report of the Committee and authorized the employment of James J. Gathercoal, Architect, to prepare preliminary plans for the student cooperative house and to plan the general architectural design for the area.

The Chairman continued the report as follows:

"President Stevenson and Architect Kable presented final plans and specifications for an addition to Susanne Homes Hall which would house 62 women students. You will recall that in the bond issue sold to the State Bond Commission, $204,000 was allowed for a dormitory at Southern Oregon College of Education. Establishment of a two-year bond service sinking fund requires $22,000, leaving $182,000 for this project. Estimated cost of the project includes: direct construction $117,550, for 11,350 square feet; indirect construction costs covering fees of architect, supervision, landscaping and contingencies $22,450; equipment $12,000. In addition to actual construction, some remodeling of the main building would be done including enlargement of the dining area. Application has been filed with the National Production Authority for material for this project. The Building Committee recommends the approval of the final plans and specifications and authorization to advertise for bids, with the bids to be opened at the time of the December Board meeting so that the addition might be completed by September if possible."

The Board approved the final plans and specifications and authorized the advertising of bids for construction of the dormitory addition.

Dr. Kleinsorge continued the report:

"President Strand recommended that the elevator for the Home Economics Building which was left out when contracts were let, be restored to the construction contract. This is a combination freight and passenger elevator which was bid at $20,484. An additional 6 per cent for an architect's fee or a combined total of $21,713.04 would be required to restore the elevator to the contract. This amount would be met with $5,000 transferred from
the Animal Industries Building account, $5,000 from the Food Technology Building account and a transfer of $11,713.04 from the Special Institutional Operating Reserve. The Building Committee recognizes the desirability of including the elevator, particularly since the bid price is a good one. The Committee recommends that the elevator alternate be restored."

The Board approved the restoration of the elevator alternate and authorized the required transfer of funds to cover the cost of including it in the contract.

Dr. Kleinsorge reported as follows on the Rehabilitation Program:

"At the September meeting, the Board augmented the original physical plant rehabilitation reserve bringing the amount available to $351,790.06. The institutional executives at the three Colleges of Education and the Medical School submitted to the Chancellor's Office programs of rehabilitation for their institutions which were reviewed by the Chancellor and presented to the Board at yesterday's meeting.

"Following is the program presented with the method of financing and the allocation to be made to each institution:

Oregon College of Education:
Renovation of North Wing of Campbell Hall $32,918.00
Completion of landscaping on main campus area 1,566.00
Curbing (990 feet) on Jackson Street 1,980.00
Renovation of training school gymnasium 4,500.00
Repair of Senior Cottage porch 1,000.00
Reflooring of cafeteria in training school 850.00
Installation of drainage tile in playground 500.00
$43,314.00

Less: Amount of carry-over in institutional reserve 11,479.43
Recommended allotment from Board's Reserve $31,834.57

Southern Oregon College of Education:
Complete north library mall $10,042.00
Complete basement area in new library building 8,250.00
Construct two tennis courts 7,500.00
Interior painting - gymnasium 1,600.00
Remodel stage in auditorium of Churchill Hall 2,500.00
Physical education and health area development 17,200.00
$47,092.00

Less: Amount of carry-over in institutional reserve 25,719.22
Recommended allotment from Board's Reserve $21,372.78
Eastern Oregon College of Education:
Asphalt tile, 2nd floor Administration Building $2,500.00
Prepare art classroom, basement of Administration Building 400.00
Remodel and renovate auditorium, Administration Building 23,365.00
Renovation of Ackerman Elementary School 4,656.00
Blacktop parking lot in rear of new library 1,000.00
Roadway to warehouse and parking lot, men's dormitory 4,400.00
Development of physical education field 2,500.00

Less: Amount of carry-over in institutional reserve 10,463.73
Recommended allotment from Board's Reserve 28,357.27

University of Oregon Medical School:
Reroofing portions of Library, Doernbecher and Clinic $2,500.00
Improvements in Medical Science Building classrooms 1,320.00
Seal treating existing asphalt pavement 2,800.00
Repair rotted windows, Medical Science Building 6,200.00
Campus surveying and mapping 2,500.00
Repairs and improvements to incinerator, Medical Science Building 5,000.00
Remodel Pharmacology laboratories 3,600.00
Floor covering in certain areas, Medical Science Building 2,000.00
Curbs around parking areas 2,700.00
Landscape grounds, Nurses dormitory 3,500.00
Studio for Medical Illustration Department 7,500.00
Ventilation in classroom 115 in Clinic Building 600.00
Replacement of Clinic water tank and main 6,300.00
Soundproofing walls in certain offices, Administration Building 1,200.00
Ventilation in Bacteriology Media room 400.00
Doors on loading dock, Medical Science Building 500.00
Convert present Medical Illustration space to Laboratory 2,000.00
Partition in Registrar's Office 500.00

Less: Amount of carry-over in institutional reserve 21,344.66
Recommended allotment from Board's Reserve 29,775.34
Total allotments recommended from Board's Reserve 111,339.96
Balance of Board's Reserve unallocated after providing for above projects

$240,450.10

"It is understood that the amounts for each project are estimates and that the institutions are permitted to expend more or less on any individual item as required, with the over-all expenditures not to exceed the institutional totals. The Chancellor reported that at the December Board meeting he will bring in recommended programs for the State College and the University, financed under the same plan. Both institutions are now working on the details of their projects.

"While a number of projects for the institutions had to be eliminated because of insufficient funds, the Building Committee is completely in accord with the projects presented and recommends approval of the program as presented and the allotments recommended from the rehabilitation reserve."

The Board adopted the report of the Committee, approved the rehabilitation program as presented, and authorized the recommended allotment of funds.

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

"On Saturday, October 20, your Building Committee inspected the new Food Technology Building at Oregon State College. The building combines attractive lines with functional and practical arrangement. The building exemplifies the type of structure which provides facilities for doing a real job of higher education in a most important area of instruction and research.

