STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
STUDENT CENTER, PORTLAND STATE COLLEGE, PORTLAND, OREGON

April 25, 1962

MEETING #304-1 A regular meeting of the State Board of Higher Education was held in
the Student Center, Portland State College, Portland, Oregon, on
April 25, 1962.

ROLL CALL The meeting was called to order at 9:00 A.M. by the Vice-President of
the Board, Mr. Chas. R. Holloway, and on roll call the following
answered present:

Mr. Allan Hart Mr. Douglas McKeen
Mr. Chas. R. Holloway, Jr. Mr. John Merrifield
Mrs. Elizabeth H. Johnson Ralph E. Purvine, M.D.
Mrs. Cheryl S. MacNaughton

Absent: Mr. J. W. Forrester, Jr., and Mr. Wm. E. Walsh.

Others Present: Chancellor R. E. Lieuallen; Secretary E. M. Pallett;
President James H. Jensen of Oregon State University; President B. P.
Millar of Portland State College; President E. N. Stevenson of
Southern Oregon College; Mr. E. A. Stebbins, Administrator-in-Charge,
Oregon College of Education; Dr. W. C. Jones, Dean of Administration,
University of Oregon; Dean D. W. E. Baird of the University of Oregon
Medical School; Dean H. J. Noyes of the University of Oregon Dental
School; Director W. D. Purvine of Oregon Technical Institute;
Dean J. W. Sherburne of the General Extension Division; Dean M.
Popovich of Oregon State University; Dr. E. C. McGill, Assistant to
the President and Director of Academic Affairs, Southern Oregon
College; Mr. W. A. Zimmerman, Assistant to the Dean and Business
Manager, University of Oregon Medical School; Mr. D. R. Larson,
Assistant to the Dean, General Extension Division; Mr. G. M. Robertson,
Business Manager, Oregon State University; Mr. J. O. Lindstrom,
Business Manager, University of Oregon; Mr. W. T. Lemmon, Jr.,
Business Manager, Portland State College; Mr. J. J. Adams, Director
of Public Affairs, University of Oregon Medical School; Mr. Mark
Howard, Director of Public Services, Portland State College;
Comptroller H. A. Bork; Budget Director R. L. Collins; Mr. J. I.
Hunderup, Assistant to the Comptroller; Mrs. W. Beal, Director of
Information; and Mr. W. von Otterstedt, Special Assistant Attorney
General.

RE ABSENCES Mr. Forrester was out of the state and Mr. Walsh was absent for
business reasons.

MINUTES APPROVED The Board voted to dispense with the reading of the minutes of the
last regular meeting, held on March 13, 1962, and approved them as
printed in the docket.
Mr. Allan Hart, a member of the Building Committee, presented the following report:

"At the September 1960 meeting, the Board was advised that the Housing and Home Finance Agency had approved a request for advance planning funds for the first unit of the Science Building at Portland State College. Funds in the amount of $2,340,000 were appropriated for the project by the 1961 Legislature.

"Architects Skidmore, Owings & Merrill and Portland State College officials have presented to the Board's Office the preliminary plans for the building which is to be located in the south half of Block 242, Portland Addition, bounded on the north by Market Street, on the east by Tenth Avenue, on the south by Mill Street and on the west by Eleventh Avenue. The plans indicate a total gross area of approximately 72,717 square feet, of which approximately 61 percent is net assignable space; and also provide for steam line facilities from State Hall to the Science Building. The building provides space for instructional and research laboratories for physics, chemistry and biology as well as faculty offices, two lecture rooms, three seminar rooms, and related mechanical and service areas. The design contemplates a partial sub-basement, full basement, partial ground floor and three full additional floors.

"Because of special equipment and material problems, such as storage of fissionable materials, noise, headroom and vibration problems, the physics spaces are located in a basement below the entrance level. A 200-seat lecture room and science division offices are located on the ground floor. Chemistry facilities are located on the second and third floors, and biology facilities are provided on the fourth floor.

"The exterior surface of the reinforced concrete structure features the use of modular window units with extruded aluminum frames and sheet glass with opaque insulated panels below the window sills. A combination freight and passenger elevator with automatic controls is included in the project to service all floors of the structure. Individual laboratories are equipped with built-in fixtures. Heat is provided from the central heating plant and provision is made for tempered air control. Parking, required by City of Portland codes, is expected to be provided in the south half of the block west of the building site. Negotiations for the purchase of the building site and parking areas are under way.

"The architects estimate that the direct construction cost of the building will be approximately $1,650,000, including built-in laboratory equipment and a steam line from the campus central heating plant. The steel framework of the building is to provide for one additional floor, and a modified air cooling system is to be installed which during hot weather will result in reducing the inside temperature for the entire Science Building to about 15 degrees below the outside temperature."
"With the concurrence of the Chancellor, President Millar recommended that the preliminary plans for the first unit of the Science Building be approved as prepared by Architects Skidmore, Owings & Merrill and that, subject to the release of funds by the State Emergency Board, the appropriate Board officials be authorized to instruct the architects to proceed with the preparation of final plans and specifications.

"President Millar, with the concurrence of the Chancellor, also recommended that, in order to meet the requirements of the federal government which provided the advance planning funds, the following resolution be approved by the Board:

RESOLUTION APPROVING THE COMPLETED PRELIMINARY PLANNING REPORT
WITH AN ADVANCE FROM THE UNITED STATES OF AMERICA FOR SCIENCE
BUILDING, PORTLAND STATE COLLEGE, UNDER THE TERMS OF PUBLIC LAW
360, 83rd CONGRESS OF THE UNITED STATES, AS AMENDED

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

WHEREAS, Skidmore, Owings & Merrill, 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 Portland 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 Skidmore, Owings & Merrill as the basis for detailed planning and construction of the Science Building, Portland State College, dated April 1962, in connection with Housing and Home Finance Agency Project No. P-Ore-3059 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 Committee concurs in the recommendations."

