STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
Johnson Hall, University of Oregon, Eugene, Oregon
November 21, 1953

MEETING #227
A regular meeting of the State Board of Higher Education was held in
the Conference Room of Johnson Hall on the University of Oregon Campus,
Eugene, Oregon

ROLL CALL
The meeting was called to order at 9:00 AM by the President of the
Board, Dr. R. E. Kleinsorge, and on roll call the following answered
present:

Henry F. Cabell
George F. Chambers
Leif S. Finseth
Cheryl S. MacNaughton

Herman S. Oliver
Edgar W. Smith
Wm. E. Walsh
Dr. R. E. Kleinsorge

Absent: A. S. Grant

There were also present: Dr. Charles D. Byrne, Chancellor; Dr. John
R. Richards, Vice-Chancellor and Secretary of the Board; Acting
President V. F. Morris of the University of Oregon; President A. L.
Strand of Oregon State College; President R. J. Maske of Oregon
College of Education; President F. B. Bennett of Eastern Oregon
College of Education; President E. N. Stevenson of Southern Oregon
College of Education; Dean J. F. Cramer of Portland State Extension
Center; Dean E. B. Lemon of Oregon State College; Mr. J. O. Lindstrom
Business Manager of the University of Oregon; Mr. W. A. Zimmerman,
Executive Secretary of the University of Oregon Medical School;
Comptroller and Bursar H. A. Bork; Budget Director R. L. Collins;
Assistant to the Chancellor Travis Cross.

RE ABSENCES
Mr. Grant was unable to be present because of a court case.

MINUTES
The Board voted to dispense with the reading of the minutes of the
last regular meeting held on October 27, 1953, and approved the
minutes as they appear in the docket.

APPROVED

REPORT OF

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Mr. George F. Chambers, Chairman of the Building Committee reported
as follows:

"On November 14, the Building Committee inspected the new stadium
at Oregon State College at the time of the GSC-WSC Homecoming
game. Construction of this facility has been financed entirely
from gift funds raised largely from friends and alumni through the
personal efforts of Mr. Charles Parker, chairman of the stadium
executive committee of the alumni association.

"It was reported at the March 14, 1950 meeting of the Board that
the campaign for funds was under way. On June 18, 1952, sufficient
funds were on hand or in prospect so that the Board authorized the
architect to proceed with final plans and approved advertising for
bids and awarding of contracts."
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"The Committee was pleased with the stadium facilities which at the present time provide approximately 21,500 seats. It is so designed that ultimately there could be provided approximately 60,000 seats. The work on the stadium was completed under several minor contracts, a major contract for the seats and ramps, and a substantial amount of work by the State College Physical Plant Department. The latter work included a splendid press, radio, and photographic booth, rest rooms, and a concession booth. Overall to date, there has been spent approximately $295,000.

"The Committee wishes to recommend to the Board at this time, the acceptance of the work done under the major contract with Wall, Bertram and Sandford on the seat and ramp construction in the amount of $96,047.15.

"The Committee also wishes to commend the State College officials for getting this project in such fine shape for use this fall; and particularly Mr. Richard Adams, Superintendent of the Physical Plant who supervised the work done by the College physical plant force.

"Incidentally, the new stadium was appropriately dedicated with a splendidly arranged program of events and with a pleasing football victory over Washington State College."

The Board approved the report and voted to accept the major contract on the Oregon State College Stadium with the contractors Wall, Bertram, and Sandford on the seat and ramp construction in the amount of $96,047.15.

Mr. Chambers continued:

Preliminary Plans Men's Cooperative Dormitories Approved, OSC

"At the last meeting on October 27, 1953, the Board decided that the construction of two cooperative housing units for men at the State College would fill a real need, and it authorized State College officials to proceed with preliminary planning of the two units. Yesterday, the architect, Mr. James Gathercoal, appeared before the committee and presented preliminary plans. These were examined in detail as to general layout and floor plans. The architect exhibited a gray native stone, called Tuff Stone, which he plans to specify for parts of the exterior. Each of these houses will be designed to provide for sixty occupants; the square foot area of each building is 13,117.

"The Committee is pleased with the plan of the College to proceed with this experiment in low-cost housing for men, and wishes to recommend that the preliminary plans be approved and that authority be given to proceed with final plans and specifications for these two structures. The Committee also wishes authority to approve final plans when they are ready so that bids may be sought at the earliest possible opportunity."

The Board adopted the report, approved the preliminary plans, and authorized the architect to proceed with the final plans for the two proposed men's cooperative dormitories at Oregon State College; the Board also authorized the Building Committee to approve the final plans so that bids may be sought at the earliest possible date.
Mr. Chambers continued:

"At the April 1953 meeting of the Board, authorization was given to the architectural firm of Church, Newberry, and Roehr to proceed with final plans and specifications for the dormitory addition at the University. Yesterday, Mr. Church presented these final plans which varied only slightly from the preliminary plans previously reviewed by the Board.

"The structure is to be of reinforced concrete with a brick veneer. It is planned in five units, each housing approximately sixty men. The estimated cost of the building will be approximately $3,800 per man; but included in this is the cost of some remodeling in the kitchen area of John Straub Hall, with which this addition is connected.

"It is anticipated that bids will be received and be ready for opening in early February, and that the structure will be built and ready to open in September 1955.

"The Committee recommends that the final plans presented be approved subject to a later determination by the Finance Committee concerning the acceptability of the financial plan."

The Board accepted the report and approved the final plans for the men's dormitory addition at the University of Oregon subject to the acceptance of the financial plan.

Mr. Chambers continued:

"At the last meeting of the Board on October 27, 1953, Mr. George M. Wolff, architect, was authorized to carry out a preliminary study for an addition to the dormitory at Eastern Oregon College of Education. These preliminary plans were presented to the Committee yesterday, and President Bennett explained that a structure has been planned to meet the following three needs at the College: dining room facilities, kitchen facilities, rooms for men.

"He stated that many of the present men's dormitory rooms now house three when the rated occupancy is but two.

"The structure being planned is to be connected to Dorian Hall, dormitory for women. It is estimated that the cost of the project will be $167,000 and that it will add a net of 23 rooms to the College facilities. Some of these rooms will be in space released by the move of certain activities into the new wing. Under the present plans, the structure is to be reinforced washed concrete.

"The Committee recommends that the preliminary plans be accepted and that the architect be authorized to proceed with final plans and specifications and that these be presented to the January meeting of the Board for approval and authorization to seek bids."
Meeting #227-4

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The Board adopted the report, accepted the preliminary plans as presented, and authorized Architect George M. Wolff to proceed with the final plans for the Eastern Oregon College of Education dormitory addition, with the understanding that the final plans would be presented at the January Board meeting for approval and authorization to seek bids.

