MEETING #245-1  A regular meeting of the State Board of Higher Education was held at the Benson Hotel, Portland, Oregon, on December 13, 1955.

ROLL CALL  The meeting was called to order at 10:00 AM by the President of the Board, Dr. R. E. Kleinsorge, and on roll call the following answered present:

Mr. Henry F. Cabell  Mr. Herman Oliver
Mr. A. S. Grant  Mr. Wm. E. Walsh
Mrs. Cheryl S. MacNaughton  Dr. R. E. Kleinsorge
Mr. Bernard Mainwaring

Absent: Mr. Leif S. Finseth, Mr. Chas. R. Holloway, Jr.

There were also present: Dr. John R. Richards, Chancellor; Dr. Earl M. Pallett, Secretary; President A. L. Strand of Oregon State College; President O. M. Wilson of the University of Oregon; President R. E. Lieuallen of Oregon College of Education; President Frank B. Bennett of Eastern Oregon College of Education; President E. N. Stevenson of Southern Oregon College of Education; President J. R. Cramer of Portland State College; Dean H. J. Noyes of the Dental School of the University of Oregon; Dean P. G. Hoffman of the General Extension Division; Dean E. J. Lemon of Oregon State College; Dr. Errett Hummel, Assistant to the President, Portland State College; Mr. W. A. Zimmerman, Executive Secretary and Business Manager, University of Oregon Medical School; Mr. Ellis Stebbins, Business Manager, Oregon College of Education; Mr. Don Larson, Assistant to the Dean, General Extension Division; Comptroller and Bursar H. A. Bork; Budget Director R. L. Collins; Assistant to the Chancellor Travis Cross.

RE ABSENCES  Mr. Finseth was absent because of pressure of business; Mr. Holloway, who was in attendance at the Committee meetings on Monday, was out of the State on business.

MINUTES APPROVED  The Board voted to dispense with the reading of the minutes of the last regular meeting held on October 25, 1955, and approved the minutes as they appear in the docket.

BUILDING COMMITTEE REPORT  Mr. Wm. E. Walsh, Acting Chairman of the Building Committee, reported as follows:

"President Cramer and Architect George Wallmann reported to the Committee on the projected construction of a Student Center Building as embodied in three pages of floor plans identified as "Scheme E" to be undertaken in the second block to the south of the existing main building. It was stated that an over-all scheme was developed for a proposed building which will eventually cover the entire block, including the proposed first unit of the Student Center which will occupy a portion thereof. In preparing the plans for the first
unit of a Student Center it is necessary to provide the most essential basic facilities and permit expansion from time to time of the Student Center areas. Scheme E insofar as it pertains to the first unit of the Student Center contemplates construction which will provide for three stories facing the Park blocks and two stories facing Broadway Street.

"It was indicated that the proposed first unit of the Student Center, involving a total project cost of $1,000,000, will provide about 50,000 square feet of floor space. It was also mentioned that in view of the necessity of designing the first unit so as to allow for future expansion that areas will be included which probably will not be finished until additional funds are available.

"It was also indicated that the previously approved financial program for the project does not provide funds for parking for patrons of the first unit of the Student Center. President Cramer, with the approval of the Chancellor, recommends that the architects be authorized to proceed with the preparation of preliminary plans for the first unit of the Student Center, the total cost of which is not to exceed $1,000,000.

"The Committee recommends that appropriate authorization be given to the architects to proceed with the preparation of preliminary plans for the first unit of the Student Center Building with payment for services to come from Student Building Fees."

The Board accepted the report and approved the Committee's recommendation.

Mr. Walsh continued:

Preliminary Plans Physics-Chemistry Bldg. Approved, OSC; Resolution for Federal Government Adopted

"Architect Wyman Bear and Oregon State College officials presented preliminary plans for the proposed Physics-Chemistry Building at the State College for which preliminary planning funds are being provided by the Federal government. The plans for the building contemplate a five-story structure with a total area of 77,332 square feet, and the total cost of the building completely equipped based on present construction costs, is estimated to be $1,500,000.

"The plans presented for the building also indicate that there is to be a future expansion thereto involving an extension which tentatively it is estimated will involve about 105,000 square feet.

"The Committee recommends the acceptance of the preliminary plans for the first unit of the Physics-Chemistry Building, and to meet requirements of the Federal government also recommends the approval of the resolution which follows:
RESOLUTION APPROVING THE COMPLETED PRELIMINARY PLANNING REPORT WITH AN ADVANCE FROM THE UNITED STATES OF AMERICA FOR A PHYSICS- CHEMISTRY BUILDING, OREGON STATE COLLEGE, UNDER THE TERMS OF PUBLIC LAW 560, 83rd CONGRESS OF THE UNITED STATES, APPROVED AUGUST 2, 1954.

WHEREAS, the Oregon State Board of Higher Education on behalf of Oregon State College accepted an offer from the United States Government for an advance for preliminary plan preparation of a public work described as a Physics-Chemistry Building, Oregon State College; and

WHEREAS, Burns, Bear, McNeil and Schneider, Architects, were engaged to prepare a preliminary planning report for the aforesaid public work, and said architects have completed the report and submitted it for approval; and

WHEREAS, the completed preliminary planning report has been carefully studied and is considered to comprise adequate preliminary planning of the public work essential to the community and within the financial ability of the Oregon State Board of Higher Education on behalf of Oregon State College to construct;

NOW, THEREFORE, be it resolved by the Oregon State Board of Higher Education, the governing body of said applicant, that the planning report submitted by Burns, Bear, McNeil and Schneider, Architects, as the basis for detailed planning and construction of the Physics-Chemistry Building, Oregon State College, dated December 7, 1955, in connection with Housing and Home Finance Agency Project No. Oregon 35-P-3004 be and the same is hereby approved; and that certified copies of this resolution be filed with the Housing and Home Finance Agency as a part of the preliminary planning report."

The Board accepted the report approving the preliminary plans for the first unit of the Physics-Chemistry Building at Oregon State College, and on roll call vote unanimously adopted the above resolution.

Mr. Walsh continued:

"President Strand described the great need for a proposed second new dormitory for men in addition to the proposed new dormitory for which final plans are now being prepared. He indicated that funds for the project totaling about $1,200,000 would involve acquisition of most of the money from the sale of bonds. President Strand also stated that a tentative program had been formulated which would meet the established financial standards of the Board in connection with bond issues but that this plan would require not only the use of both dormitory net income but also student building fees. He recommended, with the approval of the Chancellor, that preliminary plans be prepared for a dormitory which will house approximately 300 men and which will also provide dining facilities. The architectural
work is to be undertaken by Burns, Bear, McNeil and Schneider with a fee payment of 5 per cent for direct services, which fee includes 1 per cent for preparing preliminary plans; and in addition reimbursement is to be made for the cost of engineering services but not to exceed 1/2 of 1 per cent of the direct cost of construction. The funds for the cost of the preliminary planning are to be provided from dormitory operating balances.

"The Committee recommends the adoption of the proposal of President Strand and that the appropriate Board officers be authorized to enter into a contract with the architects. However, the Committee makes no commitment on the use of student building fees for dormitory construction or on the priority of this project in comparison to other projects that may be submitted at a later date."

The Board adopted the report of the Committee as presented.

Mr. Walsh continued:

"President Strand outlined a program which contemplated the construction of 60 student apartments at a total cost of about $375,000 to be financed for the most part by the sale of bonds. He indicated that a tentative financial program had been developed which met the financial requirements of the Board relative to establishing and maintaining a sinking fund, and expected adequate income to meet the requirements for payment of interest and principal. With the approval of the Chancellor, President Strand recommended the employment of Architect C. E. Jeppsen to prepare preliminary plans, the cost of which is to be financed from balances in the existing apartments rental account. Authorization is also to be given the Comptroller to negotiate with the architect for a basis of payment for professional services and appropriate Board officers are to be authorized to enter into a contract with the architect.