On motion by Director Hart and second by Director McKeen, the above report was accepted and the resolution was adopted on a roll call vote with the following voting in favor of adoption: Directors Hart, Holloway, Johnson, McKeen, MacNaughton, and Merrifield.

Those voting no: None.

The Vice-President of the Board thereupon declared the above resolution duly adopted by a unanimous vote of those present.

Director Purvine was absent from the room at the time of the roll call vote.
Mr. Hart continued:

"In connection with the planning of the first unit of the Science Building at Portland State College, Architects Skidmore, Owings & Merrill and Portland State College officials have recommended that a steam line from the central heating plant in State Hall be constructed during the summer of 1962 by means of a separate contract. This schedule would assure service to the General Extension Division Building which is located along the route of the extension from State Hall to the Science Building site. Preliminary plans for this utility work have been prepared and indicate that an 8-inch steam line with a 4-inch condensate return line would be constructed in S. W. Montgomery Street from the heating plant to the west side of S. W. Park Avenue, northerly to S. W. Mill Street and then westerly to the site of the Science Building, a distance of approximately 880 linear feet. The estimated direct construction cost is $33,640, including the necessary valves, manholes, piping and insulation. In the event that further study indicates that it is desirable to include in the construction program utility services for electricity and closed circuit television, the estimated direct construction cost might approximate $60,000.

"With the concurrence of the Chancellor, President Millar recommended that, subject to the release of the necessary funds by the State Emergency Board, the appropriate Board officials be authorized to approve the final plans and specifications for the steam line, and for utility services if the latter are economically feasible, and to solicit bids and award a construction contract with funds to be provided from the 1961 appropriation for the Portland State College Science Building.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the recommendations.

Mr. Hart continued:

"Funds were appropriated by the 1961 Legislature to cover the cost of preparing plans for the educational and general plant of Oregon Technical Institute which is expected to be in operation at the beginning of the fall term 1964. Architects Skidmore, Owings & Merrill have been commissioned by the Board to design these facilities, including an Administration Building which will accommodate the offices of the President, Director of Student Affairs, Dean of Men, Dean of Women, Registrar, Business Manager, and other administrative personnel of the institution.

"As planned by the architects, the two-story Administration Building will conform to the earlier assumptions of the Master Plan for the new campus and its ground space utilization. It will be located on the south side of the campus at the termination of the entrance mall. The net assignable space will be approximately 9,062 square feet, or about 63 per cent of the gross area of 14,300 square feet,
Student affairs and general information departments will be located on the main entrance level. On the second floor, offices will be provided for the President, Business Manager and their staffs. Centralized duplicating services, the telephone exchange, storage and service areas will be accommodated in the basement.

"The structural frame of the building will be reinforced concrete with full height modular window units of gray tinted glass in wood frames. Exterior columns will have exposed aggregate finish to harmonize with the classroom and laboratory buildings now under construction. Heating and cooling is to be supplied by an air distribution system at sill levels, near the floor.

"The architects estimate that the direct construction costs for the Administration Building will be approximately $258,500, or $18.08 per square foot. Funds for the construction thereof are expected to be requested from the 1963 Legislature as a part of the total capital outlay required to complete the new campus for an average full-time equivalent enrollment of 800 students.

"With the concurrence of the Chancellor, Director Purvine recommended the acceptance of the preliminary plans, subject to minor rearrangements of the interior floor plan which may result from further review and analysis by the staff of the Institute and the Board's Office prior to the presentation of the plans to the State Emergency Board for authorization to proceed with the working drawings and specifications.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the recommendations.

Mr. Hart continued:

Fall-Out Shelter Construction

"The President of the Board received a communication from the Governor dated March 27, 1962, with reference to the development of fall-out shelters at the institutions under the control of the Board. An excerpt from this letter is as follows:

'As you are aware, we have encouraged the development of fall-out shelters in both public and private buildings wherever possible. As suggested in Mr. Searles' letter, the state does have a responsibility in taking the lead by providing an example in furnishing protection for our citizens.

'What applies to O.T.I. applies, of course, to all other campuses of the State System. I trust that provision for shelters will be included in all other new construction or major building additions.'

"Attached to this letter was a copy of the communication addressed by the Governor to the director of the Klamath County Civil Defense
organization under the same date. An excerpt from this letter is as follows:

'I am reminding the State Board of Higher Education of my interest in this matter and requesting that, as a minimum, fall-out shelters be included in the planning for the dormitories which will be a part of the next phase of O.T.I. development. I am also requesting that, for buildings currently authorized, plans be modified to include fall-out shelters, if available funds permit.'

"Fall-out shelters, to be of any practical value, must be scientifically constructed, must be large enough to house a predetermined number of individuals for a specified time, and must contain the minimum equipment, supplies and sanitary facilities for at least the specified time. The construction of a shelter adequate to meet the needs of a single dormitory housing 300 students might require an added area of about 3,000 square feet and would increase substantially the construction cost of the project.

"Institutional executives have been working very closely with the civil defense officials at both the local and state levels and have developed plans to provide for the safety of students and staff as well as a portion of the general public. Adjustments in these arrangements take place automatically when improvement can be made.

"Modification of building plans which have reached an advanced stage are exceedingly difficult to make because available funds have been used to provide only for essential normal needs, and a substantial portion of these needs would have to be eliminated if any modification were made to include fall-out shelters. This would cause serious delay in the construction program and would increase substantially the planning costs. In the planning of future buildings, however, fall-out shelters could be provided and the construction funds for the various buildings could be increased for this need. Under this arrangement, fall-out shelters could be included when it appeared to be economically feasible to do so. Perhaps as an alternate plan, the most economical method of providing fall-out shelters would be to construct them separate and apart from the instructional and housing facilities.

