STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
BENSON HOTEL, PORTLAND, OREGON
January 25, 1955

MEETING #237

A regular meeting of the State Board of Higher Education was held at
the Benson Hotel, Portland, Oregon, on January 25, 1955.

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:

Leif S. Finseth
Cheryl S. MacNaughton
Herman Oliver

Edgar W. Smith
Wm. E. Walsh
Dr. R. E. Kleinsorge

Absent: Henry F. Cabell, George F. Chambers, A. S. Grant

There were also present: Dr. Charles D. Byrne, Chancellor; Dr. John
R. Richards, Vice-Chancellor and Secretary of the Board; President
O. M. Wilson of the University of Oregon; President R. J. Maaske of
Oregon College of Education; President F. E. Bennett of Eastern Oregon
College of Education; President E. N. Stevenson of Southern Oregon
College of Education; Dean D. W. E. Baird of the University of Oregon
Medical School; Dean H. J. Noyes of the Dental School of the University
of Oregon; Dean J. F. Cramer of the Portland State Extension Center;
Mr. W. A. Zimmerman, Executive Secretary and Business Manager of the
University of Oregon Medical School; Comptroller and Bursar H. A. Bork;
Budget Director R. L. Collins; Assistant to the Chancellor Travis Cress;
Mr. Robert Chandler, Editor of the Bend Bulletin; and Mr. Ben Fanning,
a Bend business man.

RE ABSENCES

Mr. Cabell and Mr. Chambers were both out of the States on vacation
tours and Mr. Grant was unable to attend because of a court case.

MINUTES APPROVED

The Board voted to dispense with the reading of the minutes of the
last regular meeting held on December 14, 1954, and approved the minutes
as they appear in the docket.

REPORT OF BUILDING COMMITTEE

Mr. Leif S. Finseth, Acting Chairman of the Building Committee,
reported as follows:

"Mr. George F. Chambers representing the Building Committee,
together with Chancellor Byrne and Vice-Chancellor Richards, on
December 17, 1954, inspected the dormitory addition for men at
Eastern Oregon College of Education.

"The building was authorized by the Board on November 21, 1953, and
final plans were approved on January 26, 1954. The completed
structure, which is connected to Doreon Hall, dormitory for women,
provides 24 dormitory rooms for men as well as dining and kitchen
facilities; the building was ready for occupancy beginning with the
winter term in January of this year."
"A total budget of $175,000 for construction, architects' fees, debt service, furniture, landscaping and other costs was authorized by the Board, with funds to come from 1953-54 dormitory earnings and student building fees, and from the sale of bonds. The building has been completed within funds available.

"Your Building Committee is satisfied with the performance of the contractors, Bechtel Brothers of Elgin, and recommends acceptance of the building by the Board, subject to completion of a few minor items."

The Board adopted the report of the Committee and accepted the dormitory addition for men at Eastern Oregon College, subject to the completion of a few minor items.

Mr. Finseth continued:

"Chancellor Byrne summarized previous actions of the Board in regard to the long-time development of Portland State Extension Center. Some time ago the Board authorized the employment of a heating engineer to determine whether or not the present heating unit in the old Lincoln High School would suffice for the first new building, and if not to recommend alternate heating plans. The Board also authorized the firm of Lawrence, Tucker, and Wallmann to project a long-time construction plan for the three blocks south of the old Lincoln High School.

"Mr. Wallmann of the Architectural firm exhibited a block-type model to show the projected building plan. He explained that in order to obtain flexibility in the program and to avoid expensive and unsatisfactory elevator systems, they had settled on a basic walk-up structure with four stories plus a basement, and overhead connections at the third or fourth level, depending on the requirements of the City of Portland. The buildings may be expanded by vertical addition of three additional stories, plus a seven-story tower. Mass transportation could be provided in the center building by means of an escalator. The additional cost of providing the basis for later vertical expansion is estimated at 1 per cent of the total cost of the four-story building.

"The four-story building on all three blocks, plus the present building, will provide a total of 714,000 square feet; the potential square footage including all possible vertical expansion is 1,250,000.

"The Committee recommends the approval of the general plan, including the additional reinforcement required for vertical expansion, and further recommends that preliminary plans for the first unit be prepared in harmony with this plan."

The Board accepted the report, approved the general plan as presented and authorized the architectural firm of Lawrence, Tucker, and Wallmann to proceed with the preliminary plans for the first unit of a Portland State Extension Center classroom and laboratory building.
Mr. Finseth continued:

"The firm of J. Donald Kroeker and Associates prepared a survey on the heating facility requirements of the proposed long-time expansion of Portland State. Their survey covered the cost and availability over a period of years of both college-owned and commercial heating. It was their conclusion that the present heating plan is adequate for the present building plus the first unit of the new building. In the long-term plan, it is recommended that the heating plant be moved to the central building and that additional boilers be installed as required. The recommended plan is a low-pressure heating plant, which does not require twenty-four hour labor.

"The Committee recommends that the plan recommended by the engineering firm be approved as outlined."

The Board adopted the report of the Building Committee and approved the long-time heating plan for Portland State Extension Center as recommended by the firm of J. Donald Kroeker and Associates.

Mr. Finseth continued:

"At its October 26, 1954 meeting the Board authorized the preparation of preliminary plans for a physical education building at Eastern Oregon College of Education. The firm of Freeman, Hayslip, Tuft & Hewlett of Portland were selected for this project. The preliminary plans have been completed and were shown to the Building Committee and other Board members yesterday.

"The proposed building is a fireproof corrugated architectural concrete structure with brick veneer over concrete and frame and wood siding. The basic plan provides for a gymnasium with balcony seating, six classrooms, offices, concessions, storage, hallways, dressing rooms, toilet facilities and a laundry. The total cost for the basic plan is $497,750, which includes $405,460 for direct construction, $28,517 in fees for professional services, $8,500 for landscaping, sidewalks, and curbing, $35,000 for equipment, and $20,273 for contingencies.

"President Bennett and the architect presented an alternate labeled "A" which added to the basic plan would provide a basketball playing court and two handball courts with an excavated basement below that could later be developed for possible classroom or other uses. This alternate was deemed particularly essential by President Bennett. Inclusion of this alternate would bring the total project cost to $670,250.

"There were other possible alternates presented by the architect, such as provision for women's physical education, added classroom units and a swimming pool. These, however, were long-time developments looking to the future needs of the institution. President Bennett reported that the women's physical education would continue for some time to be offered in the present gymnasium facilities."
"The amount requested in the 1955-1957 biennial building program for this building is $250,000 which represents the cost as estimated a number of years ago and which has not been altered to present day costs or a specific plan.