Mr. Chambers continued:

"The Chancellor informed the Committee that $100,000 is available in each year of this biennium for the building and campus rehabilitation program. He stated that after discussion with the institutional executives, it was decided to recommend that the total for the two years be allocated at this time in order to facilitate advance planning. It is not anticipated that more than half of the fund will be expended before July 1, 1954."

"During the 1953 session of the Legislature, a list of rehabilitation projects compiled by the institutions was presented by the Board to the Ways and Means Committee, in the aggregate amount of $1,533,861. The Ways and Means Committee approved the use of $552,799 from the 1952-53 annual budget and from accumulated balances for rehabilitation projects, and the Board, at its meeting on April 28, 1953, authorized the institutions to proceed with a rehabilitation program. These projects were started during the spring and summer of 1953 and most of them are now completed.

"The Ways and Means Committee also approved the carrying forward of balances from the biennium in the amount of $200,000 to be used for rehabilitation projects during the biennium beginning July 1, 1953. The institutions have presented to the Chancellor's office lists of their most urgent projects which might be financed from the funds available for plant rehabilitation during this biennium. The rehabilitation projects submitted aggregated $704,300."

"Because of the relatively small amount of the rehabilitation fund available, it has been possible to recommend to the Board for approval at this time only a few of the most urgently needed projects presented by the institutions. Many other important projects were presented which should be approved as soon as funds can be obtained for them. When the next biennial budget is prepared, consideration should be given to a request for more adequate funds for plant rehabilitation purposes.

"The Committee recommends that the following projects be approved in the amounts indicated, and that the entire amount specified for rehabilitation for the 1953-1955 biennium be allocated at this time to facilitate advance planning:"
LIST OF RECOMMENDED REHABILITATION PROJECTS

University of Oregon

1. Planning Costs for Remodeling Music Building Stage and Building an Addition for Band Practice Room

   $750.00

   "The auditorium of this building needs remodeling on the stage and adjoining areas in order to permit a more efficient use and new space is needed for band practice. The band now practices in the women's health education space in Gerlinger Annex but should be moved into a place such as this building in which instruments could be safely stored. This amount for preliminary planning is 1% per cent of an estimated cost of $50,000. If plans prove the project to be feasible, the amount needed for construction should be requested in the next biennial budget.


   10,000.00

   "An expanded program of utilizing the museum for student instruction is planned for this building. This will require additional laboratory-type office space which will be developed in present storage areas. The storage space lost will be recovered from presently unused basement areas.

3. Rehabilitation of Second Floor of Condon Hall.

   20,000.00

   "A series of moves is made possible by the coming transfer of Journalism activities into the new building. The second floor of Condon Hall, now housing the Department of Anthropology and the Museum of Natural History, is to be remodeled and rehabilitated for laboratory and classroom use of the Departments of Geology, Geography, and Psychology.

Total, University of Oregon

$30,750.00
Oregon State College

1. Rehabilitation of Unused Quonset Hut Structure for Naval Armory. $21,995.00

"This structure, formerly used as a cafeteria for veterans, is large enough to provide all of the indoor space required by Naval ROTC program including classrooms, demonstration and drill area. Naval officials concur in this proposal. Included in the amount is the cost of remodeling and renovating space in and near the Forestry Building now used by the Naval unit in order to provide for general college classroom purposes.

2. Finishing of Two Areas in Men's Gymnasium. 26,100.00

"In connection with the program of rehabilitation of this building, the south wall of the first floor corridor has been relocated so as to make available for physical education, a large area formerly in the hallway. The added area is unfinished at the present time. This project will provide interior finish for approximately 5,000 square feet and will provide a classroom, conference room, a rest room, a corrective conditioning classroom-laboratory and an office."

Total, Oregon State College $51,095.00

University of Oregon Medical School

1. Conversion of Present Physical Plant Shop Space to Lecture Room. $23,000.00

"This space on the ground floor of the Medical Science Building has been freed by erection of the physical plant building. It is needed to replace a classroom that has been converted to cafeteria use. A qualified architect has planned for the enlargement of the main shop room, installation of a raised floor, projection equipment, laboratory demonstration table, and pedestal tablet arm chairs. The room may be used for lectures and will seat 90.

Total, University of Oregon Medical School $23,000.00
Oregon College of Education

1. Renovation of Auditorium in Old Campbell Hall. $12,000.00

"This auditorium is intensively used by the college and yet no substantial expenditure has been made for renovation for some 35 years. The cost of complete renovation will be about $37,000. This first phase in this program will be the refinishing of and the installation of new seats upon the main floor area.

Total, Oregon College of Education $12,000.00

Southern Oregon College of Education

1. Plans for Remodeling of, and Constructing an Addition to, Physical Education Building. $1,500.00

"If and when funds are obtained for a new physical education building, this building, erected with non-state funds, should be adapted to use for general classrooms and as a student and faculty activity center. For planning purposes and to obtain accurate cost estimates, it is advisable that an architect be employed to make a preliminary study of a facing for the building on the boulevard side and an addition on the side toward the Library Mall.

2. Landscape Area Back of Dormitor and Women's Annex. $6,000.00

"The final planning for this area is now fixed and so it becomes feasible to complete landscaping calling for fill dirt, top soil, seeding and watering of an area of approximately 2 acres. $500 of the amount is needed for the services of a landscape architect.

3. Completion of Physical Education Facilities. $4,500.00

"The physical education area has recently been completed and is now in use except that certain essential physical education equipment and facilities must be supplied to meet minimum instructional needs.

Total, Southern Oregon College of Education $12,000.00
Eastern Oregon College of Education

1. Rehabilitation of Area in the Southeast Basement Corner of Ackerman. $2,500.00

"This area is now used as a supplement to the Gymnasium. It is needed as a lunch room for the elementary school children. At present, the auditorium must be used for a noon lunch area. The northern portion of this room will be used to enlarge dressing room facilities for the men's physical education program.

2. Repair of the Concrete Stairway North of the Administration Building. $1,500.00

"This calls for replacing cracked concrete on the stairway and correction of its present drainage system to avoid future settling.

3. Top Soil for the Area of the Playground South of Ackerman. $4,500.00

"A substantial area has been filled but it is in a rough state. This project will permit the seeding of the area for the physical education program, both for the elementary school children and for the collegiate physical education classes. It will provide, also, an outfield for the baseball field.

4. Acoustical Treatment for Auditorium in the Administration Building. $2,000.00

"Application of acoustical plaster to two side walls and back wall will complete the acoustical treatment of the auditorium.

5. Extension of Campus Drainage Eastward. $1,500.00

"To extend large drainage tile approximately 60 feet further eastward and to provide a terminal spillway. This is recommended in order that the college may receive further excess dirt at no cost to continue gradually the fill to the eastern campus boundary."
6. Tile for a French Drain  

"This drain is to carry away excess seepage from the cemetery area adjacent to the college tennis courts. The city of La Grande has agreed to do the excavation and lay the tile on the condition that the college will furnish the tile and the gravel for the drain."