"The original allocation for the building from the State Building Fund amounted to $695,000. From this sum $5,000 was transferred to the Home Economics building project. Total direct construction costs were $537,162.55. A contingency balance of approximately $9,000 remains to complete the building and purchase deferred items of equipment.

"Architect Bear recommended acceptance of the building, reporting only a few small details left to complete, much of which can be finished by November 1. Both he and Mr. Drake, who had the general construction contract, are to be commended for their cooperation with each other and with college officials on the project. Mr. Bear indicated that construction costs amounted to $9.21 per square foot, a remarkable figure for this type of building.

"The building committee recommends acceptance of the building and immediate payment of the contractors with sufficient funds withheld to cover remaining unfinished items. The State of Oregon and the State College are to be congratulated on this splendid addition to research and teaching facilities in this important area. We believe Oregon now has the most distinguished food technology
building in the nation. Your committee recommends the acceptance of this building, subject to the provision stated above."

The Board approved the report of the Committee, accepted the new Food Technology Building, subject to completion of minor details, and authorized payment to the contractors.

Mr. Henry F. Cabell, Chairman of the Finance Committee, reported as follows:

"President Newburn recommended the installation and utilization of IBM tabulating equipment at the Dental School. He reported that the introduction of the equipment had been under careful study for several months and that personnel from the state auditing offices were called in for consultation in addition to Mr. Bork and Mr. Watson of the Comptroller's Office. The equipment would greatly assist the educational phase of the dental program by correlating the clinical requirements with the instructional needs of the students. With some 100,000 patient calls recorded last year, President Newburn reported, Dean Noyes feels that it is necessary that some procedures be set up which would readily indicate the instructional potentialities which exist in the clinical clientele. It occurs to the committee that such a program of correlation might be desirable, at least on a trial basis. It is recommended that a complete review be made after two years of operation both as to the educational effectiveness and as to possibilities for using essentially the same machines in other locations such as the comptroller's office or the University business office. Cost of installation of the equipment is $6,000 with a yearly operating cost of $16,000. Money is to come from the Dental School restricted reserve. Some saving, possibly $4,000, would be made in reduction of the number of clerks now employed to handle some of the same material. The committee feels the instructional and service opportunities presented by this proposal merit a two-year trial and so recommends to the Board."

The Board adopted the report of the Committee and authorized the installation of the tabulating equipment as recommended, subject to complete review after two years of operation.

Mr. Cabell continued the report:

"President Newburn recommended the purchase of the Shelley property, described as Lot 1, Block 4, University Addition, in Eugene, Lane County, Oregon, for $5,500. You will recall that the Board passed a resolution authorizing condemnation of this property at the July 24th Board meeting, unless the owners would settle for a maximum purchase price of $5,500. The University has been advised that settlement may now be made for this amount, and the committee so recommends, with funds coming from the University rental property account."

The Board approved the purchase of the Shelley property, funds to come from the Board's rental property account at the University.
Mr. Cabell continued:

"President Newburn recommended the transfer of $2,750 from the Special Institutional Reserve to cover the cost of removing the old heating plant smokestack. Formal bids were taken, the lowest being $3,995. University officials then called in Mr. Fred J. Park and Mr. W. E. Ward of Eugene and a negotiated contract amounting to $2,750 was agreed upon. Dr. Newburn assured the committee that the contract protects the University with insurance and a performance bond. The committee feels the appearance of the campus will be enhanced by the removal of the smokestack and it recommends that the contract be approved as stated."

The Board approved the contract with Fred J. Park and W. E. Ward for the removal of the smokestack and authorized the required transfer of funds to cover the cost.

Mr. Cabell continued the report:

"President Newburn recommended the sale of the Zimmerman property about four miles east of Silverton, along Abiqua Creek, which was bequeathed to the University. The property is unimproved, amounts to 26 acres of timberland and cut-over land. In the estate, it was appraised at $1,500. A Silverton realtor, however, appraised the land at $1,900. President Newburn recommends that the property be advertised for sale as required by law, and that a minimum price of $1,900 be stated. Bids would then be opened and a recommendation brought to the Board at the December 10th meeting. The Committee recommends that University officials advertise for bids to sell the property as recommended by President Newburn."

The Board approved the proposal to sell the Zimmerman property and authorized advertising for bids with a stated minimum price.

Mr. Cabell reported as follows on the Land Purchase Program:

"At the September Board meeting, action was taken supplementing the original amount set aside for land purchase with carry-over funds from last year's budget and making available $276,108 for land purchases during the current year. In order that the institutions may proceed in the acquisition of properties needed for early campus development, the Chancellor presented a program for the allocation of the major portion of this fund. At the three Colleges of Education, specific allotments were made for particular pieces of property, whereas at the State College and the University, no definite parcels were named. The following is the program presented:

<table>
<thead>
<tr>
<th>Oregon College of Education</th>
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<tr>
<td>Land adjacent to stadium, 4-2/3 acres and old residence $6,500 less $1,900 previously appropriated for this property)</td>
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<tr>
<td>Sedivy property (house and lot)</td>
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Southern Oregon College of Education
Moving the Kerr apartments $5,000

Eastern Oregon College of Education (approval for immediate purchase requested)
Orval Green property (2 lots and residence) $5,800
Ralph DeBoe property (1 lot and residence) 8,000 $13,800

University of Oregon
Recommended allotment 100,000
Note: Above to consist of the following:
Advanced for specific purchases previously approved by the Board:
August 3, 1951, Houghton property 9,100
Sept. 27, 1951, Reese property 11,000
Sept. 27, 1951, McNutt property 5,000
Sept. 27, 1951, Flaskett property 6,000
Total advances on allotment $31,100
Additional allotment recommended 68,900
Total as above $100,000

Oregon State College
Recommended allotment 100,000

Total land purchase allotments recommended $227,900

Balance retained in Board's Reserve for Emergency land purchases: $48,208

"Your attention is called to the fact that final approval of the acquisition of the two pieces of property at Eastern Oregon College of Education is recommended because purchase agreements have been obtained on these properties at the average appraisal price or less. On all other land purchases from the funds allotted, recommendations will be made to the Board on each purchase after proper appraisals have been obtained and satisfactory prices have been negotiated. You will also note that $48,208 is retained in the Board's Reserve for land purchases to cover emergency purchases that may arise during the year. The committee recommends approval of the purchase of the two properties at Eastern Oregon College of Education and the allocation of funds as recommended."