"The Building Committee, with the concurrence of the Finance Committee, approved the recommendations indicated above, it being understood that approval is not being given at this time to the proposed financial program which is to be formulated and presented at the time the preliminary plans are presented for approval."

The Board adopted the report and approved the recommendations as presented.

Mr. Walsh continued:

"President Stevenson presented to the Committee a request that Architect Howard C. Perrin of Klamath Falls be employed to prepare preliminary plans for a men's dormitory housing 125 persons and a commons or dining area which could serve both men and women up to a total of 400 persons. He requested authorization to employ the architect on the basis of 5 per cent for direct services, which fee
includes 1 per cent for preparing preliminary plans; and in addition reimbursement is to be made for the cost of engineering services but not to exceed 1/2 of 1 per cent of the direct cost of construction. The cost of preliminary plans are to be provided from dormitory operating balances. He stated that the cost of the dormitory was expected to be approximately $300,000 and the cost of the commons to be approximately $200,000, or a total of $500,000 which was to be provided from the sale of bonds. The Comptroller stated that a detailed financial program had not been prepared at the present time but that a preliminary review indicated the possibility of providing for repayment of the loan and interest on such a bond issue from dormitory earnings and student fees subject to increased charges.

"The Committee recommends that the appropriate Board officers be authorized to enter into a contract with Mr. Howard C. Perrin as architect in accordance with the terms outlined above, and that he be authorized to proceed with preliminary plans for structures to cost not more than $500,000."

The Board adopted the report and recommendation as presented.

Mr. Walsh continued:

All-Campus Heating Survey Authorized, OCE

"President Lieuallen reported on a preliminary study of the heating facilities at Oregon College of Education which was made by Engineer W. Bruce Morrison, calling attention particularly to the need for expansion of these facilities because of the completion of the swimming pool and completion in the near future of the new dormitory. The study indicates that the demand on the heating plants by the addition of these two buildings will be 40 per cent in excess of the normal rated capacity, thereby causing abnormal operating costs in order to meet the heating requirements of the campus. The Engineer has indicated that improvements to the existing plant, including provision for two new boilers, would eliminate the overload situation, provide for standby and take care of whatever buildings might be erected within the near future for an outlay of about $120,000; and in order to eliminate only the overload situation and provide heating for the two new buildings but not provide standby or extra capacity for any new buildings would require an outlay of $75,000.

"In view of the campus development plans now under way at OCE and the fact that the existing heating plant is about 44 years of age, President Lieuallen with the approval of the Chancellor recommends that Engineer W. Bruce Morrison be employed to make a study of the entire heating situation at OCE to determine if improvements should be made to the existing plant or if some other solution to the problem should be made, and requests an appropriation of $500.00 from Board's unrestricted funds for such a study."
"The Committee, with the concurrence of the Finance Committee, recommends that $500.00 be provided from the Board's unappropriated funds for the purpose of making the study."

The Board approved the report of the Committee.

Mr. Walsh continued:

Architecture & Allied Arts Building Named "Ellis F. Lawrence Hall", UO

"President Wilson stated that careful consideration had been given by various interested groups on and off the campus to the question of a name for the new School of Architecture and Allied Arts Building. He indicated that there was common agreement that the building should be named for Mr. Ellis F. Lawrence, the first Dean of the School of Architecture and Allied Arts.

"Dean Lawrence was selected in 1914 to organize and head the new School of Architecture and served as dean of the school until his death in 1946. He was also a practicing architect, and many of the buildings on the campus of the University of Oregon are examples of his work.

"In view of the common agreement, President Wilson recommended that the new building for the School of Architecture and Allied Arts be named 'Ellis F. Lawrence Hall'. The Building Committee concurs in this recommendation."

The Board approved the recommendation.

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

Building Committee Authorized to Inspect and Accept Medical School Bldg.

"Dr. Holman reported that the new hospital building was substantially completed except for several small areas where a minor amount of work remained to be done. In order to assure the availability of the completed areas to the Medical School as soon as possible, he requested, with the approval of the Chancellor, that the Building Committee of the Board be authorized to inspect and accept the building on behalf of the Board in advance of the phasing-in program which will begin on January 1, 1956.

"The Committee recommends that the request be approved and that the Building Committee be authorized to act for the Board in accepting the building prior to January 1, 1956."

The Board accepted the report and authorized the Building Committee to inspect and accept the Medical School Building; the inspection date was scheduled for December 28, 1955, at 10:00 AM.
Mr. Henry F. Cabell, Chairman of the Finance Committee, reported as follows:

"The Chancellor called the attention of the Committee to U. S. Senate Bill No. 680 to be re-introduced by Senator Barrett of Wyoming at the next session of Congress. He indicated that President Humphrey of the University of Wyoming had suggested support for the passage of this bill. The bill provides that the Federal government will retain the title to the surface of the public lands in Wyoming and in the Western states and territories, but that the minerals and mineral rights and royalties are transferred to the states for the benefit of public schools or other public educational institutions, public roads, and such other purposes as the state legislatures may direct. The bill further provides that 10 per cent of the receipts shall be retained by the Federal government and that 90 per cent of the receipts shall be turned over to the states or territories in which the leased lands or deposits are or were located. Each owner of surface land, in cases where the Federal government retained mineral rights, is to be paid out of funds received by the state per cent of such oil, gas, and other hydrocarbons that are produced and payments of such proportion of other materials as may be determined by such state or territory to be justifiable and proper.

"The Committee recommends that the matter be studied in more detail by the Chancellor's office and that a report be presented at a later date."

The Board adopted the report of the Committee.

Mr. Cabell continued:

1956 Summer Session Budget Approved

"The proposed budgets for the 1956 summer sessions were presented yesterday. The budgets as proposed aggregate $507,206 with $359,447, or 70 per cent, estimated to be provided from student fee income and $147,759 to be provided from the Board's general funds. This total includes the continuation of the $25,000 summer session contingency reserve. The total recommended summer session budgets exceed the budgets approved for the 1955 summer sessions by $57,789, the increase consisting of the following:

Salary adjustments to correspond to adjustments provided for teaching staff during school year 1955-56 $10,750.00

Increase from estimated student fee income to care for estimated increase in enrolment 27,039.00

Estimated increase to be allocated for self-sustaining workshops and conferences expected to develop after the summer session budgets are approved 20,000.00

Total proposed budget increases $57,789.00
"Of the above, the amount of $47,039 represents estimated increases in student fee income above the total budget level approved by the 1955 Legislature. The use of this additional fee income will require special approval by the Governor. The estimated student enrolments and the proposed budgets for each institution are as follows:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Estimated Enrolments</th>
<th>Estimated Student Fees</th>
<th>Board Funds</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Oregon</td>
<td>1,963</td>
<td>$91,546</td>
<td>$52,158</td>
<td>$143,704</td>
</tr>
<tr>
<td>Oregon State College</td>
<td>1,226</td>
<td>61,700</td>
<td>44,892</td>
<td>106,592</td>
</tr>
<tr>
<td>Portland Session, Gen. Ext. Div.</td>
<td>2,143</td>
<td>104,065</td>
<td>6,338</td>
<td>110,403</td>
</tr>
<tr>
<td>Oregon College of Education</td>
<td>759</td>
<td>35,741</td>
<td>7,098</td>
<td>42,839</td>
</tr>
<tr>
<td>Southern Oregon College of Education</td>
<td>643</td>
<td>27,715</td>
<td>6,118</td>
<td>33,833</td>
</tr>
<tr>
<td>Eastern Oregon College of Education</td>
<td>403</td>
<td>18,680</td>
<td>6,155</td>
<td>24,835</td>
</tr>
<tr>
<td>Self-Sustaining Workshops</td>
<td>700</td>
<td>20,000</td>
<td>-</td>
<td>20,000</td>
</tr>
<tr>
<td>Contingency Reserve</td>
<td>-</td>
<td>-</td>
<td>25,000</td>
<td>25,000</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>7,837</strong></td>
<td><strong>$359,447</strong></td>
<td><strong>$147,759</strong></td>
<td><strong>$507,206</strong></td>
</tr>
</tbody>
</table>

"The Finance Committee recommends approval of the 1956 summer session budgets as presented by the Chancellor and also recommends that he be authorized to request approval from the Governor for the use of $47,039 in estimated fee income above the budget level approved by the 1955 Legislature."