"It is the recommendation of the Committee that the plans be held until it is determined whether funds will be available to finance the project. The Committee further recommends that the basic plan costing approximately $500,000 be included in the legislative request for 1955-1957. The Building Committee further recommends that if this project is placed by the Legislature in a proposed over-all bond issue covering needs of several bienniums that the sum of $670,250 be requested to cover the cost of the basic plan plus the first alternate."

The Board adopted the report, approved the preliminary plans for the physical education building at Eastern Oregon College of Education, and accepted the recommendation of the Committee that the basic plan be included in the 1955-1957 legislative building request at a cost of $500,000; in the event the project is placed by the Legislature in an over-all bond issue, the Board authorized that the sum of $670,250 be requested, which sum will cover the basic plan plus the first alternate. The Board further agreed to withhold authorization to prepare final plans until funds for the building are assured.

Mr. Finseth continued:

Final Plans for Men's Dormitory Approved, OCE

"On December 14, 1954, the Board approved preliminary plans and authorized Architect Gathco to proceed with final plans for the men's dormitory at Oregon College of Education. Yesterday, President Maaske and Mr. Gathco presented the final plans to the Committee. The plan varies only in minor details from the preliminary one. The building consists of a partial, unfinished basement and three additional floors, and is planned to house 100 men students. The total approximate area of the four levels based on outside building dimensions and including unexcavated portions of the basement is about 26,080 square feet, or 260 square feet per occupant.

"President Maaske presented a tentative financial plan for the building which will cost a total of $300,000, $225,000 to be obtained from sales of bonds when authorized by law and the Board, and $75,000 from institutional balances.

"The Committee recommends that the final plans be approved and that the Board's office be authorized to advertise for construction bids as soon as the amendment to the general obligation bond law has been passed and financing is assured."

The Board adopted the report, approved the final plans for the men's dormitory at Oregon College of Education, and authorized appropriate Board officials to advertise for construction bids as soon as the amendment to the general obligation bond law has been passed assuring adequate financing for the project.
Mr. Finseth continued:

"Included in the 1955-1957 building program is the remodeling and addition to the Music Building at the University of Oregon. President Wilson and Mr. Wick of the architectural firm of Wick and Hilgers yesterday presented preliminary plans for the remodeling of this building. The plans, which provide for more satisfactory use of the entire building, add approximately 5,550 square feet of floor space for practice rooms, instrument and uniform storage, a large area for band practice, and will involve the remodeling of the present music stage. The estimated cost of the building addition and remodeling is $75,000, which is the figure presented in the 1955-1957 building program to the legislature.

"The Committee recommends that the preliminary plans be approved, and that the architect be authorized to proceed with the final plans."

The report of the Committee was adopted, preliminary plans for the addition for the Music Building at the University approved, and authorization granted to proceed with the final plans.

Mr. Finseth continued:

"The building budget for the new teaching hospital provided approximately $283,000 to remodel the present Doernbecher Hospital and the Outpatient Clinic. This remodeling is necessitated by the removal of the Doernbecher Hospital beds to the new hospital and will make possible additional space required for the Outpatient Clinic. Since it appears that the new hospital will be completed by January 1, 1956, it is necessary that plans be formulated for this remodeling project. Dean Baird recommends that the firm of Burns, Bear, McNeil and Schneider be employed to prepare the necessary plans. The Committee concurs in this recommendation with the understanding that the amount of the architects' fee be negotiated by the Chancellor's Office and a report made to the Board at its March Meeting."

The Board adopted the report and authorized Board officials to negotiate with the architectural firm of Burns, Bear, McNeil and Schneider to prepare plans for the remodeling of Doernbecher Hospital; the terms of the remodeling contract are to be reported to the Board at its March meeting for final approval.
The Chancellor reported as follows on the purchase of a house and lot located on the northwest corner of the second block south of the present Portland State Extension Center Building:

"Yesterday, the Building Committee decided to recommend to the Board a resolution authorizing condemnation of the house and lot located on the northwest corner of the second block south of the present Portland State Extension Center building. This property will be needed for the proposed student activity building. The property has been appraised at $13,000; the owner is asking a substantial amount above this appraised value.

"The Building Committee yesterday authorized Comptroller Bork to negotiate further for the purchase prior to the adoption of the condemnation resolution. Following the Building Committee meeting, Comptroller Bork met with the realtor and the owner of the property and was able to obtain an option on the property at a price of $14,300, which is within the Board's approved policy of paying not more than 10 per cent above the appraised value.

"It is, therefore, recommended that the Board authorize the purchase of this property at $14,300, with $13,800 of the purchase price to be provided from the balance in the funds received from the sale of the unimproved lots at the Portland State Extension Center, and the remainder to come from the Board's land Purchase Reserve."

Mr. Finseth, Acting Chairman of the Building Committee, moved that the property be purchased in accordance with the plan outlined. The motion was seconded and adopted.

Mr. Herman Oliver, Acting Chairman of the Finance Committee, reported as follows:

"Yesterday the Chancellor asked Comptroller Bork to report the principal recommendations for changes by the Interinstitutional Fee Committee in the Student Fee Schedule. The principal changes recommended by the committee were as follows:

1. That the golf fee at the University of Oregon be reduced from $15.00 to $11.00 per term effective with the 1955 summer session."
2. That the incidental fee at the Dental School of the University of Oregon be increased from $4.50 to $6.50 per term for all regular students effective with the next fall quarter. Of the $2.00 increase, $1.50 is for the health service and $0.50 for Junior American Dental Association membership. The new fee for the health service will be $4.00 and for the American Dental Association membership $1.50. The graduate fee for health service will also be increased by $1.50 per term effective with the 1955 summer session.

3. That the building fee at Portland State Extension Center be increased from $5.00 to $8.00 per term, thereby increasing total term charges for all purposes to $55.00 for resident students and $115 for nonresident students effective with the fall quarter.

"The Committee recommends approval of the above changes in the student fee schedule as proposed by the Interinstitutional Fee Committee."

The Board adopted the report and approved the changes in the student fee schedule as outlined.

Mr. Oliver continued:

"Comptroller Bork also reported the results of the consideration of dormitory charges for board and room by the Interinstitutional Dormitory Committee. It was reported that since food costs and general operating costs remain stabilized and since the dormitories are now earning sufficient amounts to provide for the necessary principal and interest payments on dormitory bonds outstanding no changes were recommended in the present level of room and food charges in the dormitories.

"Comptroller Bork reported that the Committee recommends the following schedule of charges in the new Virgil D. Earl Dormitory soon to be completed at the University:

Room, single occupancy, $102 per term; multiple occupancy, $68 per term.

Board, $47 per month.