The Board adopted the report of the Committee, approved the land purchase program as presented, and authorized the immediate purchase of the Green and DeBoe properties at Eastern Oregon College of Education.

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

TRANSFER OF ADAIR VILLAGE TRACT TO STATE GAME COMMISSION

"Dean Lemon outlined negotiations completed for the transfer of 102.3 acres of land which constituted the Camp Adair Village area to the State Game Commission which already owns land bordering this area on three sides. After conferring with Federal agencies involved, the procedure will be to deed the property back to the Government which will in turn transfer the property to the Game Commission. There are no financial considerations involved because
the State College acquired the property at 100% discount and the Federal Government is proposing to transfer the property to the Game Commission under the same conditions. In order to complete the transaction, it will be necessary for the Board to adopt a formal resolution, which Dean Lemon will present."

Dean Lemon presented the following resolution:

"WHEREAS, by virtue of the statutes in such cases made and provided, the State of Oregon, by and through the State Board of Higher Education, acquired by deed 102 acres, more or less, of land on which the buildings of Adair Village were situated; and

"WHEREAS, the State of Oregon, by and through its State Board of Higher Education, has found the use of this land to be not so urgent since the Adair Village housing project was terminated June 30, 1951; and

"WHEREAS, the State of Oregon Game Commission, through its agents, has expressed a need of this tract of 102 acres, more or less, as said Commission holds title to the property bounding it on the north, on the east and on the south;

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

"1. That the State Board of Higher Education in the operation of Adair Village has used the following described parcel of property:

"A parcel of land lying in Sections 29 and 30, Township 10 South, Range 4 West of the Willamette Meridian, in Benton County, Oregon, said parcel being more particularly described as follows:

"Beginning at the intersection of the Easterly right-of-way line of the existing U.S. Highway 99 West (80-foot wide right-of-way) and the East-West center line of said Section 30; thence South 89 deg. 59' East 953.9 feet; thence North 0 deg. 04' West 362.8 feet; thence North 89 deg. 56' East 1515.7 feet to a point which is 6 feet Easterly from Trunk "A" Sewer as laid out and constructed at Camp Adair, said point also being Southerly 68.2 feet from a manhole at said Trunk "A" Sewer Center line Station 209+63.37; thence South 0 deg. 04' East 1001.6 feet; thence South 89 deg. 56' West 68 feet; thence South 0 deg. 04' East 324.2 feet; thence South 89 deg. 56' West 190.5 feet; thence South 0 deg. 04' East 387.1 feet; thence South 89 deg. 16' West 775.0 feet; thence South 5 deg. 41' East 99.3 feet; thence South 89 deg. 16' West 1153.7 feet, more or less, to a point on the easterly right-of-way line of the relocated U.S. Highway 99 West (100-foot wide right-of-way) being the Easterly right-of-way line of the area comprising the widening and relocation of said relocated U.S. Highway 99 West as conveyed by the United States of America to the State of Oregon by deed dated February 23, 1950, said point also being approximately opposite center line Station 1705+18.5 of said U.S. Highway 99 West; thence Northwesterly along the Easterly right-of-way line of said relocated United States
Highway 99 West to an intersection with the Easterly right-of-way line of said existing U. S. Highway 99 West; thence Northerly along said Easterly right-of-way line of said existing highway to the point of beginning, containing 102.3 acres, more or less, with four buildings located thereon designated as follows:

F-9, Morgue  
F-13, Storehouse—medical  
F-14, Storehouse—medical  
F-15, Storehouse—receiving.

"2. That the State Board of Higher Education does hereby find and declare, as a result of its investigation, that the property has now served its full purpose, since the housing project has been terminated.

"3. That the State Board of Higher Education deed the above-described property to the Government of the United States of America with the understanding that said Government in turn deed said property to the State of Oregon Game Commission.

"4. That the State Board of Higher Education authorizes its president and its secretary to sign whatever documents are required in this transaction."

On roll-call vote, the Board unanimously adopted the above resolution.

DENTAL SCHOOL Dr. Kleinsorge, on behalf of the Executive Committee, reported as follows:

"For a period of six weeks or more there has been before the Board a recommendation for a change in the administration of the Dental School of the University of Oregon. Board members have heard presentations on this matter from the Executive Committee of the State Dental Association and the Advisory Council of the Dental School. The Executive Committee of the Board, after the most careful consideration of all the facts presented to it and after consultation with Board members, has concluded that there should be no change in the plan of administration now in effect for the University of Oregon Dental School. It so recommends to the Board with the directive that the Secretary of the Board so advise the Advisory Council."

The Board adopted the report of the Executive Committee.

Mr. Cabell commented that, as he understood it, the problem before the Board was two-fold: whether or not the present method of administration is in the best interests of the Dental School and the System of Higher Education, and whether it is in accordance with the law which transferred the school to the state. He added that based on the record of the past five years of operation and on careful study of the whole situation by the Board, he felt that the conclusion reached by the Executive Committee is fully justified.
President Smith commented briefly on the program of the annual meeting of the Association of Governing Board of State Universities and Allied Institutions held at A. & M. College of Texas, October 9 to 14, 1951, which he attended. The Association, which elected Mr. Smith president for the ensuing year, will meet in Portland in the fall of 1952.