The Board adopted the report and approved the 1956 Summer Session budget as presented.

Mr. Henry F. Gabell, Chairman of the Medical Education Committee, reported as follows:

"The Chancellor called on Dr. Charles N. Holman to bring to the attention of the Board the new appointments that recently have been announced by Dean Baird of the Medical School. Dr. Holman reported that the Dean and the Chairman of the Board of County Commissioners, Mr. M. James Gleason, had jointly announced the appointment of Dr. Jarvis Gould as Administrator of Multnomah Hospital. He stated that Dr. Gould had been named Assistant Medical Director of Hospitals and Clinics in 1950 and will retain this position as well as the new one. He stated that he, Dr. Holman, will serve as Medical Director and Administrator of Hospitals and will continue as Medical Director of Multnomah Hospital, the University Tuberculosis Hospital, Doernbecher Hospital and the Outpatient Clinic.

"The Chancellor explained that he was having this presented to the Committee as a matter of information."
Mr. Cabell concluded the Medical Education Committee report with the following:

"Dr. Charles N. Holman informed the Committee that the phasing-in program for the operation of the Teaching Hospital will begin on January 1, 1956 on a gradual basis to allow for last-minute construction problems. He indicated that the children's unit will be the first to go into operation and that the other floors will be brought into use over a period of several months until the entire hospital is in operation.

"The Chancellor indicated that this statement was presented merely as a matter of information."

President Kleinsorge reminded the Building Committee and other members of the Board that the inspection of the new Medical School Teaching Hospital will take place Wednesday, December 28, 1955, at 10:00 AM. He then announced that the next meeting of the Board is scheduled for January 23 and 24, 1956.

The Chancellor introduced his progress report on the 1957-1959 building program of the State Board of Higher Education as follows:

"In the spring of 1952 and again in 1954, the Board was presented with and adopted a six-year building program, the main purpose of which was to make specific the capital outlay requirements to go before the up-coming legislative sessions. The institutional executives and the Board's officials are now beginning the extensive studies which will result in detailed construction plans for 1957 through 1963.

"The critical building needs already apparent to us make it essential, I believe, to present a forecast to Board members at this time. The purpose of this is to keep Board members immediately informed and, to the extent possible, to alert the citizenry of the State to the physical-facilities problems that face us all. While our main shortage of the next years is to be in the area of qualified teaching staff, a second vexing shortage is bound to exist in working and living spaces. To meet this situation, foresight is important because a three-year lag exists between the request for a building and its quickest availability for use.

"In our previously announced three-biennium building program we specified a need for $7,840,000 for 1955-1957 and for $5,625,000 for 1957-1959; a four-year total of $13,465,000. About four million dollars were appropriated, leaving a need under the previous analysis for an additional nine and a half million dollars by 1959, to be requested of the next Legislature.

"Principally because of three new factors in the situation, it is already apparent that our request will become larger than this. The first is the larger-than-estimated increases in our enrollments, the second is the increase in building costs, and the third is the
enforced delay in our dormitory building program stemming from budget
cuts of the last Legislature.

"My listing of the building projects needed in 1957-1959, based
upon the best information we have at present is given on the
accompanying sheet. The total appropriation indicated is for
$13,576,500 of which $1,666,000 would be for one-half the cost of
one new dormitory in each of four institutions.

"Modesty continues to mark our aspirations for dormitories. We
aspire to none for Portland State College and plan to house sub-
stantially less than half the students on the other campuses. We
must face the fact that the cities in which our colleges are located,
except Portland, are rapidly becoming saturated in respect to their
capability for providing rooms in houses and student apartments.

"The building program before you is a tentative determination and is
subject to change as studies by the institutions and your staff go
forward, but the essential outline and degree of the need are
already clear. The information is presented to you at this time so
that all may be informed of the urgency. It is to be hoped that the
State will be enabled, by the time of the next legislative session,
to develop a program which assures enough income to State government
to provide for the basic and constantly increasing needs in public
higher education."

Following is the building list which accompanied the Chancellor's
report:

### TENTATIVE STATE BUILDING FUND REQUESTS OF 1957 LEGISLATURE

<table>
<thead>
<tr>
<th>University of Oregon</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Education Building Addition</td>
<td>$391,000</td>
</tr>
<tr>
<td>Administration Wing Addition</td>
<td>827,750</td>
</tr>
<tr>
<td>Armory</td>
<td>1,312,250</td>
</tr>
<tr>
<td>Addition to Condon and Chapman Halls</td>
<td>822,250</td>
</tr>
<tr>
<td>Dormitory (1/2 cost)</td>
<td>671,875</td>
</tr>
<tr>
<td>Heating Plant</td>
<td>316,250</td>
</tr>
<tr>
<td><strong>Total - University of Oregon</strong></td>
<td>$3,460,375</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Oregon State College</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Utility Tunnel (2nd Unit)</td>
<td>402,500</td>
</tr>
<tr>
<td>Physics Chemistry Building (1st Unit)</td>
<td>1,612,500</td>
</tr>
<tr>
<td>Agricultural Engineering Building</td>
<td>690,000</td>
</tr>
<tr>
<td>Home Management</td>
<td>57,500</td>
</tr>
<tr>
<td>Dormitory (1/2 cost)</td>
<td>671,875</td>
</tr>
<tr>
<td>Mechanical Engineering Building</td>
<td>920,000</td>
</tr>
<tr>
<td>Agricultural and Biological Science Building (2nd Unit)</td>
<td>920,000</td>
</tr>
<tr>
<td>Utility Tunnel to New Dormitories</td>
<td>119,000</td>
</tr>
<tr>
<td><strong>Total - Oregon State College</strong></td>
<td>$5,389,375</td>
</tr>
</tbody>
</table>
Oregon College of Education

General Arts Building $287,500
Heating Plant Improvements 129,000

Total - Oregon College of Education $416,500

Southern Oregon College of Education

Heating Plant 304,750
Science Building 316,250
Dormitory (1/2 cost) 161,250

Total - Southern Oregon College of Education 782,250

Eastern Oregon College of Education

Physical Education Building, Men's Unit 575,000
Classroom Building 460,000
Heating Plant 204,250
Dormitory (1/2 cost) 161,250

Total - Eastern Oregon College of Education 1,400,500

University of Oregon Medical School

Extension of Steam Distribution System 57,500

Portland State College

Library, Classroom, Laboratory and Heating Buildings 2,070,000

TOTAL $13,576,500

The Chancellor emphasized that the above list is a tentative approach and that the needs of the institutions as now under analysis are somewhat different from the determination made two years ago. The detailed list will necessarily change as the study of building needs progresses. Briefly summarized, the current program calls for six projects at the University, eight at Oregon State College, two at Oregon College of Education, three at Southern Oregon College of Education, four at Eastern Oregon College of Education; it calls for a necessary and, in the long run, a money-saving steam distribution system at the Medical School; and for Portland State College it represents a substantial acceleration of the original program and includes the major classroom building already in the 1957-1959 program and moves up to that biennium the library project which the Board had approved for 1959-1961. The total estimated cost of all projects on the tentative program is $13,576,000.
At the conclusion of the Chancellor's statement, President Kleinsorge stressed the importance of the Board's thinking very seriously of the building needs of the System during the next biennium. In order to anticipate the needs, it is necessary to have a general outline of the requirements to meet the oncoming heavy increase in enrolment. He stated that he was glad the Chancellor brought the problem up this early so that thorough consideration could be given before the final program is brought in for approval in the spring of 1956.