"The Chancellor recommended that he be authorized to confer with the Governor to determine the nature and extent of the shelters intended to be provided and to determine if a financially feasible plan for fall-out shelters on the respective campuses can be developed. Report of the conference is to be made to the Board at a future meeting.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the Chancellor to confer with the Governor.
Mr. Hart continued:

"At the October 1954 meeting of the Board a preliminary scheme was presented for an Agricultural-Biological Science Building at Oregon State University. This scheme included the first unit which was subsequently constructed and is now in operation and is known as Cordley Hall. The scheme also included plans for the future construction of first and second additions to the building. At the October 1961 meeting of the Board, officials at Oregon State University indicated a need for the construction of the first addition with an estimated total cost of $2,250,000. This amount was included in the tentative listings of institutional requests for 1963-1965.

"Since that time, officials at Oregon State University have studied the situation due to the higher-than-anticipated enrolment increase in the fall of 1961 and the projected higher enrolment thereafter and have concluded that it is necessary not only to proceed as soon as possible with the construction of the first addition to the building but that a second addition of approximately the same size should be planned and constructed simultaneously. It is proposed that the two additions be planned as a unit but that each one be developed in such a way that complete information will be available in regard to the facilities and cost estimates. It is estimated that the total area of the first addition will be about 95,000 square feet and of the second 72,000, a total of 167,000 square feet. The total cost of the first unit will be $2,250,000 and the second unit $1,765,000, or a total of $4,015,000; and that the amount applicable to direct construction excluding built-in fixtures, will be $1,623,000 for the first unit and $1,263,000 for the second unit, or a total of $2,886,000. Based on this latter amount, it is estimated that $28,860 will be needed to cover the cost of the preparation of preliminary plans for the additions.

"The Chancellor intends to present to the Board at the June meeting a priority listing of building projects for consideration by the 1963 Legislature which will undoubtedly include a request for an addition to Cordley Hall. However, his recommendation might not necessarily include an addition of the floor area presently contemplated by Oregon State University. For this reason, the Chancellor recommended that the authorization to the Board's Office to employ architects should be for those facilities and building areas which he intends to recommend favorably at the time of the June Board meeting but not in excess of a total of 167,000 square feet nor for a total project cost in excess of $4,015,000.

"President Jensen, with the concurrence of the Chancellor, therefore recommended that authorization be granted the appropriate Board officials to employ Architects, Bear, McNeill, Bloodworth, Schneider & Hawes, who designed the first unit of the building and the general scheme for the two additions, to proceed with the previously approved development scheme for the building. The fee for architectural services for the consolidated addition is to be 5.8 per cent, including 1.0 per cent for the preparation of preliminary plans."
Chancellor Lieuallen recommended that $28,360 for the planning, since not presently available from the Housing and Home Finance Agency, be provided from the Board's Unrestricted, Unappropriated Funds.

"The Committee concurs in the recommendation."

The Board adopted the report and authorized the recommendations as outlined.

Mr. Hart continued:

"At the January 1962 meeting, the Board authorized the appointment of the architectural firm of Wilmsen, Endicott & Uthank to assist in the site selection of Dormitories No. 9 and 10 at the University of Oregon and to prepare a preliminary scheme for these dormitories before proceeding with plans and specifications for Dormitory No. 9. At the March 13, 1962, meeting, the Board authorized the same architectural firm to prepare an over-all plan for the location of additional dormitories to be built in the future, with the understanding that the proposal would be compatible with the comprehensive program being prepared by Mr. Lawrence Lackey, campus planning consultant. The architectural firm has prepared a comprehensive plan indicating the location of future dormitories including Dormitories 9 and 10 which are to be constructed within the immediate future.

"In developing the plan, Dormitories 9 and 10 are assigned new numbers and are designated in the over-all plan as Dormitories 8 and 9.

"The details in connection with the study, which have the approval of Mr. Lawrence Lackey, University Planning Consultant, are as follows:

1. The study is based on a predicted average enrollment of 16,550 FTE students by 1972-73 compared with the 1961-62 enrollment of 8,235. It is anticipated that about 40.8 percent of the student body is to be housed in dormitories.

2. In order to house these students, including a larger proportion of upper-division students than at present, it is intended to construct by 1972-73 five additional dormitories with an estimated capacity of 3,613 students, in addition to Dormitories 5, 6, and 7 which are now under construction and which will have a capacity of about 1,140 students. It is also intended to convert to nondormitory use, Campbell Hall, Hendricks Hall, and the Veterans Dormitory, which have a total capacity of 521 students."
3. In order to provide sites for these additional dormitories, and also to provide for land surface automotive parking on the basis of one automobile for five dormitory occupants, it will be necessary to expand the campus boundaries to Villard Street on the east, to Fourteenth Avenue on the north and to Eighteenth Avenue extended on the south, and also to add approximately two-thirds of an additional block south of Eighteenth Avenue between Moss and Villard Streets, also about one to one and one-half acres of land to be located east of Villard Street at Fifteenth Avenue, or north of Fourteenth Avenue on the east side of Moss Street.

4. It is proposed that two types of dormitories be constructed, one type being one, three and four stories high while the other is to be one, three and nine stories high.

5. It is essential to provide an administrative unit to house the staff necessary to manage a dormitory complex totaling six to seven thousand students and provide the space for storage and central food preparation. This administrative unit is to be provided by purchasing the Safeway property when it becomes available for purchase or by constructing an administrative unit on property located at the southeast corner of Villard and Fifteenth Streets. The old Fairmount Presbyterian Church is located on this property and has been abandoned.