Chancellor Byrne reported that negotiations have been completed with the Aluminum Company of America for a joint program of research by Washington State College and Oregon State College on the effect of fluoride emanations on plant life and animals, especially in the vicinity of Sauvies Island. At the June meeting President Strand indicated that such a contract had been proposed, and the Board at that time indicated that the project would be of real value to the farmers of Oregon and Washington and should be approved. The proposed contract makes available $59,250 to Oregon State College for study of the effect of fluoride emanations on crops and pastures and its relation to the nutritional status of livestock, and $22,200 to Washington State College for the study of livestock abnormalities. It provides for the making of joint findings and reports if the two institutions concur, or of individual reports if they cannot concur, and provides for freedom to publish the results. Chancellor Byrne recommended that the contract be approved.

The Board approved the research contract and authorized its execution by the proper officials.

Chancellor Byrne reported that the Building Committee plans to inspect the new heating plant at the University of Oregon on November 3rd. To avoid deferring payment to the contractors until after the December meeting, the Chancellor recommended that the Building Committee be authorized to accept the heating plant on behalf of the Board at the time of the inspection if the construction is satisfactory.

The Board adopted the Chancellor's recommendation, authorized the Building Committee to accept the new heating plant on behalf of the Board if they deem it to be satisfactory, and authorized payment to the contractors in accordance with the terms of the contracts after acceptance of the plant by the Building Committee.

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

University

G. B. Warner

Gift of $1,000 from the late Mrs. Gertrude Bass Warner to be added to the Murray Warner Cataloguing Fund.

Ore. State Chapt. P.E.O.

Gift of $250 from the Oregon State Chapter P.E.O. to provide scholarships for two designated students.
Lebanon High School  
Gift of $150 from the Lebanon Union High School to be used for scholarships for three designated students.

Seward Lions Club  
Gift of $500 from the Seward (Alaska) Lions Club for a scholarship for a designated student.

Delta Delta Delta  
Gift of $600 from Delta Delta Delta Sorority for scholarships for two designated students.

Juneau PTA  
Gift of $100 from the Juneau (Alaska) Parent-Teacher Association for a scholarship for a designated student.

Henry H. Arnold Educational Fund  
Gift of $600 from the General Henry H. Arnold Educational Fund, Air Force Aid Society, for a scholarship for a designated student.

Rotary Club of Pendleton  
Gift of $175 from the Rotary Club of Pendleton to provide a scholarship for a designated student.

Standard Oil Co.  
Gift of $2,000 from the Standard Oil Company of California to provide four "leadership" scholarships for the academic year 1951-52.

T. Neil Taylor  
Gift of $250 from Mr. T. Neil Taylor, Piedmont, California, to be added to the T. Neil Taylor Fund for Research in Journalism.

U. S. Dept. of State  
Grant of $19,240 from the United States Department of State to finance a program of study and observation in the field of journalism for ten German students under the terms of a contract covering the period June 1, 1951, to August 31, 1952.

Coos Bay Am. Legion  
Gift of $100 from the Coos Bay American Legion Auxiliary to provide a scholarship for a designated student.

Oregon State College  
Carnation Milk Co.  
Grant of $2,400 from the Carnation Milk Company to the Experiment Station Department of Bacteriology to be used for research on circulation cleaning of dairy plant pipe lines.

Portland Home Ec. Assoc.  
Gift of $150 from the Portland Home Economics Association for a Scholarship for a designated student.

Walter Beane  
Gift of $200 from Mr. and Mrs. Walter Beane, Klamath Falls, Oregon, for scholarships for two designated students.

Zonta Club, Corvallis  
Gift of $50 from the Zonta Club of Corvallis for a scholarship for a designated student.

Modoc Union High School  
Gift of $100 from Modoc Union High School, Alturas, California, for a scholarship for a designated student.

Pendleton Rotary Club  
Gift of $175 from the Pendleton Rotary Club for a scholarship for a designated student.

North Bend B.P.W.  
Gift of $50 from the Business and Professional Women of North Bend, Oregon, for a scholarship for a designated student.
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Grants Pass Gladiolus Show
Gift of $300 from the Grants Pass Gladiolus Show & Festival Commission, Inc., for a scholarship for a designated student.

Plymouth Motor Corporation
Gift of $300 from the Plymouth Motor Corporation, Detroit, Michigan, for a scholarship for a designated student.

Cave Junction American Legion
Gift of $150 from Glenn Morrison Post No. 70, American Legion, Cave Junction, Oregon, for a scholarship for a designated student.

Kappa Sigma
Gift of $200 from Kappa Sigma Fraternity to provide a scholarship for a designated student.

Louise Reinhart Memorial Fund
Gift of $100 from the Louise Reinhart Memorial Fund for a scholarship for a designated student.

Junction City Teachers' Assoc.
Gift of $120 from the Junction City Teachers' Association to provide a scholarship for a designated student.

Am. Poultry & Hatchery Federation
Grant of $1,500 from the American Poultry and Hatchery Federation, Kansas City, Missouri, to be used as a grant-in-aid for the Experiment Station research project, "Factors Affecting Fertility and Hatchability in Chickens."

Grants Pass B.P.W. Club
Gift of $50 from the Grants Pass Business and Professional Women's Club to provide a scholarship for a designated student.

Agr. Res. Foundation
Grants totaling $11,600 from the Agricultural Research Foundation, as follows:

$1,350 to the Agricultural Chemistry Department for research on the effect of certain insecticides on the quality of hops;

$2,250 to the Agricultural Chemistry Department for making chemical investigations relative to the evaluation of hop quality; and

$2,000 to the Experiment Station Department of Botany and Plant Pathology for research on morphological and anatomical characters in hops; and

$3,000 to the Experiment Station Department of Farm Crops for research on techniques for germinating hop seeds with reference to a breeding program.

U.S. Dept. of State
Grant of $3,620 from the United States Department of State to finance a program of study, training and observation for two German trainees in the field of Home Economics.
Medical School

Oregon State Elks Assoc. Additional gift of $1,000 from the Oregon State Elks Association to be utilized for the operation of the Elks' clinic for children in the Department of Ophthalmology.