Saturday Classes at Dental School

The Chancellor continued his report by informing the Board that up until this year the Dental School has offered special sections of some required courses on days other than Saturdays for students whose religious faith does not permit attendance at Saturday classes. The Dental School of the University of Oregon is one of the few dental schools in the United States that has made this special concession. However, because of scheduling difficulties and the added cost, the Dental School faculty decided that beginning this academic year they could no longer afford to offer duplicate sections and gave adequate notice through their bulletin, schedules and other material sent to all entering students. A number of members of the Seventh Day Adventist faith did enroll this September, and have protested Saturday classes. An arrangement has been worked out whereby these students, seven in number, will be in special sections for three different courses so that they will not have to attend Saturday classes this year. The Chancellor stated that he could not recommend that the arrangement be continued beyond this one year.

To substantiate the Dental School faculty's decision to discontinue the practice of excusing some students from Saturday classes, Dean Noyes stated that to schedule all class work in a five-day week provided a much too crowded schedule and greatly limited the amount of clinical experience the students could obtain because many patients come in on Saturdays. The Dental School has maintained rigid clinical experience requirements and would hesitate to change, principally because dentists are licensed immediately upon graduation and do not have to spend any time practicing under the direction of an experienced man. It was Dean Noyes' conclusion that the discontinuance of a Saturday schedule would work a great hardship on the majority of students. After a short discussion by the Board, the Chancellor indicated that the problem would possibly be brought before the Board for a hearing and determination this coming spring.

Emergency Board Releases

The Chancellor concluded his report with the announcement that on December 2, Board officials and three Board members appeared before the Emergency Board to request release of the $175,000 appropriation made by the 1957 Legislature for the purchase of Dental School equipment. The Emergency Board listened sympathetically to the request and unanimously voted to release the funds. Immediately afterward, Dean Noyes released his purchase orders so that the building could go ahead on schedule.
The Board 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 $3,440 from the following donors for scholarships:

- Active International, Portland
- Oregon Congress of Parent Teachers Associations, Portland
- Benson Polytechnic High School, Portland
- Ralph Smith Lumber Company, Camby, California
- Oregon State Elks Association, Tillamook
- Otis Hampton Scholarship, Pendleton
- North Bend Kiwanis Club
- Lane County B. League Principals Association, Blachly
- Oregon State College Foundation, South Santiam
- Educational & Research Project
- Delta Delta Delta Sorority, New York
- Roosevelt Parent Teachers Association, Portland
- General Motors Corporation, Detroit, Michigan
- Mu Phi Epsilon Alumnae, Eugene


R. F. Lane Gift of imprints and photostats valued at $300 illustrating the work of Giambattista Bodoni to the Library from Mr. Robert F. Lane, Long Island, New York, in honor of Robert Carr Hall, emeritus superintendent of the University Press.

Neil Brown Gifts of equipment valued at $400 from Mr. Neil Brown, Eugene, as follows:

1. Stainless steel distilled water still to the Chemistry Department.
2. Ore crusher to the Geology Department.
3. Muffle furnace to the Physics Department.
4. Basal Metabolism apparatus and colorimeter to the Biology Department.

Various for Real Estate Scholarships Gifts totaling $1,000 for scholarships for students in the Real Estate Field from the following donors:

- Oregon Real Estate Board
- Salem Board of Realtors
- Grabenhorst Brothers, Salem
- W. H. Ross, Portland
- Holbrook-Walstrom, Property Counselors, Portland

Various for Festival of Arts Gifts totaling $600 to provide a concert by the Hungarian String Quartet as one of the features of the University's Festival of Arts from the following donors:
Rosboro Lumber Company, Springfield $150.00
Mr. Harold R. Jones, Eugene 150.00
Giustina Veneer Company, Eugene 100.00
Mr. Mac M. McLean, Eugene 25.00
Timberlane Lumber Company, Eugene 25.00
Schaeser-Kux Lumber Company, Eugene 150.00

Alcoa Foundation
Grant of $3,900 from the Alcoa Foundation, Pittsburgh, Pennsylvania, to continue two graduate fellowships established last year in the Department of Chemistry; the grant includes stipends of $2,100 and $1,500 for the fellowships plus $300 for supplies.

U.S. Army Ordnance Corps
Grant of $8,047 from the U. S. Army, Ordnance Corps, to continue through October 14, 1956 the study pertaining to Aryl-Substituted Cycloalkanes under the direction of Dr. LeRoy H. Klemm, Assistant Professor of Chemistry.

U. S. Public Health Service
Grant of $5,172 from the U. S. Public Health Service for research on "Hereditary Jaundice in Peromyscus" under the direction of Dr. R. R. Huestis, Head of the Department of Biology, for the period January 1 through December 31, 1956.

U. S. International Cooperation Adminis- ration
Grant of $49,000 from the U. S. International Cooperation Administra- tion to continue for 1955-56 the cooperative educational program between the University and the Kingdom of Nepal.

Oregon State College
Gifts totaling $3,009.90 from the following donors for scholarships:

Kerns Company of Oregon, Ltd., Pilot Rock $400.00
St. Helens Branch of the American Association of University Women 100.00
Pacific Intermountain Express Company, Oakland, California 250.00
Senior High School Parent Teachers Association The Dalles 100.00
Albert F. Judd Scholarship Fund, Honolulu 100.00
Aero Club of Oregon, Portland 759.90
Oregon Congress of Parents and Teachers, Inc., Portland 1,300.00

Various for Floyd Hart Memorial Scholarship
Gifts totaling $2,490 from the following members of lumber and forestry interests to establish a memorial scholarship fund in the School of Forestry in memory of Mr. Floyd Hart, formerly of Medford:

Mt. Pitt Company, Medford $10.00
Mr. M. V. Johnston, Medford 25.00
Mr. Herbert Sampert, Medford 300.00
Mr. Bernard Nutting, Medford 500.00
Mr. George G. Moore, Medford 5.00
Mr. Ed. W. Pease, Medford 50.00
Kogap Lumber Industries, Medford 150.00
Trail Creek Lumber Co., Inc., Medford 100.00
Fir Milling & Flaring Co., Ashland 100.00
Robert Dollar Company, Glendale 250.00
Timber Products Company, Medford 1,000.00
Oregon Fish Commission  Grant of $300 from the Fish Commission of Oregon to the Seafoods Laboratory at Astoria to be used for planning and direction of research.

Agricultural Research Foundation  Grants totaling $2,353.87 from the Agricultural Research Foundation to the Fish & Game Department of the Agricultural Experiment Station to cover September and October wages for Field and Research Assistants.

Agricultural Research Foundation  Grant of $1,500 from the Agricultural Research Foundation to the Food Technology Department of the Agricultural Experiment Station to cover wages for food tasters and experimental materials for the research projects "Monosodium Glutamate in Green Beans" and "Flavor Evaluation of Fresh and Processed Insecticide-Treated Fruits and Vegetables."

E. L. Potter  Gift of two registered saddle horses of the American Quarterhorse type valued at $300 from Emeritus Professor E. L. Potter, Corvallis, to the Department of Animal Husbandry.

U.S. Office of Surgeon General  Grant of $15,800 from the U. S. Office of the Surgeon General for the continuation through August 31, 1956 of the research on "The Study of Short and Long Term Survival and Breeding Capacity of Rats Fed High Levels of Foodstuffs Sterilized by Ionizing Radiation", under the direction of Dr. E. C. Bubl, Assistant Professor of Agricultural Chemistry.

U.S. Bureau of Land Management  Grant of $2,000 from the U. S. Bureau of Land Management for the continuation through September 30, 1956 of the study on "The Use of India Mustard in Forest Land Rehabilitation in Western Oregon", under the direction of Dr. W. W. Chilcote, Assistant Professor of Botany.