6. It is intended to provide in a separate building or buildings, snack bars, facilities for recreational swimming, educational facilities such as music practice rooms, etc. It is also intended to provide recreational areas for use for tennis, badminton, etc.

7. The next dormitory units to be constructed, Dormitories 8 and 9, should be located on University-owned property bounded on the north by Fifteenth Street, on the south by Seventeenth Street, on the east by Moss Street and on the west by Columbia Street.

8. It is proposed that these two dormitories be constructed in accordance with the 1-3-4-story combination indicated in '4' above. The complete unit will house about 774 students. Kitchen facilities are to be provided in a one-story structure connecting the two units. At both ends of the kitchen are located the one-story dining rooms, lounges, and lobbies. Housing facilities are provided on each side of the kitchen by four-story and three-story structures constructed at right angles to and above the area which includes the kitchens, dining rooms and lobbies. In designing these two units, the architects will include in the preliminary plans for Dormitory No. 8 housing and dining facilities for 386 students together with two-thirds of the entire kitchen facilities for both units. In designing Dormitory 9,
housing and dining facilities will be included for 388 students and the kitchen will be expanded by one third. The details of the schematic plan for Dormitories 8 and 9 are as follows:

<table>
<thead>
<tr>
<th>8. Total</th>
<th>Dormitory No. 8</th>
<th>1,901,699</th>
<th>Dormitory No. 9</th>
<th>1,743,411</th>
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"President Flemming, with the concurrence of the Chancellor, recommended:

1. That the location and schemes of Dormitories 8 and 9 be approved and that the Comptroller be authorized to direct Architects Wilmsen, Endicott & Unthank to prepare preliminary plans and specifications, including cost estimates for both dormitories 8 and 9, estimated to house 774 students. The fee for architectural services is to be paid from dormitory balances in accordance with the contract. This recommendation is made in order to have preliminary and final plans for both dormitories so that a decision can be made in the fall of 1962 as to whether both dormitories will be bid in the spring of 1963.

2. That the Board postpone consideration of the adoption of the over-all report in regard to the expansion of the campus boundaries until Mr. Lawrence Lackey's report is available covering the total campus area. This report is to be ready at the time of the July 1962 Board meeting.

"The entire plan has been discussed with the professional staff of the City of Eugene and it is planned to discuss the matter with the City Planning Commission and the City Council. No insurmountable difficulties are anticipated.

"The Committee concurs in the recommendations."

The Board adopted the report and approved the recommendations as outlined.
Mr. Hart continued:

Authorization
To Prepare Preliminary Plans
for the Second
Addition to the
Science Building, UO

"Included in the proposed building program of the State Board of Higher Education for 1963-1965 as presented to the Board at the October 1961 meeting in Klamath Falls is a proposed second addition to the Science Building at the University of Oregon. At the March 1962 meeting, Architects Skidmore, Owings & Merrill were appointed to prepare preliminary plans for the addition. This addition of about 172,500 square feet is estimated to cost $4,360,000, including $3,720,000 for direct construction. The latter estimated amount includes not only direct construction in the ordinary sense of the word but also includes built-in fixtures which are not incorporated in preliminary architectural plans. It is estimated that these built-in fixtures will cost about $3.00 per square foot of floor space, or about $520,000. Subtracting this amount from $3,720,000 leaves an estimated cost of direct building construction of $3,200,000.

"The Chancellor intends to present to the Board at the June meeting a priority listing of building projects for consideration by the 1963 Legislature which will undoubtedly include a request for an addition to the Science Building. However, his recommendation might not necessarily include an addition of the floor area presently contemplated by the University of Oregon. For this reason, the Chancellor recommended that the authorization to the Board's office to negotiate with the architects should be limited to those facilities and building areas which he intends to recommend favorably at the time of the June meeting but not in excess of a total of 172,500 square feet nor for a total project cost in excess of $4,015,000.

"A request of the Housing and Home Finance Agency for advance planning funds has not been acted upon favorably. It is uncertain when favorable action might be secured. It is essential that preliminary architectural plans be provided for Board approval as soon as possible, but no later than the December 1962 meeting. Consequently, President Flemming, with the concurrence of the Chancellor, recommended that authorization be given to direct the architects to prepare preliminary plans at the rate of 1.1 per cent with a total potential fee of no more than $35,200 and that this amount be provided from the Board's Unrestricted, Unappropriated Funds.

"The Committee concurs in the above recommendations."

The Board adopted the report and approved the recommendations as outlined.
Mr. Hart continued:

"Present dormitories on the University of Oregon campus are constructed at an over-all cost of about $4,000-$4,300 per student, exclusive of land. University officials desire to investigate the possibility of developing a plan for the construction of student housing facilities at a lower cost. It is anticipated that the study probably will involve the use of wood materials; the comparison of one, two and three story structures; and the possibility of utilizing some or all of the units for cooperative living. The study will recognize the possibility of constructing the facilities on land which the state may or may not already own.

"In order to secure facts in regard to these possibilities, President Flemming recommended the appointment of the architectural firm of Lutes and Amundson of Springfield, Oregon. The fee to be paid the architect is to be an hourly rate with a maximum of $5,000. Funds are to be provided from dormitory operating funds.

"The Committee concurs in the recommendations."

The Board adopted the report and approved the recommendations.

Mr. Hart continued:

"Included in the building program for the University of Oregon for 1963-1965 is an Addition to the Women's Physical Education Building of about 45,000 square feet. It is estimated that the total project cost will be about $990,000, of which $836,000 will represent the direct construction costs. An application for advance planning funds in the amount of $10,450 has been made to the Housing and Home Finance Agency and approval of the application has been received.