Total, Eastern Oregon College of Education  $12,500.00

Portland State Extension Center

1. Restoration of Woodwork on Entire Exterior  $6,000.00

"The paint on all exterior sash frames and doorways is deteriorated and much of the wood is rotten. Replacement of some wood and the painting of all exterior wood will be an economy in the long run. This is another example of the need to take care of deferred maintenance."

2. Room Renovation  $21,000.00

"As a part of a program for renovating all rooms in this building, it is proposed that seven additional classrooms and laboratories be renovated by providing new lighting, floor covering, and acoustical ceilings. One of the larger classrooms will be divided into two."

3. Relighting and Painting Corridors and Stairwells  $13,200.00

"The walls of the corridors and stairwells are badly soiled and the halls are inadequately lighted. It is particularly important to have these areas well lighted for extensive night use of the building. Present illumination is far below accepted standards for school buildings. Of this amount, $1,200 is to provide for air filters at intake levels on Broadway so that the newly painted walls will not be soiled, and more important, so that the air throughout the building will be cleaner."

Total, Portland State Extension Center  $40,200.00

Contingency Reserve  $18,455.00

$200,000.00
The Board adopted the report and approved the list of rehabilitation projects for 1953-1955 as presented; the Board further authorized the appropriate Board officials to transfer the entire rehabilitation fund of $200,000 into the budget of fiscal year 1953-54 with the understanding that the amounts required to complete projects which are unfinished by July 1, 1954 will be carried forward into the following year.

Mr. Chambers concluded the Building Committee report with the following:

Renovation Stairway & Walks, Medical School

"There exists on the campus of the Medical School a set of steps and inclined sidewalks about 300 feet long leading from the Nurses' dormitory to a highway below. Mr. Zimmerman reported to the Committee that these steps and sidewalks are in hazardous condition and that he has proceeded to have an architectural study made looking to possible restoration.

"He presented the plan for rebuilding present steps and proposed that additional steps be constructed in order to eliminate dangerous inclines in the sidewalks. He proposed also that a handrail be installed. The cost of this project is estimated to be $5,600.

"Because of the hazardous condition which has been described, this Committee believes that an emergency exists and wishes to recommend that this reconstruction be authorized and that it be paid for half from the Operating Reserve of the Medical School and half from the Board's Rehabilitation Fund."

The report was accepted by the Board and approval was given to renovate the stairway and walks leading from the nurses' dormitory as described, with half of the estimated cost of $5,600 to come from the Medical School Institutional Reserve and the other half from the Board's Rehabilitation Fund.
Mr. Henry F. Cabell, Chairman of the Finance Committee, reported as follows:

"Pursuant to the Board's policy regarding inventions and patenting as contained in the Administrative Code, the Chancellor had the Attorney General prepare proposed forms of contract documents to be entered into with individual staff members. These were sent to Board members in advance of the meeting. Board members had reviewed the form of the documents and indicated that the substance of the material contained therein appeared to be satisfactory, recognizing, though, that modifications to the forms might be needed in individual cases. On April 28, 1953, the Board directed that all patent contracts between individual staff members and the Board be reviewed by the Board before final approval is given. The Committee approves the recommendations of the Chancellor that:

1. The Comptroller and Secretary of the Board be authorized to enter into contracts whereby research staff members agree that upon developing an invention they will contract to assign the invention and patent rights in connection therewith.

2. The Comptroller and the Secretary of the Board be authorized to enter into the following agreements with staff members of the State College:

a. With Drs. Vernon H. Cheldelin and Dr. Tsuo E. King - joint inventors, of a new and useful improvement in S-ACETYL-PANTETHINE which is a chemical relative of the vitamin, pantothenic acid, intended primarily for use as a research chemical which may serve as a model in studying other compounds, contemplating the obtaining of energy in the biological cell by improving the catalytic action of pantothenic acid.

   Inventors to receive jointly 15 per cent of the gross royalty paid by any and all licensees.

b. With Dr. Tsuo E. King - inventor of three new and useful improvements in the production of biologically active intermediates, (1) and (2) PROCESS AND INTERMEDIATES FOR PRODUCTION OF PANTETHINE AND (3) PURIFICATION OF BETA ALETHEINE, all related chemically to the vitamin, pantothenic acid. Purpose of inventions is to facilitate the catalytic action of pantothenic acid in the human or animal body, possibly in certain disease states.

   Inventor to receive 15 per cent of the gross royalty paid by any and all licensees for each invention.

3. The Comptroller and the Secretary of the Board be authorized to enter into any other necessary agreements or assignments for the above indicated inventions with the Research Corporation or others to secure the maximum benefits from said inventions.
4. The Comptroller and the Secretary of the Board be authorized to release invention and patent rights to inventors when it has been determined that ownership of such rights does not appear to be of benefit to the State."

The Board accepted the report and approved the recommendations regarding patent policies as listed, including the agreements between Oregon State College and Dr. Vernon H. Cheldelin and Dr. Tsoo E. King.

Mr. Cabell continued:

"Yesterday, the Chancellor presented to the Finance Committee a report on the finances of the 1953 summer sessions and also the recommended budgets for the 1954 summer sessions to be incorporated in the annual operating budget for the year 1954-55. The Chancellor reported that in the 1953 summer sessions, student fee income was overrealized in the approximate amount of $19,000 and that under the budget program approved by the Ways and Means Committee of the 1953 Legislature, the overrealized income will be added to the special unexpendable reserve when the records are closed for the year 1953-54.

"The recommended budgets for the 1954 summer sessions aggregate $433,361.12 of which $184,819.12 would come from the Board's general funds and $248,542 would come from estimated student fee income. The recommended 1954 summer session budgets are at the same level as the budgets approved by the Board last year for the 1953 summer sessions except for the following items:

1. An addition of $26,603.37 to provide for pay adjustments for the summer session teaching staff to correspond to the pay adjustments for the regular teaching staff approved by the Board in the 1953-54 budget; and

2. A reduction of $9,242 below the 1953 budget level in student fee income due to a decline in the number of World War II veterans.

"The estimated enrollments and the recommended budgets for the 1954 summer sessions at each institution are as follows:

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<tr>
<th>Institution</th>
<th>Enrollments</th>
<th>Estimated Student Fees</th>
<th>Board Funds</th>
<th>Totals</th>
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<td>University of Oregon</td>
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<tr>
<td><strong>Totals</strong></td>
<td>5,535</td>
<td><strong>$248,542.00</strong></td>
<td><strong>$184,819.12</strong></td>
<td><strong>$433,361.12</strong></td>
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</table>
"The amounts of the recommended summer session budgets are within the budget level approved for the current biennium by the 1953 Legislature. After discussion of the recommended budgets with other Board members present, the Finance Committee recommends their approval as submitted."

The Board accepted the Finance Committee report and approved the 1954 summer session budgets as presented.