U.S. Air Force  Grant of $29,586.66 from the U. S. Air Force Wright Air Development Center for research for the period September 15, 1955 through September 11, 1956 on "Integral Equations and Multivariate Interpolation, under the direction of Dr. A. T. Lonseth, Professor of Mathematics.

U.S. Bureau of Land Management  Grant of $2,000 from the U. S. Bureau of Land Management for additional research on the design and development of a tree-seed broadcaster and spotting tool, under the direction of the Department of Agricultural Engineering.

Medical School

U.S. Public Health Service  Grants totaling $54,192 from the U. S. Public Health Service to be used as follows:

1. $500 to cover expenses in connection with the research project "Cortical and Subcortical Connections of the Extrapyramidal Nervous System", under the direction of Dr. Donald T. Smith, Fellow in Neurology.
2. $25,000 for continuation of the training program in pathology under the direction of Dr. Warren C. Hunter, Professor and Head of the Department of Pathology.

3. $17,422 for a research project on "Purine Metabolism in Experimental Porphyria", under the direction of Dr. Robert A. Aldrich, Associate Professor of Pediatrics.

4. $11,270 for the purchase and installation of a sound-proof room for research under the direction of Dr. Archie R. Tunturi, Assistant Professor of Anatomy.

Oregon Heart Association Grants totaling $3,750.65 from the Oregon Heart Association, Portland, to be used as follows:

1. $500.65 to cover expenses of Dr. Ellen L. Talman, Instructor in Biochemistry, in connection with post doctoral training in radio-isotopic techniques at the Oak Ridge Institute of Nuclear Physics.

2. $3,250 to support research of the mechanism of 11B hydroxylation of adrenal steroids having therapeutic value in rheumatic fever, under the direction of Dr. Robert A. Aldrich, Associate Professor of Pediatrics.

Tillie Harris Estate Bequest of $497.05 which represents the balance due the Doernbecher Memorial Hospital from the estate of Miss Tillie Harris, Portland; the original bequest in the amount of $1,000 was accepted by the Board in March 1955.

Upjohn Company Grant of $1,200 from the Upjohn Company, Kalamazoo, Michigan, for studies on "percutaneous absorption of steroids" under the direction of Dr. T. B. Fitzpatrick, Professor and Head of the Division of Dermatology.

American Cancer Society Oregon Division Grant of $24,580 from the Oregon Division of the American Cancer Society to be used as follows:

1. $18,730 to instruction
2. $200 to Library
3. $2,000 to Bone Tumor registry
4. $2,000 to the Cytology Laboratory
5. $1,400 for two scholarships of $700 each for technicians in cytology.
6. $250 to purchase radon seeds or experimental medicines for the hospitals and clinics.

Pitman-Moore Company Grant of $1,200 from the Pitman-Moore Company, Indianapolis, Indiana, for research in pharmacology for studies to determine the efficacy of various drug combinations in lowering the blood pressure experimentally and clinically, under the direction of Dr. Norman A. David, Professor and Head of the Department of Pharmacology.
Quay Martin Estate
Bequest of $921.10 which represents the balance due the Doernbecher Memorial Hospital from the estate of Quay Martin, Portland; the original bequest of $800 was accepted in January 1955.

Lobby Tavern
Gift of $119.50 from the Lobby Tavern, Astoria, for the unrestricted use of Doernbecher Memorial Hospital.

Andrew Kerr Estate
Bequest of $10,000 from the estate of Andrew Kerr, Portland, to be divided equally between Doernbecher Memorial Hospital and the Medical School.

Alumnae Anonymous
Gift of $500 from Alumnae Anonymous for awards to outstanding students in the basic professional program in nursing, such awards to be based primarily on need.

M. E. Steinberg
Gift of $100 from Dr. Moses E. Steinberg, Portland for research in the Department of Physiology under the direction of Dr. John M. Brookhart, Professor and Department Head.

Dental School
Grant of $3,000 from the American Cancer Society, Oregon Division, to be used to pay for the operation of the Cancer Registry at the Dental School for the period September 1, 1955 through August 30, 1956.

Oregon College of Education
Gifts totaling $520 from the following donors for scholarships:

Elks Lodge No. 180, Astoria $100.00
OCE Alumni Association 300.00
Parent Teachers Association, Oakridge 120.00

Daughters of Union Veterans of Civil War, Astoria, gift of $100 to apply toward the loan fund established by that organization.

Various
Gift of $503 from various donors to establish the Sophia Barnum Memorial Loan Fund in memory of Mrs. Barnum who was on the staff of Oregon College of Education from 1929 to 1947.

Eastern Oregon College of Education
Gifts totaling $870 from various donors for scholarships:

La Grande Elks Club $600.00
Elgin Parent Teachers Association 150.00
Molalla City Council P.T.A. 120.00
Portland State College

Various

Gifts totaling $3,385 from various donors for scholarships:

- Delta Delta Delta Sorority $300.00
- Cleveland High School Dad's Club $400.00
- Cleveland High School Parent Teachers Association $100.00
- Mr. Arthur W. Reidel $100.00
- Soroptimist Club $250.00
- Roosevelt High School and Theo Chapter of National Honor Society $125.00
- Field Chevrolet Company $125.00
- Electric Club of Oregon $300.00
- Oregon City Senior High School $130.00
- Benson Polytechnic School $130.00
- Oregon Association of Colored Women's Clubs $100.00
- Associated Students, Washington High School $100.00
- Boy's League, Washington High School $100.00
- Franklin High School $275.00
- Multomah Kennel Club $250.00
- Scappoose Parent Teachers Association $100.00
- Horace A. Moses Fund $100.00
- Kerns Company of Oregon, Ltd. $400.00

J. F. Wheeler

Gift of a mineral collection valued at $1,000 from Mr. John F. Wheeler.

U. S. Office Naval Research

Grant of $6,423 from the U. S. Office of Naval Research for continuation of studies during the period of September 1, 1955 through August 31, 1956 on Host-Parasite Relationships.

General Extension Division

J. H. Pruett Estate

Bequest of astronomical equipment valued at approximately $745 from the estate of Dr. J. Hugh Pruett, Eugene.
In 1914, a basic memorandum of understanding was entered into between the Board of Regents of Oregon State College and the U.S. Department of Agriculture relative to the operation of Federal Cooperative Extension Division resulting from Federal legislation under the Smith-Lever Act. The form of said memorandum of understanding which was entered into by other land-grant institutions has been reviewed and modified by a committee representing the U.S. Department of Agriculture and land-grant universities and colleges. The revised memorandum of understanding does not change the present operating arrangements between Oregon State College and the U.S. Department of Agriculture, but does recognize developments which have occurred over the decades. The Board, on the recommendation of the Chancellor unanimously authorized on a roll call vote that the revised memorandum of understanding be entered into on behalf of Oregon State College with the U.S. Department of Agriculture and that the appropriate Board officers be authorized to sign this. (See Supplementary Material for text of the proposed memorandum of understanding.)

The Board, on the recommendation of the Chancellor, approved adjustments in the range of stipends for graduate assistants and graduate fellows to be effective with the beginning of the fiscal year 1956-57 as follows:

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<tr>
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<th>Present</th>
<th>Proposed</th>
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<tbody>
<tr>
<td><strong>Range of Stipends</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Assistants</td>
<td>$900 to $1200</td>
<td>$900 to $1400</td>
</tr>
<tr>
<td>Graduate Fellows</td>
<td>$1200 to $1500</td>
<td>$1200 to $1600</td>
</tr>
</tbody>
</table>

The Board authorized that the estimated annual cost of approximately $25,000 for these adjustments during year 1956-57 be financed from unassigned funds previously reserved for additional teaching positions in year 1956-57. The presidents have reported increased difficulty in the recruitment of graduate assistants and fellows in competition with other institutions of higher learning paying stipends greater than those presently available in the Oregon institutions.