M. R. Hayden Gift of $350 from the estate of Minnie R. Hayden, deceased, to the Doernbecher Memorial Hospital.

Medical School Alumni Assoc. Gift of $100 from the Medical School Alumni Association to be used to defray expenses of an out-of-state travel trip for Dr. W. B. Youmans, Professor and Head of the Physiology Department.

Winthrop-Stearns, Inc. Gift of $200 from Winthrop-Stearns, Incorporated, New York, for the manufacture of a display case in the Department of Pharmacology.

Tucker Foundation Gift of $500 from the Max and Rose Tucker Foundation to the Doernbecher Memorial Hospital for Children to be used "to assist in the vitally important work which the hospital is carrying on."

Wakefield Baker Gift of $100 from Mr. Wakefield Baker in memory of Mr. Rex Ingram, to support leukemia research. (Mr. Ingram's family requested that friends send gifts to the Medical School for this purpose in lieu of flowers.)

Ore. Div. of Am. Cancer Soc. Grants totaling $22,585 from the Oregon Division of the American Cancer Society for continued support of research in oncology, the Bone Tumor Registry, the Smear Laboratory, a Cytology Scholarship, and research in experimental medicines.

Armour Labs. Grant of $5,000 from The Armour Laboratories of Chicago, to support research on certain new hormones to be conducted under the direction of Dr. Carl G. Heller, Assistant Professor of Medicine.

Oregon College of Education

L. K. Ratcliff Gift of $150 from Mrs. Lucetta K. Ratcliff, Salem, Oregon, for the purpose of establishing a "Doors to World Friendship" book collection in the college library.

Eastern Oregon College of Education

Pine Valley P.T.A. Gift of $90 from the Pine Valley P.T.A. to provide an all-tuition scholarship for a designated student for the school year 1951-52.

Northern Idaho Col. of Ed. Women's Athl. Assoc. Gift of $75 from the Northern Idaho College of Education Women's Athletic Association, to be utilized by an Idaho student for expenses.

James J. D. Haun Gift of $45 from Dr. James J. D. Haun, La Grande, Oregon, for the Eastern Oregon College Emergency Student Fund during the school year 1951-52.

Elgin P.T.A. Gift of $90 from the Elgin P.T.A. to provide an all-tuition scholarship for a designated student for the school year 1951-52.
Gift of $1,050.97 from the La Grande Municipal Band to be used for the purchase of instruments and music for use by the College-Community Orchestra.

The University of Oregon Medical School has been advised by the United States National Bank of Portland that the will of the late Frank W. Settlemiert bequeaths to the Medical School the sum of $2,500 for cancer research and the sum of $2,500 for research work in diseases of the heart. To facilitate probate of the estate and distribution of the bequests, the Board on roll call vote, unanimously adopted the following Resolution:

"Be it resolved, that the State Board of Higher Education, on behalf of the University of Oregon Medical School, does hereby accept the two bequests totaling $5,000 devised to said University of Oregon Medical School under the will of Frank W. Settlemiert, deceased; and does hereby authorize Charles D. Byrne, Secretary of the Board, to execute such receipts and other documents as may be required to effect distribution of the bequests."

The fee schedule for the Medical Technology program at the Medical School makes no provision for auditing the courses. Inasmuch as several requests for permission to audit have been received, the Board approved an auditor's fee of $2.00 per term hour for lectures, and $4.00 per term hour for laboratory courses offered under the Medical Technology program as an emergency measure pending the regular Fee Committee meeting next January.

The Board approved the transfer of $600 from the Medical School Institutional Reserve for the establishment of a Medical Research Laboratory budget for the purchase of supplies, chemicals and experimental animals needed for the operation of the recently completed research laboratory in the Department of Biochemistry.

In connection with the inauguration of a Gym Suit Service program at Vanport Extension Center comparable to those at the other institutions, the Board approved the addition of $2,500 to the Gym Suit Service Account at Vanport Extension Center to provide for the necessary minimum purchase of gym clothing and the necessary operating costs, funds to be provided $600 from an increase in estimated Gym Suit fees, and $1,900 by transfer from the Vanport Educational, Athletic and Student Union Activities.

The purchase of a cash register having been requested and approved by the State Auditors as essential in the proposed revised accounting system for the Dental School Clinics, the Board approved the addition of $3,225 to the Clinical Supervisor budget to cover the cost of the machine, funds to be provided by transfer from the Dental School's restricted unappropriated funds.
The Board approved the transfer as follows of $7,824.42 from the Special Institutional Reserve:

- $6,987 to Building Repair to cover painting in Ackerman School and in the Administration Building, replacement of the Administration Building roof, and replacement on all buildings of tile blown off in a windstorm;
- $837.42 to Campus and Grounds to cover cost of installation of a concrete slab for children's games in the patio of the Ackerman School.

The Board approved the addition of $1,285 to the Medical School Department of Medicine Wage budget, funds to be provided by transfer from the Institutional Reserve, to provide additional clerical and stenographic assistance required by reason of the increased number of paid faculty members in the department.

The Board approved the transfer of $11,000 to the Dental Hygiene equipment account, funds to be provided from the unappropriated balances at the Dental School carried forward June 30, 1951, for the purchase of 15 dental operating lights and 15 dental chairs for the Dental Hygienist Clinic.