Mr. Cabell continued:

"Dr. Richards yesterday presented a recommendation from Dean Cramer for a budget addition to provide for the purchase of physics laboratory equipment for instructional use in the Portland State Extension Center. Dean Cramer had reported that the physics instructional equipment was below standard and was not sufficient in quantity to care for the increased enrollment this fall. He had originally recommended a budget addition of $13,650. In conferences with Dean Cramer, this amount was reduced to a total of $6,100 and the final recommendation was that $3,600 be provided from the Board's Unappropriated Fund, and that $2,500 be transferred to the instructional equipment budget from the General Extension Operating Reserve.

"After discussion of the needs, the Finance Committee recommended that $3,600 be appropriated from the Board's general funds and that $2,500 be transferred from the General Extension Operating Reserve to provide for the minimum needs in physics instruction equipment at Portland State Extension Center."

The Board adopted the report and authorized the transfers of funds as recommended by the Committee.

Mr. Cabell continued:

"Acting President Morris yesterday recommended the transfer of an amount up to $3,000 from the University institutional operating reserve to provide for the initial costs of establishing an educational testing research bureau in the School of Education to be known as the Oregon Cooperative Testing Service. The purpose of this service is to furnish, at the request of the elementary and secondary schools of the state, assistance in the guidance of pupil growth and in the study of curricula through the use of tests and other evaluative devices. Professional leadership for the project would be provided from a state-wide advisory committee of educators and from the staff of the University School of Education. The proposed service at the University has the endorsement of officials of the State Department of Education and representatives of the various state associations of school superintendents, principals, and school board members. Oregon State College and the colleges of education are also represented on the Advisory Committee which formulated the plan for the project."
"As planned, the service will become self-sustaining from service fees to be paid by the school districts after the initial 3-year period. It is estimated that of the initial $3,000 to be transferred from the University operating reserve, $1,500 will be required in year 1953-54, $1,000 in 1954-55, and $500 in 1955-56.

"The Finance Committee, together with other Board members present, agreed that the proposed testing service is needed and approved the project as presented, with the understanding that $1,500 for the current year will be transferred from the University institutional reserve and that $1,000 for 1954-55 and $500 for 1955-56 will be provided within the University's operating budget allocation for those years."

The Board accepted the report, approved the establishment of the Oregon Cooperative Testing Service bureau on the University campus, and authorized the transfer of $1,500 from the University's institutional reserve to underwrite the organization for 1953-54, with the understanding that the estimated $1,000 required in 1954-55 and $500 in 1955-56 will be provided within the University's operating budget allocation for those years.

Mr. Cabell continued:

Financial Plan for Dormitory Approved, U O

"In connection with the proposed construction of an addition to the men's dormitory at the University, for which the final plans were reviewed by the Building Committee yesterday, the Finance Committee considered the method of financing the project. The recommended financial plan presented by the University, which has been in the hands of all Board members during the past week, is briefly summarized as follows:

Estimated total cost of the dormitory addition including all construction, planning and other costs.................................................. $1,250,000

Amount of dormitory balances on hand $500,000, including the Woodward dormitory gift of $40,000 and the proceeds of sale of the trailers previously used for temporary family housing, less $25,000 to be placed in the bond sinking fund................................................................. $475,000

Remainder to be borrowed through general obligation bonds as authorized recently by constitutional amendment and by state law................................................................. $775,000

"The University officials and the Comptroller indicated that the $500,000 balance of funds to be applied to the project is available over and above the amounts required as a bond reserve on the dormitory bonds presently outstanding at the University. It is
contemplated that an effective interest rate of 3 per cent or less will be obtained on the bond issue. It is expected that $775,000 worth of bonds could be retired in twenty-seven years, but that if all of the expected income were realized and applied in full toward the calling of bonds before the scheduled maturity dates, all bonds would be retired in about fifteen years. It is estimated that the earnings of the new dormitory addition and existing dormitories at the University will provide a principal and interest coverage of approximately 155 per cent to 160 per cent for both the contemplated new bonds of $775,000 and the bonds which are now outstanding on Carson Hall, the new dormitory for women.

"The plan for construction of the added dormitory space for men at the University anticipates that the present living-in plan for freshmen in force at the University will be continued indefinitely. Following this item in the Finance Committee's report will be a recommendation formulated yesterday by members of the Board in which it approves the long-time continuance of the living-in plan for freshmen at the University.

"After careful consideration of the need for the dormitory, including the effect of the University's living-in plan for freshmen, the Finance Committee, with the other Board members concurring recommends the financing plan presented by the University officials and the Chancellor, including the issue of bonds in the amount of $775,000 under the general obligation bond authority provided in the recent amendment to the State constitution and by State law. The Finance Committee recommends also that the Comptroller be authorized to counsel with the State Bond Commission regarding the sale of the proposed bonds."

The Board adopted the Finance Committee report and approved the financing plan for the University dormitory as outlined, including the issue of bonds in the amount of $775,000 under the general obligation bond authority; the Comptroller was authorized to counsel with the State Bond Commission regarding the sale of the proposed bonds.

Mr. Cabell concluded the Finance Committee report:

"In connection with the proposed project for the construction of a dormitory addition for men, Board members reviewed the University's living-in plan for freshmen and heard reports from University officials regarding its successful operation. The members of the Board present, acting as a committee of the whole, voted to recommend that the Board approve as a permanent policy, the University's plan for educational orientation of freshmen, which requires all first-year students to live in University dormitories unless residing with relatives in Eugene or vicinity, or working for board and room. It is understood that the University's counseling program is an integral part of the plan; and that exceptions from dormitory residence may be granted when desirable, such as for older students, students whose jobs require living out, and veterans returning from military service. It is understood, however, that exceptions to the living-in policy will have to be rigidly controlled."

The Board acted to approve the University's living-in program for freshmen as a long-term practice.

Mr. William E. Walsh, Chairman, Committee on Public Relations, reported as follows:

"A proposal was presented to the Public Relations Committee that the Visual Instruction Department be authorized to produce a 15-minute motion picture in color featuring the State Capitol
Building in Salem. The film would give additional training experience to the Visual Instruction staff as they prepare for possible future responsibilities in educational television and will convey to the public schools, service clubs, and television audiences much Oregon history and important information about their seat of government. It was reported that both the Secretary of State's office and the Travel Information Division of the State Highway Commission have endorsed the plan. Funds for the film are available in the Division of Information budget through a reduction in estimated expenditures. The Committee feels that the training and educative purposes of the proposed film are justified and it recommends that the Board approve the project, subject to the consent of the Governor."

The Board adopted the report and authorized the Visual Instruction Department to produce the film as described, subject to the approval of the Governor, with the necessary funds to be provided by the Division of Information budget.

President of the Board, Dr. R. E. Kleinsorge, reminded Board members that the next regularly scheduled meeting for the group will be on January 25 and 26, 1954, in Portland.