Approved policy now provides for payments in addition to regular salary for some staff members who teach in evening extension classes in addition to their regular assigned duties. The presidents have now reported that they occasionally need to engage the services of staff members from other institutions for professional services other than extension class work, but that they have sometimes been deterred from requesting such services because they felt that they were not authorized to offer payment for the extra service needed. To correct this situation, the Board, on recommendation of the Chancellor, authorized the institutions to offer payment in addition to regular salaries when the service of a staff member from another institution in the System is requested, providing the arrangement results in substantial service in addition to the regular services expected of a staff member.
The Board approved the transfer of $2,675 from the University Institutional Operating Reserve to the salary budget of Mathematics Department to provide instructors and graduate assistants to care for added class sections in lower-division courses resulting from the increase in enrollment.

The Board approved the use of $5,500 from contract research overhead at the University for construction of a Butler-type building to be used for animal research by the Psychology Department.

The Board approved the use of $2,000 from College contract research overhead for remodeling of space on the third and fourth floors of Education Hall to provide two offices needed because of shortage of space resulting from the present volume of contract research in the Mathematics Department.

The Board approved the transfer of $6,500 from the Medical School contract research overhead to the Hospital Equipment budget.

A summary sent in September to Board members showed an estimated budget addition during the current biennium of $332,235 required to cover the added cost resulting from the revised state civil service pay scale effective July 1, 1955. Of this amount $145,388.16 will be spent during the year 1955-56, the first year of the current biennium. It was also earlier reported to the Board members the State Department of Finance had indicated that the funds set aside in the State Emergency Fund to cover the added cost of these wage increases would not be made available to the Board until near the close of the current biennium. Consequently, it will be necessary to bring forward into year 1955-56 the amount of $145,388.16 from funds previously reserved for the second year of the biennium. Accordingly, the Board authorized that the following amounts be transferred into the 1955-56 annual budget from State appropriation funds previously reserved for the year 1956-57:

- From unrestricted State funds $92,976.68
- From restricted State funds for Federal Cooperative Extension 9,366.82
- From restricted State funds for Agricultural Research 17,496.66
- From restricted State funds for the Hospital and Clinic at the Medical School 25,048.00

Total to be brought forward from second year of biennium into year 1955-56 as indicated above $145,388.16

Detailed information on all classified civil service positions in the State System supporting the increased cost of $332,235 for biennium 1955-1957 has been filed with and accepted by the State Department of Finance. The State Budget Administrator has indicated that the amount required from the State Emergency Fund to cover the increased wage cost will be made available near the close of biennium 1955-1957.
President Strand reported the allocation of $18,500 of Federal funds to the Federal Cooperative Extension Service of Oregon State College through the U. S. Department of Interior, Bureau of Indian Affairs. In accordance with the agreement, entered into with the Bureau of Indian Affairs, the funds are to be used to provide extension services in agriculture, home economics, and 4-H Club work to the Indians residing on the Warm Springs Reservation located principally in Jefferson County, with a small area in Wasco County. The Board authorized that the amount of $18,500 for the fiscal year 1955-56 be budgeted as follows:

Appointment of Mr. George R. Schneiter as County Extension Agent for Jefferson County Extension Work on Indian Reservation, Assistant Professor, at an annual salary of $6,000, effective October 26, 1955

$4,096.78

Transfer from County Extension Agent-at-Large of Mrs. Maud Purvigne, Associate Professor, at present annual salary of $5,508, effective October 25, 1955

3,760.84

Wages for clerical assistance, etc.

2,000.00

Materials and supplies

2,000.00

Travel

2,000.00

Director's Reserve for indirect costs, such as Retirement assessments, general administration, etc.

4,642.38

Total

$18,500.00

The Board approved the transfer of $1,000 from the University Institutional Reserve to the Editor's Office to cover the cost of additional 1956-57 catalogs which are required because of increased enrollment.
The Board approved the following personnel adjustments as submitted by the Institutional Executives concerned, the necessary funds being provided in the 1955-56 budget:

**University of Oregon**

**A. C. Erickson,**
*Appointment*
Appointment to a budgeted position of Mr. Arthur C. Erickson as Assistant Professor of Architecture, yearly tenure, 10-months' service, at a salary rate of $5,375, effective November 1, 1955; salary funds released because of late appointment at lower-than-budgeted rank and salary to be retained pending further personnel adjustments.

**H. Buford,**
*Appointment*
Appointment of Mr. Howard Buford as Visiting Professor in Architecture for the academic year 1955-56, one-third time, 10-months' basis, at an annual salary of $2,500, effective October 1, 1955; funds required to be provided from unallocated salary funds in the architecture budget.

**K. C. Tollenaar,**
*Leave without Pay*
Leave of absence without pay for Mr. Kenneth C. Tollenaar, Assistant Director of the Bureau of Municipal Research and Service with rank of Assistant Professor, effective November 1, 1955 through June 30, 1956, to accept a position on the staff of the Interim Committee on Local Government and Urban Problems; salary funds released to be transferred to wages for substitute assistance.

**T. H. M. Rigby,**
*Appointment*
Appointment of Mr. Thomas H. M. Rigby as Research Assistant in the Bureau of Municipal Research with rank of Assistant Professor, yearly tenure, 12-months' service, at an annual salary rate of $4,800, effective November 15, 1955; required salary funds to be provided from unfilled instructorship (vice R. E. Houlton, resigned); funds released because of late appointment to be retained pending further personnel adjustments.

**P. D. Morrison,**
*Sabbatical Leave*
Sabbatical leave on half salary for Mr. Perry D. Morrison, Head Social Science Librarian, with rank of Assistant Professor, for the period July 1, 1956 to June 30, 1957, to study librarianship and related subjects at the School of Librarianship of the University of California, Berkeley.

Part-time appointments as follows for research in Clinical Psychology sponsored by the U. S. Public Health Service, under the direction of Dr. N. D. Sundberg, Assistant Professor of Psychology; salary funds required are provided by the U. S. Public Health Service grant:

**H. D. Boyd,**
*Appointment*
1. Dr. Robert D. Boyd as Associate Professor, yearly tenure, 10-months' service, at a salary of $600 for 9 per cent time, effective September 1, 1955.

**R. Peeney,**
*Appointment*
2. Dr. Robert Peeney as Assistant Professor, yearly tenure, 10-months' service at a salary of $300 for 6 per cent time, effective September 1, 1955.
Meeting #245-23

D. Shepardson, Appointment
Appointment of Mr. Donald Shepardson, now Acting Superintendent, as Superintendent of the University Press with rank of Assistant Professor, effective December 1, 1955, without change in salary rate or tenure.

R. R. Wiegman, Adjustment in Time & Salary
Adjustment in appointment effective January 1, 1956 for Dr. Robert Wiegman as follows: Advance in rank from Assistant Professor to Associate Professor of Education; increase in time of service from 10 to 12 months; increase in annual salary from $5,000 to $7,000; redistribution of time and salary from 12 per cent time in the University, 48 per cent in the General Extension Division and 40 per cent in Portland State College, to 50 per cent each to the University and General Extension Division. Salary funds required to be provided from the Institutional Reserve and the School of Education budget at the University and from the wage budget of the Extension Division; funds released at Portland State College to be retained for a replacement. This recommendation is concurred in by President Cramer and Dean Hoffman.

Oregon State College

G. R. Schneiter, Appointment
Appointment to a new position of Mr. George R. Schneiter as County Extension Agent in Jefferson County with headquarters at Warm Springs, rank of Assistant Professor, yearly tenure, 10-months' service at an annual salary of $6,000, effective October 26, 1955; salary funds to come from Federal allocation to provide extension service to Indians residing on Warm Springs Reservation (See Finance Item).