"The Committee endorses the recommendations of the Interinstitutional Dormitory Committee for room and board charges in the new Virgil D. Earl Dormitory at the University."

The Board adopted the report and approved the revised schedule of dormitory charges as submitted.
Mr. Oliver continued:

"Consideration was given to the formulation of invention and patent policies to be followed where research work is undertaken with funds provided by a nongovernmental agency, such as a corporation. A tentative proposition has been formulated with an industrial concern for a research project which is of benefit to both the concern and the College. The Comptroller reported on practices being followed by universities and colleges which had had experience in the matter. After discussion of the implications of the situation by all Board members who were present and institutional executives, the Committee concluded that where funds for a research project are provided by an industrial organization, and provided there is evidence instructional an research value to an institution, a research project may be undertaken on the following bases:

1. The sponsoring organization is to provide funds to pay for all direct costs and also indirect costs on the same basis as contracts with governmental agencies.

2. Inventions and patent rights are to be handled in such a way that the industrial organization may be given the right to use the invention or patent license free within its plants, but all other invention and patent rights are to accrue to the benefit of the institution and inventor."

The Board accepted the report and approved the Committee recommendations as specified regarding financial and patent policies in contractual arrangements between State System institutions and industrial organizations for research projects.

Mr. Oliver continued:

"President Strand presented to the Committee yesterday a recommendation that preliminary steps be taken looking toward an enlargement of the present Memorial Union Building at the State College to provide more adequate space for the bookstore and for dining facilities and to provide space for a post office in the building to meet student needs along with other services which will be required for the rapidly growing student body. The present building has a gross area based on outside dimensions of approximately 124,000 square feet. The direct usable area within the building is about 85,000 square feet. President Strand stated that preliminary studies indicate that to provide the needed added space will call for an increase in area of about 40 per cent and that the cost of this addition will be approximately $1,000,000 ($800,000 for direct construction, $200,000 for equipment, architect's fees, supervision, utility connections, landscaping and contingencies). President Strand reported further that preliminary studies by the Memorial Union Board of Governors, State College officials, and Comptroller Bork indicated that a loan of $1,000,000 to cover the cost of the project could be repaid over a period of 30 years or less from rental income and unpledged student building fees. In
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view of the expected large increases in enrollments, it is estimated that substantial income from student building fees over and above the amounts required for the Coliseum bonds may be released to service the $1,000,000 loan recommended for the Memorial Union addition. President Strand recommended that the amount now stated in the legislative bill drafted to increase the permissive amount of outstanding general obligation bonds for the State System of Higher Education be further increased by $1,000,000 for the purpose of obtaining a loan for the proposed Memorial Union project. Such an amendment to the Board's proposed bill would increase the upper limit on the amount of the general obligation bonds which could be outstanding for the State System of Higher Education from $12,884,000 as now stated in the proposed bill to $13,884,000.

"After discussion with other Board members present, the Committee recommends that the Board's proposed bill on general obligation bonds be revised so as to provide for an upper limit of $13,884,000 in general obligation bonds in place of the amount of $12,884,000 now shown in the proposed bill. The Committee recommends also that the State College bring a recommendation to the Board for the appointment of an architect to make preliminary studies of the proposed project."

The Board adopted the report and authorized Board officials to increase the recommended upper limit of the proposed general obligation bond bill by $1,000,000, or to a total of $13,884,000, in order to provide means for financing the proposed remodeling of the Memorial Union Building at Oregon State College. The Board further instructed State College officials to present at a later meeting a recommendation for an architect to make preliminary studies of the proposed project.

Mr. Oliver continued:

1955-1957 Biennial Operating Budget of Teaching Hospital & Clinic Increased

"When the 1955-1957 biennial budget request for the operation of the Medical School Hospital and Clinic was approved by the Board, it was estimated that the new Teaching Hospital would be ready for occupancy on April 1, 1956. Yesterday, Dean Baird reported that construction of the new Teaching Hospital is progressing more rapidly than was originally contemplated. Accordingly, he estimates that the hospital will be ready for operation on January 1, 1956 instead of April 1, 1956. The new hospital will be in operation 18 months of the new biennium instead of 15 months as originally contemplated. This change in date for the opening of the new Teaching Hospital requires a corresponding change in the biennial budget for operating funds as shown below:
Doernbecher Hospital

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Outpatient Clinic

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<td>-</td>
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<td>State appropriation required</td>
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Medical School Hospital

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Totals, Hospitals and Clinics

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<tr>
<td>Additional State appropriation required</td>
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<td>$169,724</td>
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"The decrease in the operating costs for the present Doernbecher Hospital for Children is caused by the fact that when the new Teaching Hospital opens the Doernbecher Hospital will be incorporated as a division of the new Teaching Hospital. The operating costs of the Outpatient Clinic will be increased slightly as a result of the change in the opening date because space now occupied by the Doernbecher Hospital and certain space in the connector between the present Outpatient Clinic and the new hospital will be added to the Outpatient Clinic space.

"Dean Baird, with the Chancellor's approval, recommended that the biennial budget for the operation of the hospital and clinic during the next biennium be revised to give effect to the added operating cost which will be required because of opening the hospital for operation at an earlier date than originally estimated. The net increase in the amount of state funds to be requested will be $169,724 during the biennium 1955-1957. The recommendation was discussed with other Board members present and the Committee recommends that the biennial budget be revised to increase the amount requested from state funds for the operation of the hospital and clinic to provide for the added three months of operation during the coming biennium."

The Board adopted the report of the Finance Committee and approved the increase of $169,724 in the requested appropriation for the Teaching Hospital and Clinic for the biennium 1955-1957.
Mr. Oliver concluded the Finance Committee report with the following:

"President Wilson reported yesterday on the progress which has been made in negotiation with the Odd Fellows Cemetery Board of Eugene for vacating all or part of the cemetery occupying 15 acres within the University campus and bounded by University Street and East 18th Avenue. President Wilson also asked Dean Leighton, who has been working on this project for more than a year, to provide information on the progress of the negotiations. They reported that the cemetery board might now be approached with a proposal whereby the University would perform one of the following:

A. Remove all of the bodies now interred in the cemetery to other cemeteries with provision for perpetual care with all of the 15 acres then to be deeded to the University. The estimated cost of this plan would be $650,000, the cost to consist entirely of moving the bodies to other cemeteries and providing perpetual care.

B. Move the presently interred bodies from 12 1/2 acres of the cemetery and continue 2 1/2 acres of the plot as a cemetery with perpetual care to be provided for all of the graves moved to other cemeteries and the University to provide perpetual care for all of the graves continued in the present cemetery area. The estimated cost of this plan is $533,500.