Mr. Edgar W. Smith read the following:

"Members of the State Board of Higher Education were deeply saddened to learn of the death on October 31 of Dr. Richard B. Dillehunt, dean emeritus of the University of Oregon Medical School. Dr. Dillehunt was on the staff of the Medical School from 1912, when he was appointed professor of anatomy, until 1943, when he retired as dean. Throughout his career Dr. Dillehunt gave the State of Oregon devoted and far-sighted service. Through his leadership, curricular standards of the school were improved, an increase in the number of basic science staff members was made, and many of the splendid physical facilities now existent on the campus were begun as a result of his efforts. All members of the Board join with his many friends in mourning his passing. May copies of this tribute be spread upon the minutes of this Board and sent to members of his family."

By unanimous vote, the above statement was adopted by the Board to become a part of its official record.

Mr. George F. Chambers then presented the following statement:

"Recognizing that there has been state-wide interest and press notices regarding the naming of the Medical School Hospital, I present the following resolution:

"WHEREAS, CONSTRUCTION OF A HOSPITAL ON THE UNIVERSITY OF OREGON MEDICAL SCHOOL CAMPUS IS NOW UNDERWAY, AND"
WHEREAS, TWO IMPORTANT BENEFAC TORS MADE POSSIBLE IMPORTANT FACILITIES NOW HOUSED ELSEWHERE BUT WHICH WILL SOON BE LOCATED IN THE NEW BUILDING, AND

WHEREAS, FUNDS FOR THE ERECTION AND EQUIPPING OF THE STRUCTURE WERE MADE POSSIBLE FROM STATE FUNDS AND GIFTS FROM MANY SOURCES OVER A LONG PERIOD OF YEARS,

NOW THEREFORE BE IT RESOLVED THAT THE HOSPITAL BE HEREBY OFFICIALLY NAMED THE UNIVERSITY OF OREGON MEDICAL SCHOOL HOSPITAL AND THAT THIS STRUCTURE SHALL INCLUDE AMONG ITS MANY FACILITIES:

The Doernbecher Memorial Hospital for Children;
the John E. Weeks Institute for the Advancement of Ophthalmology

AND BE IT FURTHER RESOLVED that the Orthopedic Surgery in the new building be designated, "The Richard B. Dillehunt Orthopedic Surgery" with an appropriate plaque designed and installed therein in commemoration of the late Dr. Dillehunt's devotion to his chosen field and his long service to the University of Oregon Medical School."

The resolution was adopted by unanimous vote, and the naming of the new Medical School Teaching Hospital facilities will follow the recommendations therein.

REPORT OF THE CHANCELLOR

J. R. Richards
R. L. Collins

Chancellor Charles D. Byrne reported that the membership of the Advisory Council on Teacher Education was announced at the July 28, 1953 meeting of the Board, at which time Dr. John R. Richards was designated as executive secretary. The chairman of the group was to be elected by the Council itself. At its first meeting on October 24, 1953, the Council expressed its wish to elect Dr. Richards as chairman. On the recommendation of Chancellor Byrne, the Board voted to make Dr. Richards a member of the Advisory Council on Teacher Education and to designate Mr. Richard L. Collins as executive secretary.

Dedication OSC Home Ec. Wing, Feb. 20, 1954

Chancellor Byrne announced that the dedication date for the new Home Economics wing at Oregon State College has been scheduled for Saturday, February 20, 1954. He suggested that Board members note this date and invited all to attend. The program for the event will be announced later.

Civil Service Commission Decisions

Chancellor Byrne explained that more than a year ago an opinion was rendered by the Attorney General in regard to the existing civil service law which changed the existing classification of State System employees. Following a discussion with the Civil Service Commission, it appeared advisable to seek an amendment from the Legislature, and such an amendment was passed. Subsequently, the institutional executives spent days studying their employees in the light of the
new legislation. As a result, at the June 16, 1953 meeting of the Board a recommendation was submitted regarding classifications which covered two or three categories: The first category included positions that should be classified as civil service immediately; second was a list of employees now under academic rating who should be so continued and therefore unclassified until they are replaced; and third, a list of employees who under the law should be exempt by virtue of the fact that they are in teaching, counselling, extension, or research. After careful study, the Board approved the recommendation of the institutional executives. Since that time, Secretary Richards, assisted by Mrs. MacNaughton, has been working with the Civil Service Commission on the classification problem. And as a result, as indicated in a letter under date of November 19, 1953 from Melvin H. Cleveland, Assistant Director of the Commission, the Civil Service Commission has now approved the program as the Board adopted it several months ago.

The Secretary read Mr. Cleveland's letter and the November 18, 1953 minutes of the Civil Service Commission as follows:

"Enclosed is a report, made by the Director to the Civil Service Commission at its meeting November 18, 1953, of determinations made in our meeting with you November 17, 1953.

"We have attempted (1) to summarize the conclusions reached as to the disposition of all positions presently under review for possible exemption from the classified service and (2) to outline the agreement made as to future policies and procedures to be followed.

"The determinations and proposals outlined in the enclosed report have been approved by the Civil Service Commission and included in our minutes of November 18, 1953. We believe that they are in accordance with the decisions of the Board of Higher Education made at their meeting June 16, 1953, with the suggestions enumerated in your letter to the Director November 2, 1953 and with our discussions in this office Tuesday, November 17, 1953. Acceptance by your Board of the report will provide both agencies with a summary of action taken as a result of the amendment by the 1953 Legislature to Section 10 (p) of the Civil Service Act. It will also clarify the procedures acceptable to both the Board of Higher Education and the Civil Service Commission for future transactions.

"Your advice and counsel in this matter is appreciated by the Civil Service Commission and its staff. We will appreciate notification of your Board's action on this report.

Very truly yours,

James M. Clinton, Director
State Civil Service Commission

/s/ MELVIN H. CLEVELAND
Melvin H. Cleveland
Assistant Director"
The accompanying minutes read as follows:

"The following determinations and policies have been approved by the Civil Service Commission. They will become a permanent part of the Civil Service records if joint approval is indicated by the State Board of Higher Education.

"1. Positions listed below were recommended by the presidents of the institutions in the State System of Higher Education for immediate transfer to the classified service, as indicated in the minutes of the State Board of Higher Education June 16, 1953.