Maud Purvine, Transfer
Transfer of Mrs. Maud Purvine from County Extension Agent-at Large at an annual salary of $5,000 to County Extension Agent (Home Economics) in Jefferson County, with headquarters at Madras, at a salary of $5,500, without change in rank, tenure, or term of service; required salary funds to be provided from Federal allocation for extension services to Indians on Warm Springs Reservation where Mrs. Purvine will spend most of her time working with homemakers and girls (See Finance Item). Salary funds released in Agent-at-Large position to be transferred to Director's Reserve pending further personnel adjustments.

W. G. Brown, Appointment
Appointment to a budgeted position of Mr. William G. Brown as Assistant Agricultural Economist with rank of Assistant Professor, yearly tenure, 12-months' service, at an annual salary of $6,600, effective October 1, 1955.

C. W. Fox, Appointment
Appointment to a budgeted position of Dr. Carroll Warren Fox as Assistant Professor of Animal Husbandry and Assistant Animal Husbandman, yearly tenure, 12-months' service at an annual salary of $6,500, effective January 1, 1956.
Meeting #245.24

Doris Ransom, Resignation
Resignation of Miss Doris Ransom, Assistant Cataloger with rank of Assistant Professor, effective October 24, 1955, to accept a position of Head Cataloger of Emory University at Atlanta, Georgia; and

Louise Milligan, Transfer
Transfer of Miss Louise Milligan, Assistant Reference Librarian, to Assistant Cataloger, without change in rank, tenure, term of service or salary; and

Donald R. Hunt, Appointment
Appointment of Mr. Donald R. Hunt as Assistant Reference Librarian with rank of Assistant Professor, yearly tenure, 12-months' service, at an annual salary of $4,800, effective December 12, 1955; salary funds released by late appointment to be retained for substitute assistance.

Anne Bergholz, Resignation
Resignation of Miss Anne Bergholz, County Extension Agent (H-H Club) in Marion County, with rank of Assistant Professor, effective October 31, 1955, to accept a position with the Washington State Extension staff in Seattle; salary funds released to be retained for a replacement appointment.

B. Peterson, Resignation
Resignation of Mr. Burdette Peterson, Extension Information Specialist, with rank of Assistant Professor, effective November 5, 1955, to accept a similar position at the University of Nevada at a substantial increase in salary; salary funds released to be retained for replacement appointment.

Wm E. Dent, Resignation
Resignation of Mr. William E. Dent, Assistant Superintendent and Assistant Dairy Husbandman at the John Jacob Astor Branch Experiment Station, with rank of Assistant Professor, effective October 19, 1955, to accept a position as Farm Advisor with the California Extension Service; salary funds released to be retained for replacement appointment.

C. D. Pierce, Resignation
Resignation of Mr. Cecil D. Pierce, Assistant Animal Husbandman at the Eastern Oregon Branch Experiment Station, with rank of Assistant Professor, effective November 10, 1955, to accept a position with the Allied Chemical Company; salary funds released to be transferred to requisitions budget.

E. B. McLeod, Jr., Redistribution of time and salary for Dr. E. B. McLeod, Jr., Assistant Professor in Mathematics, from full time and salary in Mathematics to two-thirds time and salary ($3,666.67) in Mathematics and one-third time and salary ($1,833.33) to sponsored research; salary funds released in Mathematics to be retained for substitute assistance.

Rebecca K. Johnston, Appointment
Appointment to a training position of Miss Rebecca Katherine Johnston as County Extension Agent-at-Large (H-H Club), yearly tenure, 12-months' service, at an annual salary rate of $5,000, effective November 15, 1955; salary funds required to be transferred from the Director's Reserve.

F. M. Shideler, Leave Without Pay
Leave of absence without pay for Mr. Fred M. Shideler, Director of Information and Head of the Department of Journalism, with rank of Professor, effective January 1, 1956 to accept an appointment as Administrative Assistant to Governor Patterson; salary funds released to be retained for further personnel adjustments.
Transfer of Miss Emma Lou Webster from County Extension Agent in Coos County to County Extension Agent (Home Economics) in Multnomah County (vice Anne Foster, Instructor, resigned), yearly tenure, 12-months' service, effective December 12, 1955, at an increase in annual salary from $4,648 to $5,184; salary funds released in Coos County to be retained for a replacement appointment.

Reduction of $850 to the end of current fiscal year of the Experiment Station's portion of salary for Dr. Hugo Krueger, Animal Physiologist and Professor of Animal Husbandry, effective October 16, 1955. Under a temporary arrangement, Federal funds in the amount of $850 have been made available to apply toward Dr. Krueger's salary for the cooperative Federal-State beef improvement program with the understanding that funds in a like amount released from Dr. Krueger's salary would be expended on other phases of beef cattle improvement projects.

Promotion and increase in salary for Mr. Ralph Garren, Jr., from Research Assistant and Instructor in Horticulture at a salary of $4,908 to Assistant Horticulturist with rank of Assistant Professor (vice C. Arthur Boller, resigned) at a salary rate of $5,100, effective November 1, 1955, without change in tenure or term of service; salary funds released to be retained pending further personnel adjustments.

Leave of absence without pay for Mrs. Malno Reichert, County Extension Agent in Polk County (Home Economics), Assistant Professor rank, for the period November 1, 1955 through October 31, 1956, to complete requirements for the degree of Doctor of Education; salary funds released to be retained for a replacement appointment.

Temporary transfer of Mr. Scott Clevenger from County Extension Agent in Wasco County to County Extension Agent—at-Large, with headquarters at The Dalles, effective October 12, 1955, without change in tenure, rank, term of service or salary. This transfer is to temporarily relieve Mr. Clevenger from heavy responsibilities during his recovery from an illness.

Courtesy appointment of Mr. Stanley N. Brooks as Assistant Professor in Farm Crops, effective October 1, 1955. Mr. Brooks is a full-time Federal employee of the U. S. Department of Agriculture stationed in the Farm Crops Department in charge of the breeding phases of the cooperative Federal-State hop research project.

Leave of absence without salary for Mr. J. Wesley Hansell, County Agent—at-Large, for the period November 28, 1955 through November 27, 1956, to accept a temporary position with the International Cooperation Administration for assignment in Brazil as a District Extension Agent; salary funds released are to be retained for substitute assistance.
Ruth Carter, Increase in Time & Continuation of Appointment: 
Increase in time from 25 to 50 per cent for winter term and continuation of appointment for 25 per cent time during the spring term 1956 for Miss Ruth Carter as Instructor in English; salary funds required to be provided by the Institutional Reserve. Miss Carter has been appointed to help care for increased enrolment in English, particularly in Elementary School Library for students in Education.

R. D. Langmo, Redistribution of time and salary effective November 1, 1955 for Mr. R. Donald Langmo, Assistant Professor, from 50 per cent each to the School of Engineering and the Agricultural Experiment Station to 19 per cent time and salary to Engineering and 81 per cent to the Experiment Station; salary funds released in Engineering are to be retained for substitute assistance and salary funds required in the Experiment Station are to be provided from unallocated balances.

S. K. Christiansen, Redistribution of time and salary retroactive to July 15, 1955 for Dr. S. K. Christiansen, Assistant Professor as follows:

<table>
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<tr>
<th>From</th>
<th>To</th>
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<tbody>
<tr>
<td>Agricultural Experiment Station</td>
<td>$4,080 - $1,670</td>
</tr>
<tr>
<td>School of Agriculture, Department of Economics</td>
<td>$2,720 - $2,720</td>
</tr>
<tr>
<td>U.S. Department of Interior Con-</td>
<td>$2,110 - $2,110</td>
</tr>
<tr>
<td>tract on Fisheries Marketing</td>
<td>$5,800 - $6,800</td>
</tr>
</tbody>
</table>

Dr. Christiansen is serving as one of the leaders of the fisheries marketing research project; salary funds required for project to be transferred from the Agricultural Experiment Station.