C. The University to move all present graves in the cemetery to 5 acres of the present cemetery thus clearing 10 acres for other University use with the University to provide perpetual care for the graves in the 5-acre area. The total estimated cost under this plan is $392,500.

D. The University to undertake one of the three plans described above but to accomplish the necessary moving of the graves during a 10-year period.

"It was estimated that the maximum annual cost of plan "D" spread over a 10-year period would be $60,000 per year which would require an increase in the Board's biennial budget request to the 1955 legislature of $120,000 for the biennium. Dean Leighton indicated that further negotiation will be required with the Odd Fellows Cemetery Board before a final form of contract with the cemetery board could be recommended to the Board of Higher Education. After considerable discussion of the various plans with other Board members present the Finance Committee recommends that the University negotiate further with the cemetery board with a view to presenting to the Board of Higher Education a definite form of contract which would be acceptable both to the University and to the cemetery board, with action on this recommendation to be taken by the Board of Higher Education at its March Board meeting."
The Board adopted the report of the Committee and instructed University officials to negotiate further with the Odd Fellows Cemetery Board of Eugene for the purpose of formulating a plan to acquire the cemetery property which is acceptable to both the University and the Cemetery Board, the recommended plan to be presented to the Board at its March meeting for further consideration.

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

"Chancellor Byrne reported to the Committee as follows:

'You will find that the curricular proposals this year are limited in nature. The attention of most of the institutions is still largely concentrated on the final establishment of the expanded teacher education program.

'The University is proposing a new major curriculum designed to serve better the needs of leaders and directors of community recreation programs. While this curriculum duplicates the program at Oregon State College approved by your committee two years ago, it is properly within the scope of a School of Physical Education. There appears to be substantial demand for trained people in this field.

'The colleges of education have proposed that several of their newer courses be authorized for graduate credit at this time. As indicated in the documents, this change has been referred to the advisory council on teacher education for further study and report.

'Oregon College of Education has for some time offered work towards the state certificate in special education. Under revised Department of Education requirements, several courses must be added if OG5 students are still to have the opportunity to qualify. It has been determined that the College has a qualified staff for this work and has the necessary equipment. It appears advisable, however, to defer action on the course additions pending further study of the need for continuing training for special education teachers at Oregon College of Education.

'The Medical School is proposing a re-planned nursing education curriculum. This has been discussed over a long period and in consultation with national authorities. Adoption of this program will result in a net reduction of credits offered.

'Otherwise, I believe that you will find that the changes proposed are technical for the most part. These are to be expected in any vital educational program.'
"The Committee discussed the various changes proposed in the institutional documents that were before it. The need for continuing a certificate program in special education at Oregon College of Education was examined carefully and a decision made that such a program is needed and that the necessary new courses and additions to present courses should be authorized.

"The Committee on Curricula recommends the adoption of the course additions, deletions and changes as presented in the curricular documents submitted by the several institutions as adjusted by the Chancellor's office.

"The Committee also was informed of the beginnings of a negotiation between the State College and Pacific Lutheran College to establish a '3-2' plan in engineering instruction. Under the plan, certain Pacific Lutheran students after three years of study would transfer to Oregon State College for two years of upper-division engineering instruction. At the time of graduation these students would receive appropriate degrees from both institutions. Committee members believe that the plan as outlined is educationally sound and indorse the program with the institution mentioned and with other accredited liberal arts colleges."

The Board adopted the report and approved the specific recommendations of the Curriculum Committee, namely: (1) The addition of a new major curriculum in community recreation at the University; (2) the continuation of the certificate program in special education at Oregon College of Education and the required course and credit additions; and (3) the adoption of all course additions, deletions and changes as presented in the curricular documents submitted by the several institutions as adjusted.

Mr. Wm. E. Walsh, Chairman of the Public Relations Committee presented the following report:

"The Public Relations Committee met to consider a letter from Dr. A. O. Pitman, President of the Oregon State Medical Society. This letter was dated December 24, 1954, and copies have been sent to all Board members.

"The letter stated:

'...The House of Delegates also instructed the Council of the Society to consider the desirability of sponsoring a bill in the 1955 legislative session providing for the establishment of a Medical Advisory Council to advise the Board of Higher Education concerning the conduct of the Medical School, similar to the Dental Advisory Council created by the law enacted by the 1945 Legislature establishing the Dental School of the University of Oregon...'

'...We would appreciate receiving the opinion of the Board on whether the Dental Advisory Council has performed a useful
function and on the desirability of establishing a similar Medical Advisory Council to advise with the Board concerning the Medical School and Teaching Hospital....'

"Following a complete discussion, the Public Relations Committee framed the following statement in reply to the query of the Medical Society:

'The State Medical Society has asked the opinion of the Board in regard to establishing a legally constituted committee to be advisory to the Board in the operation of the Medical School. The Board is unalterably opposed to establishing by law such an advisory committee for the following reasons:

1. Legal responsibility for the operation of the Medical School should be vested in a single body. Divided authority and responsibility between two legal bodies would probably lead to conflict.

2. There is no more reason for having an advisory committee to the Medical School than to other professional schools of the State System, such as Agriculture at the State College, Architecture and Law at the University, or any other professional school.

3. Such legally constituted advisory committees to professional schools are almost unprecedented in the country.

'The State Board of Higher Education and the administrative officers of the Medical School, as in the past, will be happy to confer with any committee of the Medical Society in regard to operating policies of the Medical School. It is, however, unwilling to share legal responsibility and authority in the operation of the Medical School.

'The new teaching hospital is primarily for research and teaching to the benefit of medical students, physicians of the state and as a public service to the people as a whole, and patients should be admitted without regard to their ability to pay and should be selected by the Medical School officials for the contribution their diagnosis and care can contribute to teaching and research. Patients so admitted who can pay all or part of their hospital expense should be charged the going rate for this service and thereby relieve the State to the extent possible. A suggestion has been made that the new teaching hospital of the Medical School be exclusively an indigent hospital. This would cost the State an additional $400,000 for this biennium for the operation of the hospital and would be unsound educationally.
'The new teaching hospital will be ready for operation January 1, 1956, several months earlier than originally anticipated because of an acceleration of construction work, and a carefully considered policy has been adopted by the Board for its operation. The Hospital Committee of the Board has had several informal meetings with the Medical Society and is giving consideration to suggestions growing out of these conferences. The Board will be happy to receive and consider any additional suggestions from the Society in regard to the conduct of the Medical School and will make such changes in its policies from time to time as experience and study warrant.'

"Your Public Relations Committee recommends that this statement be approved by the Board and that the Secretary be directed to transmit it to the proper officials of the Medical Society."

The Board adopted the report of the Public Relations Committee as presented and directed the Secretary to transmit a copy of the policy statement to the President of the Oregon Medical Society.