<table>
<thead>
<tr>
<th>Oregon State College</th>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>D. S. Fitzgerald</td>
<td>Instructor</td>
<td>Assistant Program Consultant, Memorial Union</td>
</tr>
<tr>
<td>Erna Plageman</td>
<td>Assist. Prof.</td>
<td>Nurse and Asst. Dir., Health Service</td>
</tr>
<tr>
<td>E. E. Barklow</td>
<td>Assist. Prof.</td>
<td>Campus Engineer, Physical Plant</td>
</tr>
<tr>
<td>Otto H. Meyer</td>
<td>Assist. Prof.</td>
<td>Asst. Supt., Physical Plant</td>
</tr>
<tr>
<td>Ben Ballard</td>
<td>Instructor</td>
<td>Asst. Radio Engineer</td>
</tr>
<tr>
<td>Dwight Tuckwood</td>
<td>Instructor</td>
<td>Order Assistant, Library</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>University of Oregon</th>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Betty J. Wikle</td>
<td>Instructor</td>
<td>Dietitian, Union &amp; Dormitories</td>
</tr>
</tbody>
</table>

**General Extension Division**

<table>
<thead>
<tr>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>Accountant</td>
</tr>
<tr>
<td>Instructor</td>
<td>Artist</td>
</tr>
<tr>
<td>Instructor</td>
<td>Office Manager</td>
</tr>
<tr>
<td>Instructor</td>
<td>Program Assistant</td>
</tr>
<tr>
<td>Instructor</td>
<td>Asst. Business Mgr.</td>
</tr>
</tbody>
</table>

**Medical School**

<table>
<thead>
<tr>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>Supervisor of Nursing Services, (Outpatient Clinic)</td>
</tr>
<tr>
<td>Instructor</td>
<td>Psychiatric Social Worker</td>
</tr>
<tr>
<td>Instructor</td>
<td>Assist. Supt., Physical Plant</td>
</tr>
<tr>
<td>Instructor</td>
<td>Pathology Photography</td>
</tr>
<tr>
<td>Instructor</td>
<td>Assist. Dir., Children's Eye Clinic</td>
</tr>
</tbody>
</table>

"Several of these positions have been reviewed and allocated to the classified service. The remainder are in the process of analysis to determine the proper classification. When the tentative allocation is determined on each position, the institution and employee concerned will be notified. If the proposed
allocation is not considered acceptable, the appointing authority or the employee may request a review by the Commission in accordance with Personnel Rule XVI, Section 1 C.

"After final determination of the classification is made, the proper personnel action forms will be forwarded reporting the allocation. If the present salary rate falls within the established range for the classification to which the position is allocated, the salary should be adjusted to the nearest rate in the salary range. If the salary as recommended in the institution's 1953-54 annual budget is above the maximum salary rate for the classification, no reduction in salary is required. If the salary is below the minimum rate for the salary range, it should be adjusted to the minimum step.

"After allocation of the position to the classified service, salary adjustment procedures included in Personnel Rule VII will be followed, with the exceptions noted above.

"When the allocation of these positions has been concluded, a final report to the Chancellor will be made by the Civil Service Commission.

"2. Positions noted below were included in the Civil Service review. It has been determined that some of these positions have been subsequently abolished. The remainder have since been allocated to the classified service.

<table>
<thead>
<tr>
<th>Department</th>
<th>Position</th>
<th>Incumbent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oregon State College</td>
<td>Animal Husbandry</td>
<td>(11-1-52) John Kaufmes</td>
</tr>
<tr>
<td>&quot;</td>
<td>Research Assistant</td>
<td></td>
</tr>
<tr>
<td>&quot;</td>
<td>Food Technology</td>
<td></td>
</tr>
<tr>
<td>&quot;</td>
<td>Research Assistant</td>
<td>Margaret Jo Roach</td>
</tr>
<tr>
<td>University of Oregon</td>
<td>Erb Memorial Student</td>
<td>Ruth E. Kline</td>
</tr>
<tr>
<td>&quot;</td>
<td>Union Foods Director</td>
<td></td>
</tr>
<tr>
<td>U of O Medical School</td>
<td>Medicine</td>
<td></td>
</tr>
<tr>
<td>&quot;</td>
<td>Executive Secretary</td>
<td>Barbara R. Honeyman</td>
</tr>
<tr>
<td>&quot;</td>
<td>Research Assistant</td>
<td>Arnold Labby</td>
</tr>
<tr>
<td>&quot;</td>
<td>Research Assistant</td>
<td>Eleanor K. Laidlaw</td>
</tr>
<tr>
<td>General Extension</td>
<td>Visual Instruction</td>
<td></td>
</tr>
<tr>
<td>&quot;</td>
<td>Part time Instructor</td>
<td>Henry Ruark, Jr.</td>
</tr>
</tbody>
</table>

"3. The State Board of Higher Education minutes of June 16, 1953 included the recommendation of the presidents that the following positions be classified, but that the present incumbents of these positions not be classified but continue to hold their academic rank as long as they hold their present positions.

<table>
<thead>
<tr>
<th>Oregon State College</th>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hazel K. Westcott</td>
<td>Assist. Prof.</td>
<td>Administrative Asst., President's Office</td>
</tr>
<tr>
<td>Ralph Salisbury</td>
<td>Assist. Prof.</td>
<td>Asst. Editor</td>
</tr>
<tr>
<td>May Worthinger</td>
<td>Assist. Prof.</td>
<td>Teacher Placement Secretary</td>
</tr>
<tr>
<td>R. A. Adams</td>
<td>Assoc. Prof.</td>
<td>Gen. Supt., Physical Plant</td>
</tr>
<tr>
<td>University of Oregon</td>
<td>Present Rank</td>
<td>Position</td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------</td>
<td>----------------</td>
</tr>
<tr>
<td>J. E. Bailey</td>
<td>Instructor</td>
<td>Asst. Editor</td>
</tr>
<tr>
<td>Josephine Moore</td>
<td>Instructor</td>
<td>News Bureau Mgr.</td>
</tr>
<tr>
<td>I. I. Wright</td>
<td>Asst. Prof.</td>
<td>Physical Plant Supt.</td>
</tr>
<tr>
<td>A. Litchman</td>
<td>Instructor</td>
<td>Athletic News Director</td>
</tr>
<tr>
<td>T. L. Bouck</td>
<td>Instructor</td>
<td>Athletic Bus. Manager</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Medical School</th>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. J. Clemons</td>
<td>Assist. Prof.</td>
<td>Physical Plant Supt.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Oregon College of Education</th>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Martha Hill</td>
<td>Instructor</td>
<td>President's Secretary (Incumbent now teaching)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Eastern Oregon College of Education</th>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Betty Lou Tabor</td>
<td>Instructor</td>
<td>President's Secretary (Incumbent now teaching)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Centralized Activities</th>
<th>Present Rank</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Watson</td>
<td>Assoc. Prof.</td>
<td>Assistant Comptroller</td>
</tr>
<tr>
<td>H. A. Rowley</td>
<td>Assist. Prof.</td>
<td>Chief Accountant</td>
</tr>
<tr>
<td>John Runderup</td>
<td>Assist. Prof.</td>
<td>Administrative Assist., Comptroller</td>
</tr>
<tr>
<td>T. F. Adams</td>
<td>Instructor</td>
<td>Administrative Assist., Comptroller</td>
</tr>
<tr>
<td>Margaret M. Johnson</td>
<td>Instructor</td>
<td>Asst. to Budget Director</td>
</tr>
</tbody>
</table>

"The recommendation for continuance of the present incumbents of these positions in the unclassified service as long as they hold their present positions is approved. Because of the indefiniteness of when these positions will be transferred to the classified service, and because of possible changes in the duties and responsibilities of the positions at the time of transfer, it is not considered advisable to attempt to determine a proper allocation at this time.