J. K. Munford, Promotion of Dr. J. K. Munford from Associate Editor to Director of Publications and advance in rank from Associate Professor to Professor, with adjustment in salary from $6,800 to $7,500, effective January 1, 1956. Dr. Munford will succeed to Professor D. M. Goode's position since Mr. Goode has reached retirement age; it is expected that an adjustment in time of service will be made for Professor Goode in the 1956-57 budget.

Dental School

E. T. Bender, Redistribution of time and salary for Dr. Erwin T. Bender, Associate Professor of Dentistry, from full time in Instruction to 50 per cent time and salary each to Instruction and Clinical Supervisor's Office without change in rank, tenure, term of service or salary; approximately one-half of Dr. Bender's time is now devoted to the supervision of the clinic. Salary funds released in instruction are to be retained for replacement; and funds required in Clinical Supervisor's Office are to be provided from Clinic Operating Reserve.
Oregon College of Education

Ruth G. Stump, Appointment
Appointment for fall term 1955-1956 of Mrs. Ruth G. Stump as Instructor in Humanities, 80 per cent time, at an annual salary rate of $4,500, effective September 1, 1955; position increased from 50 to 80 per cent time to care for increased enrolment; salary funds to be provided from the General Instruction wage budget.

Southern Oregon College of Education

Verne Blue, Appointment
Appointment to a new position for fall term 1955-56 only of Dr. Verne Blue as Instructor in Social Science, 40 per cent time, at a salary of $750 for the term, effective September 1, 1955; salary funds required to be provided from the Institutional Reserve. This added position is necessary because of increased enrolment in social sciences.

Portland State College

Jean P. Black, Sabbatical Leave
Sabbatical leave on full salary for the 1955-56 spring term for Dr. Jean P. Black, Librarian with rank of Associate Professor, to attend the Advanced Seminar for Library Administrators to be held at Rutgers University, April 9 to May 18, 1956; to attend the American Library Association Conference at Miami, June 17-23; and to study operating patterns of selected college libraries.

ADJOURNMENT
The meeting adjourned at 11:00 AM.
MEMORANDUM OF UNDERSTANDING OF DECEMBER 20, 1955

BETWEEN

OREGON STATE BOARD OF HIGHER EDUCATION ON BEHALF OF OREGON STATE COLLEGE
AND THE
UNITED STATES DEPARTMENT OF AGRICULTURE
ON COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

Whereas the Oregon State Board of Higher Education on behalf of Oregon State College has under its control Federal and State funds for extension work in agriculture and home economics which are and may be supplemented by funds contributed for similar purposes by counties and other organizations and individuals within said State, and the United States Department of Agriculture has funds appropriated directly to it by Congress which can be spent for extension work in the State of Oregon;

Therefore, with a view to securing economy and efficiency in the conduct of extension work in the State of Oregon the appropriate officers of the Oregon State Board of Higher Education, governing body of Oregon State College, the appropriate officers of Oregon State College, and the Secretary of Agriculture of the United States, hereby execute the following memorandum of understanding with reference to cooperative relations between said Oregon State College and the United States Department of Agriculture for the organization and conduct of extension work in agriculture and home economics in the State of Oregon.

I. The Oregon State Board of Higher Education on behalf of Oregon State College agrees:

(a) To organize and maintain at said College a definite and distinct administrative division for the management and conduct of all cooperative extension work in agriculture and home economics, with a director selected by the College and satisfactory to the Department;

(b) To administer through such division thus organized, known as the Federal Cooperative Extension Service, any and all funds it has or may hereafter receive for such work from appropriations made by Congress or the State Legislature, by allotment through its Board of Higher Education or from any other sources;

(c) To accept the responsibility for conducting all educational work in the fields of agriculture and home economics and subjects related thereto as authorized by the Smith-Lever Act as amended and other Acts supporting cooperative extension work, and such phases of other programs of the Department as are primarily educational, which the Department has been authorized to carry on within the State.

II. The United States Department of Agriculture agrees:

(a) To maintain in the Department a Federal Extension Service, which, under the direction of the Secretary, (1) shall be charged with the administration of the Smith-Lever Act as amended and other Acts supporting cooperative extension work insofar as such administration is vested in the Department; (2) shall have primary responsibility for and leadership in all educational programs under the jurisdiction of the Department (except the graduate school); (3) shall be responsible for coordination of all educational phases
of other programs of the Department, except the graduate school; and (4) shall act as the liaison between the Department and officials of the Land-Grant Colleges and Universities on all matters relating to cooperative extension work in agriculture and home economics and educational activities relating thereto.

(b) To conduct through Oregon State College all extension work in agriculture and home economics and subjects relating thereto authorized by Congress to be carried on within the State except those activities which by mutual agreement it is determined can most appropriately and effectively be carried out directly by the Department.

III. The Oregon State Board of Higher Education on behalf of Oregon State College and the United States Department of Agriculture mutually agree:

(a) That, subject to the approval of the President of Oregon State College and the Secretary of Agriculture, or their duly appointed representatives, all cooperative extension work in agriculture and home economics in the State of Oregon involving the use of Federal funds shall be planned under the joint supervision of the Director of the Federal Cooperative Extension Service of Oregon State College and the administrator of the Federal Extension Service; and that approved plans for such cooperative extension work in the State of Oregon shall be carried out through the Federal Cooperative Extension Service of Oregon in accordance with the terms of individual project agreements.

(b) That all State and county personnel appointed by the Department as cooperative agents for extension work in agriculture and home economics in the State of Oregon shall be joint representatives of Oregon State College and the United States Department of Agriculture, unless otherwise expressly provided in the project agreement. Such personnel shall be deemed governed by the requirements of Federal Civil Service Rules relating to political activity.

(c) That the cooperation between Oregon State College and the United States Department of Agriculture shall be plainly set forth in all publications or other printed matter issued and used in connection with said cooperative extension work by either Oregon State College or the United States Department of Agriculture.

(d) That annual plans of work for the use of Smith-Lever and other Federal funds in support of cooperative extension work shall be made by the Federal Cooperative Extension Service of Oregon State College and shall be subject to the approval of the Secretary of Agriculture in accordance with the terms of the Smith-Lever Act as amended or other applicable laws, and when so approved shall be carried out by the Federal Cooperative Extension Service of the said Oregon State College.

IV. The Oregon State Board of Higher Education on behalf of Oregon State College and the United States Department of Agriculture further mutually agree:

(a) That the Department of Agriculture shall make final determination on any proposed supplementary memoranda of understanding or similar documents, including those with other agencies, affecting the conduct of cooperative extension work only after consultation with appropriate designated representatives of the Land-Grant Colleges and Universities.
(b) That Oregon State College will make arrangements affecting the conduct of cooperative extension work with agencies of the Department, or with other Federal agencies, only through the administrator of the Federal Extension Service, or in accordance with an existing general agreement which has been approved by him.

(c) That all memoranda and similar documents hereafter executed affecting cooperative extension work, whether between agencies of the Department or between State Agricultural Extension Services and agencies of the Department, shall be within the framework of, and consistent with the intent and purpose of, this memorandum of understanding.

(d) That all memoranda and agreements affecting policies in cooperative extension work shall be reviewed periodically by appropriately designated representatives of the Land-Grant Colleges and Universities and the Secretary of Agriculture for the purpose of determining whether modification is necessary or desirable to meet more effectively current developments and program needs.

V. This memorandum, dated as of December 20, 1955, shall take effect when it is approved by the appropriate officers of the Oregon State Board of Higher Education, Oregon State College, and the Secretary of Agriculture of the United States, and shall remain in force until it is expressly abrogated in writing by either one of the signers or his successor in office. The agreement executed May 8, 1914, between the Oregon State Agricultural College and the United States Department of Agriculture shall be deemed abrogated upon the effective date hereof.

OREGON STATE COLLEGE

By

A. L. Strand, President

By

F. E. Price, Director of Federal Cooperative Extension Service

OREGON STATE BOARD OF HIGHER EDUCATION

By

R. E. Kleinsorge, President

By

Earl M. Pallet, Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE

By

Secretary