Mr. Herman Oliver, Member of the Board, made the following statement:

"I feel honored in representing the Board in presenting this resolution; it is a resolution in gratitude of services:

"WHEREAS, Edgar W. Smith has advised us that he wishes to retire from his membership on the State Board of Higher Education with the expiration of his current term; and

"WHEREAS, he has been a most faithful and devoted Board Member since his original appointment in 1939; and

"WHEREAS, from 1947 to 1953 he gave outstanding leadership to the Board as its President during the period of the System’s greatest growth and development; and

"WHEREAS, during that period in 1952 he was selected President of the Association of Governing Boards of State Universities and Allied Institutions and host for its national convention here in Oregon; and

"WHEREAS, we know of his many contributions to the development and understanding of the State System which were beyond the normal call of duty; and

"WHEREAS, he has had honorarily conferred upon him degrees from private institutions in which he has also been vitally interested;"
NOW THEREFORE, BE IT RESOLVED that the Oregon State Board of Higher Education here assembled does hereby convey its high personal regard, deep affection, individual and collective gratitude to Edgar W. Smith for his important and distinguished services."

Mr. Oliver concluded the resolution with the motion that it be adopted and included in the Board minutes. The motion was seconded and approved by the Board.

Chancellor Byrne then augmented the resolution by stating: "Mr. President, may I add an expression of appreciation on behalf of those of us who served as executives during Mr. Smith's services on the Board and as its president. His courage, his devotion, his sympathetic understanding of our problems lightened the burden for each of us and strengthened the purposes and accomplishments of every institution. And possibly I alone know of some of the sacrifices and contributions he has made. Higher education and the youth of Oregon will be forever indebted to Edgar W. Smith."

Other Board members expressed their personal commendations for Mr. Smith's services and their sentiments regarding his retirement from the Board. In response, Mr. Smith thanked the Board and in turn commended the members for working together harmoniously for so many years with a constructive program always before them.

President R. E. Kleinsorge reported as follows on the scheduled visitations to the various State System institutions by the Higher Education Sub-Committee of the Legislative Ways and Means Committee:

"As most of you know, the Higher Education Sub-Committee of the Legislative Ways and Means Committee accompanied by Senator Belton and Representative Semon is making an inspection of our campuses to the extent never before undertaken by any Legislature. Already they have visited the Medical School and Oregon College of Education and yesterday were at the Dental School and Portland State Extension Center. This afternoon they will be at Oregon State College, tomorrow at the University of Oregon, and next week they plan to go by plane to Eastern Oregon College of Education and Southern Oregon College of Education.

"We are indeed grateful to Senator Brown and his Sub-Committee for the interest they are taking in our program. We hope that from these trips they may gain a better understanding of our educational objectives, future and present projects and problems."

Chancellor Byrne presented the following personnel adjustment for Board action:

"For a period of years, Dean Baird has been on a 75 per cent time and salary basis in administering the Medical School, with the remainder of his time available to him for private practice in a downtown clinic. Because of the growing load of administrative
responsibility at the Medical School and the added responsibility that has resulted from the construction of the new teaching hospital, Dean Baird for several months has been forced to give full time to the Medical School and, therefore, to sever his connection with the downtown clinic. There will also be added responsibility when the new hospital is in full operation. It appears advisable, therefore, for the Board to place Dean Baird on a 100 per cent time basis. It is, therefore, recommended that as of January 1, 1955, Dean Baird be employed on a full-time basis at a salary of $16,000 for 12-months' service, and that his allowance in lieu of expense which is granted to all institutional executives be increased from its present amount of $500 to $1,000 per year, with the additional funds required to be provided from the Board's Unappropriated Reserve.

"While this compensation does not increase Dean Baird's present salary in proportion to the 25 per cent time increase, the amount stipulated is satisfactory to Dean Baird."

The Board approved the recommendation and authorized the increase in time and salary for Dean Baird to 100 per cent time at an annual salary of $16,000 and an increase in his allowance in lieu of expense to $1,000, with the additional funds required for these increases to be provided from the Board's Unappropriated Reserve.

Chancellor Byrne announced that the television film in which the institutional executives participated was scheduled to be shown over Station KOIN-TV at 11:15 AM on Saturday, January 29.

R. CHANDLER, B. FANNING OF BEND APPEAR BEFORE BOARD TO REQUEST SUPPORT OF AMENDMENT TO DUNN BILL

Mr. Robert Chandler, Editor of the Bend Bulletin, and Mr. Ben Fanning, representing the business men of Bend, appeared before the Board to request support of a possible amendment to the Dunn Bill, providing direct financial support from state funds for community college programs. The Dunn Bill as originally passed by the Legislature in 1949 permits a school district to contract with the State Board of Higher Education to conduct lower-division collegiate-grade classes under the joint supervision of the General Extension Division and the superintendent of the schools of the district concerned. Funds to conduct the classes are provided from the budget of the school district and from student fee income; the bill makes no provision for state aid.

Mr. Chandler, acting as spokesman, explained that the Central Oregon College of Bend, which serves students from Bend, Sisters, and Redmond, is currently operating under the Dunn Bill. The district prefers to continue to operate under this plan rather than under the junior college bill for two principal reasons: (1) The junior college bill is confined to single high school districts, and 25 per cent of the Central Oregon College students are out of the Bend district; and (2) the junior college bill provides for supervision under the State Department of Education rather than under the State Board of Higher Education, emphasizing non-collegiate rather than collegiate-grade courses. Mr. Chandler added that the junior college bill does
offer the amount of state support which the Central Oregon College is going to need in the future if it is to continue to serve the area satisfactorily. The community, although intensely interested in the program, feels that it cannot continue to adequately support the college at the rate it is anticipated the enrolment will increase; it is estimated that they will have 225 students in 1960. The community, therefore, is seeking eventual state aid.

Mr. Chandler informed the Board that a member of the legislature is planning to introduce an amendment to the Dunn Bill which provides for state support for the community college program, such state support to be limited to not more than one-half of the expenses of the college, with a ceiling of $100 per student equivalent per year. In concluding his presentation, Mr. Chandler stated that he would like to have the Board's thinking and possible eventual support in seeking such an amendment which would permit Bend to form a community college district and to obtain state aid. He added that he realized Bend is not the only district with this potential problem — Pendleton, Coos Bay, Astoria and other communities could be in the same classification — and if the bill passed, some of these other areas would undoubtedly request support.