The Board approved the budgeting as follows of $2,740 of the $19,240 State Department grant to the University reported in the gift section (the balance of $16,500 to be disbursed for student expenses for room and board, books, tuition, transportation, etc.):

- Wages (for a co-ordinator) $1,000
- Materials and expense 600
- Travel (for co-ordinator and staff) 1,140
- $2,740

The Board approved the budgeting as follows of the $8,000 Atomic Energy Commission grant to the University for research in biology, accepted by the Board in September:

- Salaries $1,333.33
  - Appointment for fall term only of Dr. Irving H. Bernstein, Research Associate, $4,000 salary rate for full time.
- Wages 3,108.67
- Materials and expense 1,663.00
- Travel 500.00
- Equipment 500.00
- Unbudgeted overhead 595.00
- $7,205.00
- $8,000.00
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CARNATION MILK CO.
GRANT BUDGET,
OSC

The Board approved the budgeting as follows of the $2,400 Carnation Milk Company grant to the College reported in the gift section:

Salaries
Appointment of Owendolyn Cahill, Graduate Research Assistant, with yearly tenure, $1,500 stipend rate for 50 per cent time, 12-months service, effective September 1, 1951. $1,000.00

Wages 500.00
Materials and expense 300.00
Travel 400.00
Equipment 200.00

$2,400.00

ADDN. TO FISH & GAME BUDGET,
OSC

The Board approved the addition of $800 to the Experiment Station Department of Fish and Game Management requisition budget, funds to be provided by transfer from the Experiment Station Emergency Reserve, to cover expenses of a grain contamination survey being made in Eastern Oregon.

TRANS. TO SPEECH DEPT., U of O

The Board approved the transfer of $600 to the Department of Speech at the University, funds to be provided by transfer from the Institutional Reserve, to provide for maintenance of radio equipment.

TRANSFER TO AAAS CONV.
ACCT., OSC

In connection with the annual summer meeting of the Pacific Branch of the American Association for the Advancement of Science, scheduled to be held on the State College campus next June, the Board approved the transfer of $1,000 from the College Institutional Reserve to a temporary budget account (Pacific Branch AAAS Convention) to be set up to expedite arrangements for the meeting and expended on requisitions signed by the convention committee chairman. Convention fees and other income collected through the Association to defray convention costs will be applied to cover expense in the new account.

TRANSFER TO SCHOOL OF ED. WAGES, U of O

The Board approved the transfer from the salaries account to the wages account in the University's School of Education budget of $4,000 of the unused salary of $6,829.50 budgeted for the position previously occupied by Dr. Huffaker, to provide the services of a series of visiting professors of educational administration.

AG. RESEARCH FOUNDATION GRANT BUDGET,
OSC

The Board approved the budgeting as follows of the $2,250 Agricultural Research Foundation grant to the Experiment Station Department of Agricultural Chemistry reported in the gift section:

Salaries
Increase in time from 83 per cent to full time for S. C. Fang, Research Assistant, Instructor, and corresponding increase from $3,741 to $4,311 in amount budgeted for salary. $567.00

Wages 763.00
Materials and expense 900.00

$2,250.00
AG. RESEARCH FOUNDATION GRANT BUDGET, OSC

The Board approved the budgeting as follows of $3,000 of the $4,350 Agricultural Research Foundation grant to the Experiment Station Department of Agricultural Chemistry reported in the gift section:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>200.00</td>
</tr>
<tr>
<td>Travel</td>
<td>200.00</td>
</tr>
<tr>
<td>Equipment</td>
<td>200.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$3,000.00</td>
</tr>
</tbody>
</table>

AG. RESEARCH FOUNDATION GRANT BUDGET, OSC

The Board approved the budgeting as follows of the $2,000 Agricultural Research Foundation grant to the Experiment Station Department of Botany and Plant Pathology reported in the gift section:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$1,206.00</td>
</tr>
<tr>
<td>Appointment of Robert H. Miller, Graduate Research Fellow, yearly tenure, $1,608 stipend rate for 50 per cent time, 12-months basis, effective October 1, 1951.</td>
<td></td>
</tr>
<tr>
<td>Wages</td>
<td>294.00</td>
</tr>
<tr>
<td>Materials and expense</td>
<td>200.00</td>
</tr>
<tr>
<td>Travel</td>
<td>50.00</td>
</tr>
<tr>
<td>Equipment</td>
<td>250.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$2,000.00</td>
</tr>
</tbody>
</table>

TRANSFER FOR MOVING HOME DEPARTS., OSC

The Board approved the transfer of $2,870.96 from the College's Special Institutional Reserve to an account for "Moving Home Economics" Departments from the building now under renovation and setting up the departments in temporary quarters.

ADDNS. TO EXPERIMENT STATION BUDGETS, OSC

The Board approved the addition of $12,636.05 to various Experiment Station budgets as follows from funds carried over from fiscal year 1950-51:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal Husbandry</td>
<td>$4.30</td>
</tr>
<tr>
<td>Soils</td>
<td>1,170.02</td>
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<tr>
<td>Entomology</td>
<td>89.89</td>
</tr>
<tr>
<td>Home Economics</td>
<td>620.04</td>
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<tr>
<td>Dairy Husbandry</td>
<td>1,345.69</td>
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<tr>
<td>Food Technology</td>
<td>175.00</td>
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<tr>
<td>Veterinary Medicine</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Poultry</td>
<td>23.00</td>
</tr>
<tr>
<td>Agricultural Engineering</td>
<td>2,693.09</td>
</tr>
<tr>
<td>Agricultural Economics</td>
<td>5,237.79</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$12,636.05</td>
</tr>
</tbody>
</table>

TRANSFER TO SPECIAL KELLOGG FOUNDATION ACCT., U of O

The Board approved the transfer of $1,270.85 from the University's Special Institutional Reserve to a special account to cover the cost of retirement services and other service charges for personnel employed on the W. K. Kellogg Foundation educational administration program for which grant funds may not be used.
The Board approved budgeting as follows for the period October 1, 1951 through July 31, 1952 of the $42,300 grant from the W. K. Kellogg Foundation to the University reported to the Board in September:

Salaries
- Director to be appointed, $10,000 salary rate: $22,000.00
- Associate Director to be appointed, $6,500 salary rate: 5,416.66
- 5 Teaching Fellows at $1,200 stipend rate each: 6,000.00
- To be allocated: 3,083.34

Wages: 7,350.00
Materials and expense: 1,000.00
Travel: 11,950.00

Total: 42,300.00

The Agricultural Research Foundation grant to the Department of Farm Crops for research on germination of hop seeds, reported in the gift section:

Wages: 1,250.00
Materials and expense: 200.00
Travel: 50.00
Equipment: 1,500.00

Total: 3,000.00

The Board approved the addition of $2,500 to the materials and expense budget in the Experiment Station Department of Malheur Experimental Area, funds to be provided from unbudgeted Fees and Sales income, to cover increased costs of beef cattle to be purchased for the feeding trials conducted during the winter.