"President Flemming, with the concurrence of the Chancellor, recommended that the architectural firm of Stafford, Morin & Longwood of Eugene be appointed as architects for the structure. The professional services fee covering all architectural and engineering requirements for the addition to the building is to be 5.8 per cent of direct construction costs; for alterations to the existing building up to $50,000, the total fee is to be 5.8 per cent of the direct construction costs and 7.5 per cent for alterations in excess of $50,000. Of the professional services fee, 1.0 per cent is to be applicable to the preparation of preliminary plans.

"It was recommended that the Comptroller be authorized to enter into a contract with the architects and thereafter to direct them to proceed with a preliminary scheme to be presented to the Board for review and approval.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the recommendations as outlined.
Mr. Hart continued:

"Included in the proposed building program of the University of Oregon for 1963-1965 as presented to the Board at the October 24, 1961, meeting, is a proposed Addition to the Heating Plant. The addition will approximate 3,000 square feet, and it is intended to provide two steam boilers, each with an evaporating capacity of 55,000 pounds per hour.

"President Flemming, with the concurrence of the Chancellor, recommended that authorization be given to appoint J. Donald Kroeker and Associates as engineers for the project, for which the present estimated total cost is $925,000, including an estimated $831,900 for direct construction costs. The professional services fee is to be 5.0 per cent of the direct construction cost, including 1.0 per cent for preparing preliminary plans. Authorization to enter into the contract and to proceed with the preparation of preliminary plans is contemplated upon the receipt and acceptance of a federal government offer of an interest-free advance of $10,400 from the Housing and Home Finance Agency.

"The Committee concurs in the recommendations."

The Board adopted the report and approved the recommendations.

Mr. Hart continued:

Authorization To Appoint Architect for Paleocology Laboratory, UO

"The University of Oregon has received and $88,000 grant from the National Science Foundation for the support of a research project. Of this amount, $40,000 is to cover the cost of constructing a laboratory in which the research is to be conducted; of this amount the direct construction costs are expected to be about $30,000.

"The laboratory building will contain an area of approximately 4,000 square feet; the exact location has not been determined at the present time. It may be a small independent building or it may be joined to an existing building. Assistance from the architects is needed in determining the exact location of the building.

"President Flemming, with the concurrence of the Chancellor, recommended that the Board's Office be authorized to approve the appointment of an architect, determine the fee on the basis of the work that is to be done, authorize the architects to proceed with the preparation of preliminary and final plans, secure bids and award contracts. A report of the action taken by the Board's Office will be made to the Board.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the recommendations.
Mr. Hart continued:

"Included in the proposed building program of the State Board of Higher Education for 1963-1965, as presented to the Board at the October 1961 meeting in Klamath Falls, is a proposed Addition to the Music Building on the University of Oregon campus in Eugene. This addition of about 15,000 square feet is estimated to cost $330,000. Advance planning funds in the amount of $3,000 have been requested of the Housing and Home Finance Agency of the federal government to cover the cost of the preparation of a preliminary scheme and preliminary plans.

"President Fleming, with the concurrence of the Chancellor, recommended that authorization be given to designate the architectural firm of Barnes & Hilgers of Portland to design the building. The professional services fee is to be 6.0 per cent of the direct construction cost, including 1.0 per cent for the preparation of the preliminary scheme and preliminary plans. President Fleming also recommended that the Comptroller be authorized to instruct the architects to proceed with the preparation of a preliminary scheme immediately following the receipt and acceptance of the federal government's offer of an interest-free advance in the amount of $3,000 from the Housing and Home Finance Agency.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the recommendations.

Mr. Hart continued:

"Included in the proposed building program of the State Board of Higher Education for 1963-1965 as presented to the Board at the October 1961 meeting in Klamath Falls is a proposed second addition to the General Extension Division Building in Portland. This addition of about 15,000 square feet is estimated to cost $365,000, including $300,000 for direct construction. It is anticipated that the addition will house television and radio studios, together with offices and conference rooms.

"Dean Sherburne, with the concurrence of the Chancellor, recommended that authorization be given to designate the architectural firm of Stewart and Richardson of Portland to design the building. The professional services fee is to be 6.0 per cent of the direct construction cost, including 1.0 per cent for the preparation of the preliminary scheme and preliminary plans. Funds in the amount of $3,000 for preliminary architectural planning are to be provided from the Board's Unrestricted Unappropriated Funds.

"The Committee concurs in the recommendations."

The Board adopted the report and approved the recommendations.
Mr. Hart continued:

"At the March 1962 meeting, the Board was informed that the National Science Foundation had granted $500,000 to Oregon State University to construct a building for oceanographic research and graduate training facilities. The institution was to provide $166,375 toward the total cost of $666,375. Since the period of the grant was for approximately one year effective February 1, 1962, the Board, upon the recommendation of President Jensen, authorized the appointment of the architectural firm of Jeppsen and Miller of Corvallis to design the proposed building. Because of the urgency in getting the plans underway, $7,500 to cover the cost of a site study, soil analysis, and preparation of preliminary plans was provided from research overhead.

"At the time of the March meeting, the Board was informed that the new building probably would be located on Orchard Street in the vicinity of Twenty-seventh or Twenty-eighth Street. The study by the architects since that time indicates that the building should be located on the east side of Twenty-seventh Street extending north from Orchard Street. Involved in the location of this building is the acquisition of three pieces of property worth about $30,000. Funds in the amount of about $10,000 to purchase one of these pieces of property were earmarked at the beginning of the present fiscal year; therefore, it is necessary to secure from the Board about $20,000 to acquire the two remaining properties.