In the discussion that followed, Dean Cramer said he felt that there was some advantage to retaining the Central Oregon College under the Dunn Bill, mainly because it assured the availability of two years of collegiate credit. Chancellor Byrne indicated that this could be accomplished also under the junior college bill by meeting the requirements of the law that courses offered for collegiate credit be approved by the State Board of Higher Education. Mr. Chandler again explained that one of the objections to the junior college bill was that it limits the program to one district, and he considered that multiple contracts which would permit the inclusion of outside areas would be an insecure, year-to-year arrangement.

President Kleinsorge thanked Mr. Chandler for his explanation of the Bend problem and indicated that the Board would give it thought and determine from their own point of view what solutions might be worked out.

**GIFTS**

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

**University of Oregon**

**U. S. Public Health Service**

Grant of $2,895 from the U. S. Public Health Service for research relative to the possible tumor-inhibiting activity of a specific compound, under the direction of Dr. LeRoy Klemm, Assistant Professor of Chemistry.
Mrs. Marie Barnett Cooper

Gift of capital reserve certificates of the Sherman Cooperative Grain Growers of Wasco, Oregon, valued at $1,028.13 from Mrs. Marie Barnett Cooper, Portland, to create a loan fund for needy students in memory of her sister-in-law, Mrs. Eulalie Crosby Barnett, a graduate of the University of Oregon.

Dr. & Mrs. D. B. Slocum

Gift of a $1,000 U. S. Savings Bond, Series K, and seventy-five shares of Preferred Stock in the Eugene Medical Center at a total par value of $750 from Dr. and Mrs. Donald B. Slocum, Eugene, to be added to the Richard Shore "Dick" Smith Memorial Scholarship Fund.

L. M. Baker

Gift of $250 from Mr. Lowell H. Baker, Spokane, for the University of Oregon Development Fund.

Republic Carloading and Distributing Company

Gift of $700 from the Republic Carloading & Distributing Company, Inc., New York, to be used for a scholarship to be awarded to an outstanding junior or senior student majoring in the field of traffic management and transportation in the School of Business Administration.

Various

Gifts totaling $1,360 from the following donors for scholarships:

- Max D. Tucker Estate $1,000.00
- Mr. and Mrs. Charles Cooley, Grants Pass 250.00
- East Oregonian, Pendleton 110.00

Homer D. Angell

Gift valued at $500 from the Hon. Homer D. Angell of his office files consisting of reports and correspondence from his term as U. S. Representative.

Vermiculite-Northwest, Inc.

Gift of $100 from Vermiculite-Northwest, Inc., Portland, to be added to the general Gift Fund of the University.

Research Corporation

Grant of $180 from the Research Corporation, New York for the continuation of a physics research project under the direction of Dr. E. G. Ebbighausen, Associate Professor of Physics.

Oregon State College

State Forest Research & Experi. Fund

Gift of $852 from the State Forest Research and Experimental Fund to the Agricultural Chemistry Department of the Experiment Station for research on possible use of sawdust for livestock feed.

Atomic Energy Commission

Additional grant of $6,988 from the Atomic Energy Commission to continue to December 31, 1955 the project "Intermediary Metabolism of Acids and Volatiles in Certain Fruits Using Isotopic Tracers", under the direction of Dr. B. E. Christensen, Professor of Chemistry.

Various

Gifts of power saw and equipment valued at $319.90 to the School of Forestry from the Homelite Corporation, the General Saw Corporation, and the Oregon Saw Chain Company, all of Portland.
Gifts totaling $2,775 from the following donors for scholarships:

- Crown Zellerbach Foundation, San Francisco $500.00
- Max D. Tucker Estate 1,000.00
- Watumull Foundation, Honolulu 250.00
- Fraternal Order of Eagles Memorial Foundation, South Bend, Indiana 200.00
- U. S. National Bank of Portland 575.00
- Nutrilite Foundation, Buena Park, California 250.00

Mrs. Mary E. S. Hilton
Gift of $500 from Mrs. Mary E. Snellstrom Hilton, Pebble Beach, California, to be added to the John R. Snellstrom Forestry Award fund.

Agricultural Research Foundation
Grant of $700 from the Agricultural Research Foundation to the Fish and Game Department of the Agricultural Experiment Station to cover November salaries for research assistants.

Sugar Research Foundation, Inc.
Grant of $2,000 from the Sugar Research Foundation, Inc., New York, to the Good Technology Department of the Experiment Station for continuation of the project "The Role of Sweetening Agents in Frozen Strawberries for Manufacture into Preserves, Ice Cream Flavor, and Toppings".

Bonneville Power Adminis.
Grant of $2,530 from the Bonneville Power Administration for tests on radio noise influence to be conducted by the School of Engineering.

U.S. Office of Naval Research
Additional grant of $3,500 from the U. S. Office of Naval Research for continuation to November 30, 1956 of research in the field of magnetic study of color centers in alkali halides, under the direction of Dr. Allen Scott, Associate Professor of Chemistry.

Jean Jack
Gift of $150 from Col. Jean Jack, Alabama, to the Department of Chemistry to be used at the discretion of the Department Head.

Medical School

Mrs. Philip Hart
Gift from Mrs. Philip Hart, Portland, of 20 shares of common stock of the Portland Gas and Coke Company, having a market value of about $460. The gift is for the benefit of the Doernbecher Memorial Hospital for Children. Stock, so long as held, will be considered to be part of the Philip Hart Hospital Funds, and if sold the proceeds will be made available for current use by the hospital.

Medical Research Foundation
Grants totaling $2,310 from the Medical Research Foundation, Portland, to be used as follows:

1. $1,560 to purchase equipment to be used in the study of plasma proteins to be conducted by Dr. Roy L. Swank, Professor and Head of the Division of Neurology.

2. $750 for equipment to be used in research sponsored by the Foundation.
Gift of $500 from the Friendly-Rosenthal Foundation, Inc., Portland, to be used either as scholarships or loans to aid worthy medical students.

Gift of $100 from Mr. and Mrs. Fred G. Swensson, Portland, for use in the Department of Ophthalmology, under the direction of Dr. Kenneth C. Swan, Professor and Head of the Department.

Gift of $2,500 from Mrs. Helen H. Watzek, Portland, for the purchase of books and periodicals for the Medical School Library.

Gift of $200 from the Citizens of Drain, Oregon, to be used for research in brain cancer.

Bequest of $800 in cash and title to one-half interest in real property appraised at $1,100 from the estate of Quay W. Martin, Portland, for the unrestricted use of Doernbecher Memorial Hospital for Children.

Grant of $3,708 from the U. S. Department of Army, Office of Surgeon General, for a research project entitled "The Influence of Bronchial Tree Structure upon Ventilation in the Lung", under the direction of Dr. Benjamin B. Ross, Instructor in Physiology.