When the budget records were closed for the year 1950-51, there was inadvertantly omitted in the University list of outstanding requisitions to be paid from the 1950-51 budget an order for three hundred classroom chairs. As a result of this omission, the amount of $3,367.68 reverted to the Board's general funds which should have been applied toward the payment of the above purchase order. To provide for the covering of this requisition, the Board approved the appropriation from the Board's unappropriated fund of $3,367.68.

The Board approved the following personnel adjustments at the University, the necessary funds being provided in the 1951-52 budget.

Appointment of Major Grant R. Smith, USAF, as Assistant Professor of Air Science and Tactics, effective September 9, 1951. Salary for this position is paid from Federal funds and no change in budget is involved.
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Appt. Capt. R. A. Laurence
Appointment of Captain Robert A. Laurence, USAF, as Assistant Professor of Air Science and Tactics, effective September 5, 1951. Salary for this position is paid from Federal funds and no change in budget is involved.

Appt. Capt. R. J. Pflug
Appointment of Captain Raymond J. Pflug, USAF, as Assistant Professor of Air Science and Tactics, effective September 3, 1951. Salary for this position is paid from Federal funds and no change in budget is involved.

Appt. L. B. Needham
Appointment of Mrs. Lucille B. Needham as Instructor in Business Administration for the fall term only, at a salary of $1,100 for the term, to fill the vacancy caused by leave of absence of Miss Catherine Jones; $1,100 required salary funds to be provided by transfer from the Institutional Reserve.

Resig. J. A. Warren
Resignation of John A. Warren, Head Basketball Coach and Assistant Professor of Physical Education, effective September 30, 1951, to go into business; and

Appt. W. J. Borcher
Appointment of William J. Borcher as Head Basketball Coach and Assistant Professor of Physical Education, replacing Mr. Warren, with yearly tenure, 12-months basis, $6,000 salary rate, effective October 8, 1951; $588.17 salary funds in the Athletic budget and $274.77 in the Health and Physical Education budget released by appointment at a lower rate than budgeted to be retained unallocated in the respective accounts.

The Board approved the following personnel adjustments at Oregon State College, the necessary funds being provided in the 1951-52 budget:

Resig. J. F. Svinth
Resignation of Jens F. Svinth, County Extension Agent in Josephine County, effective September 30, 1951, to accept an appointment as Field Man for the American Jersey Cattle Club; and

Appt. H. E. Clark
Appointment of Harry E. Clark as County Extension Agent (Agriculture) in Josephine County, with rank of Assistant Professor, yearly tenure, 12-months basis, $5,280 salary rate, effective October 15, 1951, to fill the vacancy caused by the above resignation.

Redist. Time and Salary E. F. Kurth
Redistribution of time and salary for Dr. E. F. Kurth from 66 per cent time, $5,016 salary rate in Oregon Forest Products Laboratory, and 15 per cent time, $1,140 salary rate in the Department of Chemistry, and 19 per cent time, $1,144 salary rate in Chemical Utilization of Forest By-Products, to: 80 per cent time, $6,080 salary rate in Oregon Forest Products Laboratory, and 20 per cent time, $1,520 salary rate in the Department of Chemistry. $1,203.34 unused salary in the Chemical Utilization of Forest By-Products budget resulting from this adjustment to be transferred $316.67 to the Chemistry budget to cover the increase in time and salary, and the balance of $886.67 to the Chemistry Utilization Wages account.
Inc. in 
Rank & Sal. 
Adin Steenland 

Increase in rank and salary for Adin Steenland, Plant Pathology Specialist, from Assistant Professor at $5,748 salary rate to Associate Professor at $6,504 salary rate, effective October 1, 1951. $567 required salary funds to be transferred from the Extension Director's Reserve. Mr. Steenland, who is rated as one of the top specialists, has received an attractive offer from a production enterprise, and this increase was recommended to encourage him to remain with the Department of Plant Pathology.

Inc. in 
Salary 
E. F. Coles 

Increase in salary for Edward F. Coles, Agricultural Economist—Market Reports, from $4,380 to $4,800, with no change in rank, tenure or term of service; $315 required salary funds to be provided by transfer from the Extension Director's Reserve. Mr. Coles has been offered the position of Secretary of the Oregon Cattleman's Association at considerably higher pay, but he is interested in remaining in college work and this increase was recommended to encourage him to remain with the Extension Service.

Promotion of 
J. G. Hood 

Promotion of John Gordon Hood, Extension Agent in Clatsop County, with rank of Professor, to the position of State Extension Agent, $6,408 salary rate, no change in rank, tenure or term of service, effective October 1, 1951, to fill the vacancy caused by the death of W. L. Teutsch last year. $5,667 unused salary resulting from the transfer of Mr. Hood from Clatsop County to be transferred to the Director's Reserve.

Resig. Ramona 
Berry 

Resignation of Miss Ramona Berry, Assistant Professor in History, effective June 30, 1951, to devote her time to research; and

Promotion 
H. D. Carlin 

Promotion from part-time Instructor to full-time Assistant Professor in History for Herbert D. Carlin, with yearly tenure, $1,400 salary rate, 10-months basis, effective September 1, 1951, to replace Miss Berry.

Resig. E.A. 
Hyer 

Resignation of Dr. Edgar A. Hyer, Assistant Professor of Agricultural Economics, effective September 13, 1951, to accept a position with the California State Polytechnic College at San Luis Obispo; $4,228.47 unused salary resulting from the resignation to be retained in the budget pending further adjustments.