"When a vacancy is anticipated by an institution in a position listed above, this vacancy should be reported to the Civil Service Commission in conformance with Personnel Rule VI, Section 3 A. Both allocation of the position will then be made and the normal transaction procedures followed through.

"4. It has been determined that the remaining positions, listed below, under surveyance by the Civil Service Commission, are exempt from the classified service by Section 10 (1) (o), (k), or (p) of the Civil Service Act."
<table>
<thead>
<tr>
<th>Department</th>
<th>Position</th>
<th>Incumbent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Centralized Activities</td>
<td>Division of Information Director</td>
<td>Travis Cross</td>
</tr>
<tr>
<td>Alumni Records</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alumni Manager</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educ. Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office of Registrar</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant Registrar</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel Coordinator, also Asst. Registrar</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dormitories</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dir. of Dormitories</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Serv. Student</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dir. of Student H.S.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Asst. Physician of S. H. Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Asst. Physician</td>
<td></td>
<td></td>
</tr>
<tr>
<td>University of Oregon</td>
<td>Editor's Office</td>
<td></td>
</tr>
<tr>
<td></td>
<td>University Editor</td>
<td>George N. Belknap</td>
</tr>
<tr>
<td></td>
<td>Office of Stud. Affairs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Assoc. Dir. of Stud. Affairs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grad. Place.</td>
<td>Karl W. Onthank</td>
</tr>
<tr>
<td>Alumni Records</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alumni Secretary</td>
<td></td>
<td>Lester E. Anderson</td>
</tr>
<tr>
<td>School of Education</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dir. Teacher</td>
<td></td>
<td>Earl M. Pallett</td>
</tr>
<tr>
<td>Placement Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dormitories, Dir. of Dormitories</td>
<td></td>
<td>H. Philip Barnhart</td>
</tr>
<tr>
<td>Erb Memorial Student Union, Director</td>
<td></td>
<td></td>
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<tr>
<td>Program Director</td>
<td></td>
<td></td>
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<tr>
<td>Student Health Service, Director</td>
<td></td>
<td>Fred N. Miller, M.D.</td>
</tr>
<tr>
<td>Asst. Univ. Physician</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td></td>
<td>Squire S. Bozorth</td>
</tr>
<tr>
<td>Office of the Dean</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Admin. Assist. to the Dean</td>
<td></td>
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<tr>
<td>Medicine</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Director</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Research Assistant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ore. College of Education</td>
<td>Higher Education</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dir. of Dorms and Counsellor</td>
<td></td>
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<td></td>
<td>Dir. of Health Serv., &amp; College Nurse</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Department</td>
<td>Position</td>
<td>Incumbent</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-----------------------------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>Southern Oregon</td>
<td>Dormitory Director of Dining Serv. &amp; Student Activities</td>
<td>Margaret Skerry</td>
</tr>
<tr>
<td>General Extension</td>
<td>Registrar's Office High School-College Relations</td>
<td>Helen R. Wilderman</td>
</tr>
<tr>
<td>&quot;</td>
<td>Assistant Registrar Radio-Programs KOAC Program Manager Dir. Oregon School of the Air Production Director Director, Women's Programs Music Director News Editor &amp; Announcer Staff Announcer Health Office School Nurse</td>
<td>E. Dean Anderson James M. Morris Elizabeth E. Dotson Sheldon Goldstein Gladys D. Chambers Philip Blaine Kalar Robert C. Hinz John Howard MacDonald Marguerite Adams</td>
</tr>
</tbody>
</table>

"These positions were described in Category 3 of the Board minutes by title and type of service rendered. These groups of positions are listed below as recommended by the presidents to continue in academic rank, because of the type of service rendered.

(b)

Professional librarians all institutions (teaching, research, extension, and counseling) (counseling) (counseling and indirect teaching)

Assistant Registrars Directors of Dormitories Medical Doctors, (Officers) Health Service*

Student Union Directors University of Oregon, Oregon State College

Student Personnel Officers all institutions (counseling)

Alumni Directors 
Oregon State College, University of Oregon Medical School (counseling)

Supts. of Presses 
University of Oregon Oregon State College (teaching)

Editors of Publications 
Oregon State College University of Oregon (teaching, research and extension)

"** One change is suggested. The position indicated as 'Medical Doctor, Health Service' excludes professional nurses who may perform a similar function to that of the medical doctor. It is proposed that this title be revised to 'Medical Officers, Health Service' so that the professional nurses assigned by the institution to counseling and indirect teaching functions may be exempt.

"5. For future transactions Dr. Richards, Vice Chancellor, has proposed the following procedure in his letter to the Director November 2, 1953.

'In accordance with the revised law it will be our policy to refer to the Director of the Civil Service Commission all appointments where there is doubt as to whether the position should be classified or unclassified. In such instances, the institutions in the State System of Higher Education will file the usual job description forms prescribed by the Civil Service Commission, the final decision as to whether the position shall be classified to be arrived at in consultation with the State Civil Service Commission staff.

'In cases where there is no doubt that the position should be unclassified in accordance with the definition in the Civil Service Law, such as an instructor in a regular teaching department, it will be unnecessary to file with the Civil Service Commission a job description form before placing the appointee on the payroll.'

"This suggested procedure is approved with the following amplification:

(a). All positions defined by title in Section 10 (l), (c), (k), or (p) are unclassified and no reports of personnel transactions to the Civil Service Commission are required.

(b). The institution concerned will make the determination as to what positions are properly exempt from the classified service as Research Assistant.

(c). Any position described by a title listed in 4 (b) above is properly exempt from the classified service on the basis of present duties and responsibilities. It will be unnecessary to
report to the Civil Service Commission any personnel transactions of such positions unless there is a change in the duties of such positions which would warrant its transfer to the classified service.

(d). All other appointments will be referred to the Director for review, consideration and consultation as to whether the position would be classified or unclassified."

At the conclusion of the reading of the report, Chancellor Byrne stated that on the whole the action of the Civil Service Commission was a very satisfactory outcome to a difficult situation. On his recommendation, the Board voted to adopt the report as a part of its minutes and to express its appreciation and the appreciation of the institutions for the consideration shown by the Civil Service Commission in the handling of the classification situation.
The Board officially accepted the following gifts and grants and authorized the secretary of the Board to make suitable acknowledgment to the donors:

**University of Oregon**

Various

Gifts totaling $560.00 from the following donors for scholarships:

- Portland Rose Festival Association $110
- Eugene Alumnae Chapter Mu Phi Epsilon $100
- Kamehameha Schools Organization, Hawaii $100
- Grants Pass Public School District $250

Alumni Assoc. of New York

Gifts valued at $105 from the Oregon Alumni Association of New York of historical volumes, including an autographed copy of the limited edition of *Westward America* by Driggs and a group of four pamphlets published by the American Pioneer Trails Association.