Gift of $980.77 from the Vierani Family Fund, Portland, to be used to purchase special drugs, orthopedic appliances and other medical items for indigent patients in the Outpatient Clinic.

Bequest of $13,038.97 from the estate of Mrs. Verle Fawcett, Portland, to be used for cancer research.

Bequest of $2,500 from the estate of Zida Alice Goldsmith, Portland, to be used for research as authorized by the Dean of the Medical School.

Grant of $3,000 from the Upjohn Company, Kalamazoo, Michigan, for research in the Department of Dermatology under the direction of Dr. Aaron Bunsen Lerner, Associate Professor of Dermatology.

Eastern Oregon College of Education

Bequest of $832.72 from the estate of Elma Monroe and Otis S. Monroe to establish the "Elma Monroe and Otis S. Monroe Student Loan Fund" at Eastern Oregon College of Education.

Gifts totaling $1,140 from the following donors for scholarships:

- Standard Oil Company of California, Spokane $800.00
- P. E. O., Chapter I, La Grande 100.00
- Dr. and Mrs. C. E. Branner, La Grande 240.00
Portland State Extension Center

Various

Gifts totaling $204.03 from various donors to the Portland State Extension Center Student Loan Fund.

FINANCE

Transfer to Festival of Arts, UO

The Board approved the transfer of $2,000 from the University Institutional Reserve to the Festival of Arts account to provide funds to cover general costs of the Festival to be held on the campus during the spring term. Other costs of the Festival will be absorbed by various departments participating in the programs. The program, which will be similar to the Festival of Fine Arts program held on the campus two years ago, will bring to the campus lecturers on the arts, exhibits, dramatic and musical productions.

Transfer to Campus & Grounds, EOCE

The Board approved the transfer of $2,500 from the Institutional Reserve to the Campus and Grounds budget to cover the cost of fencing around the physical education fields and other campus and grounds needs.


To cover costs growing out of increased enrolment in various General Extension Division departments and to avoid budget overdrafts, the Board approved the transfer of $19,307 from the Institutional Reserve to the following departments:

- Correspondence Study: To provide additional assistance on wage basis ($4,200) and needed materials and supplies ($1,800).

- General Extension Library: To provide a half-time clerical assistant to care for increased use of visual aids by classes.

- Supply and Duplicating Department: To provide additional student help on an hourly basis.

- Physical Plant: To provide added half-time janitor.

- Equipment for Portland State Day Classes:
  - Physics laboratories $3,000;
  - Art Department - $1,200.

- Secretarial Pool: To provide additional part-time assistance for various departments.

- Dean's Office: To cover the cost of a workshop in rehabilitation work for nurses - $420; to provide a student assistant for Manager of Information Services - $1,200; and to purchase materials required because of increased activity and enrolment - $1,080.

$19,307.00
The Board approved the transfer of funds aggregating $3,200 from the Institutional Reserve to the following accounts:

Diplomas and Certificates: To provide for a larger number of graduates consisting mainly of Cooperative Joint-Degree students. $150.00

Building Repairs: To provide a fuel shed and conveyor cover; to install acoustical ceiling, sand and finish floors, and paint auditorium. 1,900.00

Campus and Grounds: To provide additional wages for care of expanded physical education field. 800.00

Telephone Exchange: To provide additional switchboard service. 350.00

$3,200.00

The Board approved the transfer of $2,000 from the Board's Unappropriated Fund to the budget of the Engineering Experiment Station, materials and expense. This transfer is to restore to the Engineering Experiment Station budget an amount obligated for uncompleted research projects which should have been protected and carried forward into the 1954-55 budget when the records were closed for year 1953-54, but which was inadvertently omitted from the list of unpaid obligations. The amount of $2,000, which reverted to the Board's general funds at June 30, 1954, is now needed to cover costs in engineering research projects which were incurred during the summer of 1954 with the expectation that the balance would be carried forward.

The Board approved budget transfers as follows to provide for needed equipment purchases in the aggregate amount of $9,278.83 to be provided from departmental budget savings:

From: Biology $100.00
Economics 2,600.00
History 1,175.00
Political Science 945.00
Speech 4,458.23

To: General Library $3,700.00
Architecture & Allied Arts 843.83
Business Administration 1,000.00
Biology 491.00
Chemistry 762.00
Geology & Geography 350.00
Mathematics 552.00
Psychology 1,200.00
Religion 70.00
Speech 310.00

$9,278.83
The Board approved the establishment of a special restricted fund budget in the amount of $5,950 to cover the cost of a real estate education program directed toward the practitioners in the field, such program to be sponsored jointly by the University School of Business Administration, the Oregon Real Estate Board, the American Institute of Real Estate Appraisers, and the Oregon Real Estate Department. The program is to be held on the University campus February 21 through March 4, 1955, and it is estimated that registration fees from some seventy practitioners will be sufficient to cover all expenses and leave a reserve for future activities in the field of real estate education.

PERSONNEL

The Board approved the following personnel adjustments at the University of Oregon, the necessary funds being provided in the 1954-55 budget:

W. S. Thompson, Appointment
Appointment of Dr. Warren S. Thompson as Visiting Professor of Sociology for the 1954-55 winter term only, at a salary of $3,000 for the term, with funds to be provided from the Carnegie Social Science Gift Fund.

W. A. Brooksbys, Appointment
Appointment of Dr. W. A. Brooksbys to the staff of the University Student Health Service as Assistant University Physician, with rank of Assistant Professor, effective January 10, 1955, for part-time service of approximately four hours per week, with his entire salary for this service to be paid by the State Board of Health through the office of the Lane County Health Officer. Dr. Brooksbys will provide medical services to students referred to him by the Health Service physicians.

The Board approved the following personnel adjustments at Oregon State College, the necessary funds being provided in the 1954-55 budget:

Ray Roberts, Courtesy Appt.
Courtesy Appointment of Mr. Ray Roberts as Professor of Soils. Mr. Roberts is an employee of the U. S. Department of Agriculture stationed in the Soils Department of Oregon State College.

W. G. Nibler, Promotion & Transfer
Promotion and transfer to a budgeted position of Mr. W. G. Nibler from Specialist in Farm Crops at a salary of $6,600 to State Extension Agent (4-H Club) at a salary of $6,900, effective January 1, 1955, with no change in rank, tenure or term of service; salary funds released in Farm Crops Department of the Extension Service to be used for a replacement appointment; funds released in 4-H Club work because of late appointment to be transferred to the Extension Director's Reserve.