Appt. L. R. 
Vawter 

Appointment of Dr. Lyman R. Vawter as Veterinarian in charge of the Animal Diagnostic Laboratory, with rank of Professor, yearly tenure, $7,008 salary rate, 12-months basis, effective November 1, 1951, to fill a budgeted position; $2,328 salary savings resulting from the late appointment to be transferred to the requisition budget of the Animal Diagnostic Service Account.

MIL. Leave 
R. Sherburne 

Military leave of absence without pay for Richard Sherburne, Research Assistant with rank of Instructor in the Experiment Station Department of Agricultural Chemistry, effective September 18, 1951; $2,669 released salary funds to be transferred to the Emergency Reserve.
Salary increase inadvertently omitted from the original budget for Merrill D. Sather, Extension Certification Specialist with rank of Instructor, from $3,936 to $4,282, retroactive to July 1, 1951, with no change in rank, tenure or term of service; $312 additional salary funds required to be provided by transfer from the requisition budget of the Certification of Seeds and Plants account.

Salary increase inadvertently omitted from the original budget for William C. Smith, Extension Agent (4-H Club) in Clackamas County, with rank of Assistant Professor, from $4,500 to $5,160, retroactive to July 1, 1951, with no change in rank, tenure or term of service; $600 additional salary funds required to be provided by transfer from the Director's Reserve.

Appointment of Horace M. Waddoups, Research Assistant with rank of Instructor, at the Pendleton Branch Experiment Station, with yearly tenure, 12-months basis, $4,400 salary rate, effective October 8, 1951. The budget includes $1,800 for half-time pay for this position, it having been anticipated that certain Federal funds would be contributed to cover the other half; but the Federal funds are to be used for other phases of the program, and it was, therefore, recommended that the full salary be paid from state funds. $1,420.13 required salary funds will be transferred from Wages in this account.

Establishment of the position of Research Assistant with rank of Instructor, in the Experiment Station Department of Agricultural Chemistry, and appointment of John A. Sacklin, with yearly tenure, $3,600 salary rate, 12-months basis, effective November 1, 1951. $2,400 required salary funds for this new position will be provided $1,050 by transfer from the requisition budget and $1,350 from the Agricultural Research Foundation gift funds reported in the gift section.

Reinstatement of Robert C. Koehler, returned from military leave of absence, as Director of Dormitories, with rank of Assistant Professor, yearly tenure, 12-months basis, $6,300 salary rate plus $96 meal perquisite, effective October 1, 1951; $2,353.50 required salary funds to be provided by transfer from Wages in the Dormitory account; and

Transfer of Thomas F. Adams, Instructor, from 50 per cent time as Acting Director of Dormitories and 50 per cent time as Administrative Assistant in the Office of the Comptroller, to full time in the Office of the Comptroller, effective October 1, 1951.

The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1951-52 budget:

Change from volunteer to part-time paid basis for Dr. William Y. Burton, Associate Clinical Professor of Radiology and Head of the Division, with yearly tenure, $6,000 salary rate for 50 per cent time, effective September 1, 1951; $5,000 required salary funds to
be provided by transfer from the Reserve for Staff Additions. The budget provides for a full-time radiologist but at the present time no satisfactory appointee is available. Dr. Burton has agreed to devote part of his time to the position until a full-time faculty member can be appointed, when Dr. Burton will resume his volunteer status.

Appointment of Dr. Neil R. Thrasher as Instructor in Radiology, with yearly tenure, $7,200 salary rate, effective October 8, 1951; $5,264.50 required salary funds to be provided by transfer from the Reserve for Staff Additions. This appointment of Dr. Thrasher, who anticipates an early call to army service, is on a temporary basis to help relieve the teaching and patient care problem occasioned by a shortage of faculty members in the Division.

Establishment of the position of Student Assistant in Anatomy, and the appointment of Mario J. Campagna, with yearly tenure, $1,000 stipend for 30 per cent time, 10-months basis, effective September 1, 1951; required funds for the stipend to be provided from the National Fund for Medical Education grant accepted by the Board in September.

Increase in time and salary rate for Dr. A. Chesmore Eastlake, Assistant Professor of Medicine, from 50 per cent time at $5,000 to 55 per cent time at $5,500, effective October 1, 1951; $375 required additional salary funds to be provided by transfer from Wages in the Rockefeller Research budget account which covers his salary.

Appointment of Dr. Joseph B. Trainer, Assistant Professor of Physiology, as Student Health Physician, effective September 15, 1951, with the following adjustment of time and pay: 60 per cent time in Physiology at $3,600; 15 per cent time in Student Health Service at $2,700; $2,115 required additional salary funds to be provided by transfer from the Student Health Service requisition budget. This recommendation follows the suggestion of the Student Health Committee of the Medical School who deem it advisable to establish a separate student health office under the direction of a part-time physician rather than depend upon the Outpatient Clinic.

Increase in rank and salary for Dr. J. M. Brookhart, from Associate Professor of Physiology at $7,600 to Professor of Physiology, at $9,000 salary, effective October 1, 1951; $1,050 required additional salary funds to be provided from the National Fund for Medical Education grant. Dr. Brookhart is being considered for the Chairmanship of the Department of Physiology at another institution at a salary considerably higher than his present rate, and this recommendation was made to encourage him to remain on the Medical School staff.
The Board approved the following personnel adjustment at Southern Oregon College of Education, the necessary funds being provided in the 1951-52 budget:

Inc. in Time and Pay for M. Skerry

Increase in time and pay for Mrs. Margaret Skerry, Instructor, with yearly tenure, 10-months basis, from $1,925 salary for 50 per cent time (10 per cent Student Welfare at $385; 40 per cent Dormitory at $1,540) to $2,887.50 for 75 per cent time (35 per cent Student Welfare at $1,347.50; 40 per cent Dormitory at $1,540) with no change in rank, tenure or term of service, $962.50 additional salary funds required to be provided by transfer from the Institutional Reserve.

ADJOURNMENT

The Board adjourned at 11:00 a.m.

EDGAR W. SMITH, President

CHARLES D. BYRNE, Secretary