**Oregon State College**

US Office of Naval Research

Additional grant of $4,000 from the U. S. Office of Naval Research to continue the research study on molecular energy under the direction of Prof. J. C. Decius (Chemistry).

Conservation Foundation

Gift of $250 from the Conservation Foundation of New York to the Department of Natural Resources for the support of a preliminary survey on the subject "Bibliography of Best References for the Study of Natural Resources."

Union County

Grant of $1,200 from Union County to the Eastern Oregon Livestock Branch Experiment Station for the purchase of equipment to be used in weed control research.

Dept. of Ed. St. of Calif. Joint Activ. Fund

Gift totaling $250.00 from the following donor for scholarships:

Department of Education of the State of California, Joint Activities Fund of the Bureau of Agricultural Education $250

**Medical School**

John H. Vogt, Bequest

Bequest of $500 from the estate of John H. Vogt, deceased, to the Doernbecher Memorial Hospital for Children, to become a part of its endowment fund.

**Eastern Oregon College of Education**

Various

Gifts totaling $960.00 from the following donors for scholarships:

- La Grande Evening Observer $120
- Judge and Mrs. R. J. Green, La Grande $120
- Mr. and Mrs. F. C. Perkins and Mr. and Mrs. W. C. Perkins, La Grande $120
- B. P. O. E. No. 433, La Grande $600
Southern Oregon College of Education

November 21, 1953

Meeting #277-27

Gifts totaling $1,175 from the following donors for scholarships:

Ashland Kiwanis Club $120
College Women's Club of Rogue River Valley $120
Delta Kappa Gamma, Medford $120
National Secretaries' Association, Medford $120
Junction City Teachers' Association $125
Rogue River Lions Club $50
Oregon State Nurses' Association, Medford $120
Anonymous for World Students $200
Coos Bay Business and Professional Women's Club $200

Owens Motion Picture Co.
Gift of science filmstrips valued at $577.50 from the Owens Motion Picture Company of Portland.

PERSONNEL

The Board approved the following personnel adjustments at the University of Oregon, the necessary funds being provided in the 1953-54 budget:

Military Transfers from UO
Transfer of the following military and Air Science and Tactics Department officials from the University campus as ordered by their respective military services:

Col. I.L. Ungerleider

Maj. E.W. Palm
Major Eugene W. Palm, Asst. Prof. of Military Science and Tactics, effective August 17, 1953.

Maj. R.J. Greiner
Major Robert J. Greiner, Asst. Prof. of Military Science and Tactics, effective September 7, 1953.

Capt. D.L. Rooks
Captain David L. Rooks, Asst. Prof. of Military Science and Tactics, effective August 28, 1953

M. H. Johnson
Reduction in time and salary for Dr. Milton H. Johnson, Asst. Prof. (Chemistry), from 70 per cent time and $1,200 salary to 50 per cent time and $3,000 salary, effective October 1, 1953. Salary funds released to be held pending replacement appointment.

J. N. Morris
Resignation of Dr. Joseph N. Morris, Assoc. Prof. (Dentistry), effective October 31, 1953; salary funds released to be transferred to the wage budget to provide assistance on an hourly basis.
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P. J. Deutschmann, Leave of Absence
Liv. of Absence

Leave of absence without pay for Asst. Prof. Paul J. Deutschmann (Journalism), effective winter term 1953-54, to do graduate work at Stanford University; and

R. Tweedell, Appointment

Appointment of Robert Tweedell as Instructor in Journalism, 50 per cent time for winter and spring terms 1953-54, at a total compensation of $1,933.33, to replace Prof. Deutschmann.

Leo A. Harris, Leave of Absence

Leave of absence on full salary for Leo A. Harris, Professor of Physical Education and Director of Athletics, from April 1, 1954, to July 1, 1954, to make a study of the financing and administration of athletic departments in a representative group of American universities and colleges, to study the problems in connection with the construction of stadiums and field houses, and to study the problems of television as they are affecting the attendance and financing of athletic programs. Eighty-eight per cent of Mr. Harris' salary is paid from athletic activity funds.

The Board approved the following personnel adjustments at Oregon State College, the necessary funds being provided in the 1953-54 budget:

Clare Morris, Appointment

Appointment to a budgeted position (vice Dorothy Newton, resigned September 15, 1953) of Mrs. Clare Morris as 4-H Club Agent in Portland with rank of assistant Professor, yearly tenure, 12-months' service, at a salary rate of $5,124, effective October 26, 1953.

R. J. Downs, Appointment

Appointment to a budgeted position of Ray Judd Downs as Research Assistant with rank of Instructor in the Southern Oregon Agronomic Project, yearly tenure, 12-months' service, at a salary rate of $5,208, effective December 1, 1953; this position was originally budgeted beginning January 1, 1954, at a salary rate of $6,800; additional funds required because of earlier appointment at a higher rate to be transferred from wages.

Herman Amberg, Reappointment

Reappointment of Dr. Herman Amberg as Research Associate under the Engineering Experiment Station, effective September 1, 1953. This is a courtesy appointment for Dr. Amberg, whose salary is paid by the National Council for Stream Improvement which now has contracts with Oregon State College for research projects in the Engineering Experiment Station and the Agricultural Experiment Station.

R. W. Salisbury, Transfer to Extension Public Specialist

Transfer of Ralph W. Salisbury from Assistant Professor and Assistant Editor in the Office of Publications and Agricultural Experiment Station to a new position of Extension Publications Specialist in the Federal Cooperative Extension Division, with rank of Associate Professor, indefinite tenure, 12-months' service, at a salary rate of $6,504, effective October 15, 1953; $4,633.23 salary funds required in the Extension Division to be transferred from the unfilled and temporarily discontinued position of Nutrition Specialist in the Extension Service Nutrition Project; the balance of funds released in the Nutrition Project is to be transferred to the requisition budget of the Publications Department of the Federal Cooperative Extension Division.
Salary funds released in the Editor's Office and the Agricultural Experiment Station to be retained unallocated pending replacement appointment.

The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1953-54 budget:

V. Jentoft & Vera Jackets, Increase in Salary

Increase in salary rates as follows for two research assistants in Bacteriology, effective October 1, 1953, the necessary funds to be provided from unbudgeted gift funds for research:

Virginia Jentoft from $3,800 to $3,900
Vera Jackets from $4,500 to $4,680

Expression of Appreciation for Hospitality to Eugene

President R. E. Kleinsorge closed the meeting with the following remark: "I think it is highly appropriate that we extend to the people of Eugene -- University officials, members of the faculty, and the Chamber of Commerce, and all others who made our stay here so pleasant -- a vote of thanks for being so hospitable." All other Board members and the institutional executives present seconded Dr. Kleinsorge's statement of appreciation.

ADJOURNMENT Meeting adjourned at 10:05 AM.

R. E. Kleinsorge, President
John R. Richards, Secretary