Helen Chandler, Salary Increase
Increase in salary effective January 1, 1955 for Miss Helen Chandler, Extension Agent in Home Economics in Douglas County, from an annual rate of $4,704 to $5,208; salary funds required are to be provided from the Extension Director's Reserve. The Home Economics Extension Service considers Miss Chandler one of their best women agents, and this recommended increase is to retain her services over a considerably higher offer for similar work in another state.
Esther Taskerud, Salary Increase

Increase in responsibilities and corresponding increase in salary for Miss Esther Taskerud, State Extension Agent (4-H Club) with rank of Associate Professor; her present annual salary is $6,960. Miss Taskerud has been offered a position with the National 4-H Club Congress to do work on a national level. To retain her in the State System and to recognize her extensive interests and abilities, it is recommended that, effective January 1, 1955, Miss Taskerud's responsibilities be extended to cover all phases of Extension work in one of the established supervisory districts and that her annual salary be increased to $7,260; salary funds required will be provided from the Extension Director's Reserve.

R. W. Mounteer, Temporary Reappointment

Temporary Reappointment for three months during the winter term of Mr. Robert W. Mounteer as Instructor in Forestry at $400 per month, or $1,200 for the term, to be provided from salary funds now in the Forestry budget. Mr. Mounteer's services are required as a result of the transfer of Professor McCulloch to the position of Dean of Forestry following the resignation of Dean Dunn; and

R. M. Malcolm, Appointment

Appointment of Mr. Robert MacKinnon Malcolm as Assistant Professor of Forest Management, yearly tenure, 10-months' service, at a salary rate of $4,600 effective March 28, 1955; $1,533.33 salary funds required are in the Forestry budget. Mr. Malcolm is considered to be a permanent replacement for Dr. McCulloch in the Forest Management Department.

Mary Beth Minden, Sabbatical Leave

Sabbatical leave on half salary for Miss Mary Beth Minden, Specialist in Home Management with rank of Associate Professor, for the period January 17, 1955 to January 16, 1956, for advanced study at Purdue University in fields related to Home Management and Family Economics; salary funds released are to be retained for employment of substitute service.

D. D. Bolinger, Transfer to Kasettsart Program

Transfer of Dr. Duis D. Bolinger, Associate Professor of Physics, to Bangkok, Thailand, to participate in the Oregon State College-Kasettsart University Program, effective December 19, 1954, at a base salary of $7,437.50 for 12-months' service, plus 20 per cent overseas differential while he is in Thailand; his salary to be provided from the Kasettsart-Foreign Operations Administration contract funds. Salary funds released in the Department of Physics to be used for replacement appointment.

M. C. Parker, Appointment

Appointment to a budgeted position (vice Dr. C. E. Allen, resigned) of Dr. M. C. Parker as Assistant Agronomist with rank of Assistant Professor in the Farm Crops Department, yearly tenure, 12-months' service, at a salary rate of $5,604, effective January 1, 1955.

J. T. Elings, Resignation

Resignation of Mr. James T. Elings, Extension Specialist in Animal Husbandry with rank of Associate Professor, effective December 31, 1954, to accept a position with the California Extension Service at a marked increase in salary. Salary funds released to be used for employment of a replacement.
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Florence Hupprich, Assistant Professor of Physical Education, at a salary of $1,393.33 for the term; salary funds are provided in the budget for this position.

C. E. Skinner, Assistant Physician in the Student Health Service, effective December 31, 1954, because of illness; salary funds released to be used to employ a replacement.

Appointment to a budgeted position (vice Doris Brodersen, Instructor, resigned) of Miss Marjorie Clifford as County Extension Agent (Home Economics) in Lincoln County, with rank of Assistant Professor, yearly tenure, 12-months' service at an annual salary of $4,800, effective January 24, 1955; additional funds required because of appointment at a higher-than-budgeted rank and salary to be provided from the Extension Director's Reserve.

Appointment to a budgeted position (vice Janet Taylor, resigned) of Miss Mary Routh as Extension Clothing Specialist with rank of Associate Professor, yearly tenure, 12-months' service, at an annual salary of $6,504, effective January 15, 1955; additional funds required because of appointment at a higher-than-budgeted salary to be provided from the Extension Director's Reserve.

The Board approved the following personnel adjustments at the Medical School, the necessary funds being provided in the 1954-55 budget:

Increase in annual salary for Dr. Robert F. Labbe, Instructor in Biochemistry, from $6,000 to $6,500, effective January 1, 1955, on the basis of demonstrated capability since his appointment in May of 1953; additional funds required are provided in the Public Health Service grant under which Dr. Labbe is employed.

Increase in salary for Miss Margaret C. Schropp, Research Assistant in Pediatrics, from $3,600 to $3,840, effective January 1, 1955, with funds to be provided from the Whitney Foundation Research grant. Since her appointment on a provisional basis in September of 1954, Miss Schropp has rapidly shown her value as a research worker capable of handling increased responsibilities.

Military leave effective January 1, 1955 for Dr. Louis H. Frische, Assistant Professor of Radiology; and

Replacement appointment of Dr. Clifford V. Allen as Instructor in Radiology, yearly tenure, 12-months' service, at a salary rate of $9,000, effective January 16, 1955; salary funds released by appointment at a lower-than-budgeted rate to be retained in wage budget for employment of assistance on an hourly basis.
The Board approved the following personnel adjustment at the Dental School of the University of Oregon, the necessary funds being provided in the 1954-55 budget:

V. S. Weber, Return from Military Leave

Return from military leave of Dr. Vinson M. Weber, Associate Professor of Dentistry and Head of the Department of Postgraduate Education, effective January 12, 1955, at a salary rate of $4,680 for 60 per cent service; funds are provided in the budget for this position.

The Board approved the following personnel adjustments at Portland State Extension Center, the necessary funds being provided in the 1954-55 budget:

Jennelle Moorhead, Sabbatical Leave

Sabbatical leave on full salary for the spring term 1954-55 (March 19 to June 11, 1955) for Mrs. Jennelle Moorhead, Associate Professor of Health Education, General Extension Division. Mrs. Moorhead plans to study the health education programs in the public schools and in teacher training institutions in Japan, Thailand, India, Iraq, Pakistan, Lebanon and Turkey, and to observe similar programs in Europe enroute home. This trip is being planned for Mrs. Moorhead by the Public Health Advisor for the United States Technical Missions under the Point Four program, but is to be financed through personal funds. Arrangements have been made to handle Mrs. Moorhead's spring-term assignment without additional cost.

P. W. Janney, Retired

Retirement effective December 31, 1954, for Mr. Philip W. Janney, Professor of Business Administration; Mr. Janney has requested retirement at this time because of ill health; he has had thirty-three years of service in the General Extension Division. Salary funds released to be transferred to wages to employ substitute assistance.

ADJOURNMENT

The meeting adjourned at 10:40 AM.

R. E. J. Kleinsorge, President

John R. Richards, Secretary