"President Jensen, with the concurrence of the Chancellor, recommended that the change in site for the Oceanographic Building be approved and that the Board earmark out of the Board's Land Purchase Reserve the sum of $20,000 to acquire the two additional pieces of property, said property to be purchased subject to the approval by the Emergency Board and the $900,000 limitation. The one piece of property for which funds have already been provided and the two additional pieces of property lie within the boundaries of the campus.

"The Committee concurs in the recommendations."

The Board adopted the report and approved the recommendations.

Mr. Hart continued:

"A Eugene Water & Electric Board primary feeder running from Sub-station A to Sub-station D directly through the University of Oregon east campus area will interfere with the construction of Dormitories No. 8 and 9 which are proposed to be located between Columbia Street and Moss Street, Fifteenth Avenue and Seventeenth Avenue.

"The University of Oregon Physical Plant Department and the Eugene Water & Electric Board engineers have been studying the University development program and the Eugene Water & Electric Board has proposed to the University of Oregon that this primary service line carrying 12,000 volts be relocated immediately in conjunction with the widening of Hilyard Street. The cost to the University if done
piecemeal is $29,500, but if the line is relocated in conjunction
with the widening of Hilyard Street, the cost to the University is
$13,900.

"The Board's Office has received a map showing the present primary
service line and the proposed relocation. In essence the proposal
calls for the University of Oregon to share the additional costs
because of adding the east campus feeder line on the Hilyard Street
section.

"President Flemming recommended, with the concurrence of the
Chancellor, that University officials be authorized to cooperate
in the relocation of the line at a cost not to exceed $13,900,
with funds to be provided from dormitory income.

"The Committee concurs in the recommendations."

The Board adopted the report and approved the recommendations.

Mr. Hart continued:

Purchase of
Cemetery, EOC

"For several years, officials at Eastern Oregon College have been
negotiating with La Grande Cemetery Maintenance District for the
acquisition of a dedicated but unused cemetery adjacent to the
campus. This property consists of about 12.7 acres and is located
on the eastern edge of the campus with the western boundary of the
property facing Eighth Street between D and G Avenues and the
eastern boundary facing Tenth Street if it were extended. The
property is unimproved and is needed for physical education and
intramural activities.

"Prior to 1959, officials at Eastern Oregon College advised the
Board that one of the most urgently needed real property acquisi-
tions was this unused cemetery property and that there was a strong
possibility that the property might become available to the Board
if legislation were passed authorizing the sale of the property by
the Cemetery Maintenance District. The necessary legislation was
passed by the 1959 Legislature. Institutional officials continued
negotiations with the Cemetery District with the result that it has
been offered to the College for $14,228. Appraisals on the property
are $12,740, $14,651 and $15,288, for an average of $14,226.33.

"President Bennett, with the concurrence of the Chancellor, recom-
mended the property be purchased. Funds for the purchase are to be
provided from the Board's Land Purchase Reserve. It was also
recommended that the property be included in the campus area since
it projects into the natural boundary of the existing edge of the
campus.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the recommendations.
Mr. Hart continued:

"For many years an open drainage ditch has been in existence along the eastern edge of the campus at Eastern Oregon College. From time to time the College has secured funds to remove sections of this unsightly ditch by laying and covering five-foot drainage tile. About 1,200 feet of additional tile needs to be laid to cover the distance from the point where the ditch remains to the extreme edge of the Eocene Court property.

"The City of La Grande has offered to cooperate with the officials of Eastern Oregon College to complete the work. The City will purchase, lay and cover the tile for the entire distance of 1,200 feet. The College is to reimburse the City for the cost of the tile which amounts to $24,000. Since part of the tile is being laid within the campus proper and the balance is being laid on Eocene Court property, President Bennett, with the concurrence of the Chancellor, recommended that the Board authorize the College to reimburse the City in the amount of $24,000, $10,800 to be provided from Eocene Court balances and the remaining $13,200 from the Board's Land Acquisition, Minor Capital Outlay and Plant Rehabilitation Reserve.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the recommendations.

Mr. Hart continued:

"At the July 1961 meeting, the Board reviewed preliminary plans for a Fire Station to be constructed by the City of Portland on the campus of the University of Oregon Medical School. The Board expressed appreciation for the opportunity to review the plans, but indicated that its chief concern was the external design of the building. The Board approved the project with the understanding that final plans and specifications would be referred to the Board's Office for review and approval. In the development of the final plans, the gross area of the building was reduced to 3,660 square feet; and the brick veneer which had been planned originally for the east side of the building was omitted. The Board's Office approved the final plans with the understanding that the cost of construction would be approximately $45,000.

"Dean Baird reported that the Fire Station has been completed and that the building is now occupied. The area around the building is now being landscaped. He reported that the building has been constructed in accordance with the plans approved by the Board's Office and the result is a very handsome building that fits in well with the campus area."

The Board adopted the report.
Mr. Hart concluded the report of the Building Committee with the following:

"Included in the proposed building program of the State Board of Higher Education, as presented to the Board at the October 1961 meeting in Klamath Falls, is a Library Building Addition to Portland State College. This addition of about 35,000 square feet is estimated to cost $1,050,000. It will include additional stacks and reading rooms and will include also air conditioning for the original building as well as for the addition.

"President Millar, with the concurrence of the Chancellor, recommended that authorization be given to designate the architectural firm of Mockford & Rudd of Oregon City to design the building addition. The professional services fee is to be 5.5 per cent including 1.0 per cent for the preparation of preliminary plans. An application for advance planning funds in the amount of $8,000 to cover the cost of the preliminary plans and cost estimates has been requested of the Housing and Home Finance Agency. President Millar also recommended that the Comptroller be authorized to instruct the architects to proceed with the preliminary plans inasmuch as funds therefor have been provided by an interest-free advance in the amount of $8,000 from the Housing and Home Finance Agency.

"The Committee concurs in the recommendations."

The Board adopted the report and authorized the recommendations.

At the request of Mr. Holloway, Chairman of the Finance Committee, Mr. McKean presented the following report:

"The Chancellor reported that the operating budget as presented in the document entitled "Budget Summaries and Personnel Adjustments for the Fiscal Year Ending June 30, 1963" is based upon the budget plan approved by members of the Finance Committee with other Board members present at meetings on February 3 and 14, 1962. The budget plan contemplates an estimated campus enrollment of 31,171 students during the fall term of 1962. This represents an increase of 2,210 or 7.8 per cent over the 1961 fall term enrollment. The estimated enrollments for the fall term of the year 1962-63 by institutions are as follows:

- University of Oregon 9,600
- University of Oregon Medical School (revised 3-9-62) 715
- University of Oregon Dental School 365
- Oregon State University 9,794
- Portland State College 5,714
- Oregon College of Education 1,316
- Southern Oregon College 1,545
- Eastern Oregon College 1,125
- Oregon Technical Institute 997

Total Estimated student enrollments for State System, year 1962-63 (fall term head-count) 31,171"
Above enrolment reduced to a full-time-equivalent average for the fall, winter and spring terms 28,873

'The proposed budget provides for the operation of all divisions in the Oregon State System of Higher Education including the University of Oregon, Oregon State University, Portland State College, Oregon College of Education, Southern Oregon College, Eastern Oregon College, the Medical and Dental Schools, Oregon Technical Institute, the Board's Centralized Activities, and the General Extension Division, including Educational Radio and Television, evening extension classes in Portland and other cities, correspondence study, and the state-wide visual education service. For the nine campus institutions and the other divisions indicated above, the proposed budget provides for the expenditure of $43,280,289. Of this amount, $26,748,554 or 62 per cent comes from state funds, and $16,531,735 or 38 per cent comes from nonstate sources, largely student fees and gifts and grants.

'Of the amount of $43,280,289 budgeted for the Instruction and General Services, $7,589,912 is for separately organized research projects, financed principally from gifts and grants; $3,205,984 is for General Extension Division services, financed largely from student fees; and $1,153,885 is for summer session operation, also financed largely from student fees. The 1962 summer sessions planned at Oregon State University and the University of Oregon will provide for fourth term opportunities so that students may accelerate their regular degree program and may complete degree requirements in less than four years. Oregon State University will use a four-weeks' intersession immediately following the 1962 eight-weeks' session. The University of Oregon will conduct an eleven-weeks' summer session concurrently with the regular eight-weeks' session so that students who wish to do so may earn a full term's credits.

'For the operation of the State-Wide Public Services, including the Teaching Hospital and the Outpatient Clinic, the University State Tuberculosis Hospital, the Crippled Children's Division at the Medical School, the Dental Clinics of the University of Oregon Dental School, and the programs of Agricultural Research and Federal Cooperative Extension Service at Oregon State University, the proposed budget is $13,515,927. The latter two divisions include the central experiment station at Corvallis, thirteen branch stations, the Forest Research Laboratory and extension programs in agriculture, home services, and 4-H Club work in every county in Oregon. The state-wide public services are financed, $8,913,249 or 66 per cent from state funds and $4,602,678 or 34 per cent from funds other than the State General Fund.

'For all State System activities including the nine campus instructional units and the state-wide public services, approximately 63 per cent of the support, or $35,661,803, is received from the State. The remaining 37 per cent, or $21,134,413, is provided from sources other than State appropriated funds.
The recommended budgets by institutions for instruction, research, and general purposes are as follows:

University of Oregon $11,083,878
University of Oregon Medical School 4,803,519
University of Oregon Dental School 1,312,158
Oregon State University 12,982,409
Portland State College 3,530,803
Oregon College of Education 1,401,018
Southern Oregon College 1,328,201
Eastern Oregon College 1,041,568
Oregon Technical Institute 1,521,869
General Extension Division (including charges of $412,841 for physical facilities and services used jointly with PSC) 3,205,984
Centralized Activities 874,880
Western Interstate Commission for Higher Education 38,400
Board's Reserve for Land Purchases & Plant Rehabilitation 107,875
1962 Summer Session Contingency Reserve 25,000
1962 Summer Session Workshops (to be financed entirely from summer session fees as the workshops are requested) 20,000
Reserve for Public Liability Insurance 2,727
Total Recommended Budgets for Instruction, Research, and General Purposes $43,280,289

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

UO Medical School Teaching Hospital and Clinic $3,533,267
University State Tuberculosis Hospital, UO Medical School 479,969
Crippled Children's Division, UO Medical School 886,429
Dental Clinics, UO Dental School 236,500
Federal Cooperative Extension Service in Agriculture, Home Economics, and 4-H Club Work 3,546,897
Agricultural Research, Experiment Stations, including the Forest Research Laboratory (transferred to Oregon State University by the 1961 Legislature) 4,832,865
Total Recommended Budgets for State-Wide Public Services $13,515,927

Total Recommended Budget, All Divisions $56,796,216

The student enrolments estimated for the current biennium in the operating budget approved by the 1961 Legislature contemplated total State System enrolment increases of 6.7 per cent in the year 1961-62 and 3.0 per cent in 1962-63. The actual enrolment increase in the fall term of 1961-62 was 15 per cent, and it is now estimated that the 1962-63 enrolments will increase a further 7.8 per cent. This means that the institutions will probably be caring for 3,944 more full-time equivalent students during the year 1962-63 than were estimated in the operating budget approved by the 1961 Legislature.
In order to care for the large number of unanticipated students during the year 1962-63, the executives of the institutions have recommended, and the Finance Committee of the Board has approved, the following principal measures:

1. Reduction of budgeted expenditures in the fiscal year 1961-62 and the carrying forward into the fiscal year 1962-63 of the 1961-62 forced savings in the amount of $425,000. This amount is to be applied to provide additional teaching positions and to meet in part the other increased operating costs resulting from the unanticipated increase in student enrolments.

2. Increases in the year 1962-63 of student fee rates, (1) for residents of Oregon, a temporary increase in total annual fees from $270 to $300, for 1962-63 only; and (2) for nonresident students an increase in total annual fees from $570 to $630. It is understood that when the Board presents its 1963-1965 biennial requests to the Governor and the 1963 Legislature, it will be assumed that the student fees from residents of Oregon are to be restored to the present 1961-62 rates.

The legislatures of 1955, 1957, 1959 and 1961 each requested that the Board raise student fee rates to meet in part the increases in operating costs. The total annual fee charges are compared below for the years 1953 through 1962 (including the temporary increase in fees for resident students in the year 1962-63):

<table>
<thead>
<tr>
<th></th>
<th>Total Annual Fees per Student</th>
<th>Increase since Yr. 1953-54</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Residents of Oregon:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UO, OSU and PSC</td>
<td>$165 $195 $213 $255 $270 $300 $135 82%</td>
<td></td>
</tr>
<tr>
<td>UO Med. &amp; Dental</td>
<td>456 534 564 603 627 657 201 44%</td>
<td></td>
</tr>
<tr>
<td>OCE, SOC and EOC</td>
<td>120 150 177 219 234 264 144 120%</td>
<td></td>
</tr>
<tr>
<td><strong>Nonresidents of Oregon:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UO, OSU and PSC</td>
<td>$345 $405 $438 $510 $570 $630 $285 83%</td>
<td></td>
</tr>
<tr>
<td>UO Med., and Dental</td>
<td>636 792 837 906 975 1,035 399 63%</td>
<td></td>
</tr>
<tr>
<td>OCE, SOC and EOC</td>
<td>180 240 282 354 414 474 294 163%</td>
<td></td>
</tr>
</tbody>
</table>

As a result of the increases in fee rates during recent years, the students are making a substantial contribution toward the increased operating costs in the institutions. Partly offsetting the increases in student fee charges, the 1959 Legislature authorized the Board to increase the number of fee remission scholarships from 2.0 per cent of the enrolments to 2.5 per cent, and the 1961 Legislature provided a cash scholarship fund for the state of $125,000 for the 1961-1963 biennium, to be administered by the State Scholarship Commission and to be available to students in both public and private institutions. Of the scholarships awarded during the first year of the current biennium, 12 per cent were for students in private institutions and 88 per cent were for students in the publicly-supported four-year colleges and universities.
The budget for the year 1961-62, the first year of the current biennium, provided for an increase of 81 teaching positions at the nine campus institutions. The proposed budget for the year 1962-63 includes a further addition of 128 to the teaching staffs. The legislature, during the past several sessions, has based its provision of funds for teaching staffs upon a calculation of the ratio of the number of full-time equivalent students to the number of teaching positions. Using the ratio method, the Board of Higher Education requested a composite student-teacher ratio for six institutions during the current biennium of 16.1 based on fall term enrolments. The 1961 Legislature approved a budget which provided a student-teacher ratio of 16.1, but based on average enrolment for the three terms, instead of the fall term enrolment. The composite ratio of 16.1 approved by the 1961 Legislature, based upon average full-time equivalent enrolments for three terms, corresponds to a ratio of 17.0 based on fall term full-time equivalent enrolments. The individual ratios represented in the approved composite ratio of 16.1 were for the University of Oregon, 15.0; for Oregon State University, 15.0; for Portland State College, 19.0; for Oregon College of Education, 20.0; for Southern Oregon College, 20.0; and for Eastern Oregon College, 18.0. Because of the over-realizations of enrolments during the current biennium, the composite student-teacher ratio rose to 18.6 for the year 1961-62. With the addition of 128 teaching staff positions in the years 1962-63, it is estimated that the student-teacher ratio will be 18.2, based on average full-time equivalent enrolment for three terms. In order to achieve this slight improvement in the student-teacher ratio for the year 1962-63, it was necessary to curtail expenditures in 1961-62, to carry forward $425,000 of 1961-62 budget funds into 1962-63, and to raise student fees temporarily for the year 1962-63, as discussed in a preceding paragraph. In order to reach the composite student-teacher ratio of 16.1, approved by the 1961 Legislature, however, it would be necessary to provide 194 more teaching positions in the six institutions for the year 1962-63.

The usual annual merit step pay increases for eligible classified civil service staff were almost entirely omitted during 1961-62, the first year of the biennium, because funds were not available in the state appropriation for this purpose. In view of this omission during the year 1961-62, the Finance Committee of the Board approved a recommendation of the institutional executives and the Chancellor that the normal annual step increases be provided for the eligible classified staff during the year 1962-63. It was understood that the step pay increases would have to be financed from savings due to staff turnover and, to the extent necessary, from budget balances to be carried forward from the 1961-62 fiscal year. The step increases are in accordance with the approved state civil service pay scale as revised July 1, 1961. The annual step increases as provided under the state-wide policy range from $144 to $480 per year for classified positions in the institutions in the Oregon State System of Higher Education.
"The academic staff salary adjustment fund, as included in the operating appropriation approved by the 1961 Legislature, provides for a 6 per cent increase in the year 1962-63. When the Board's biennial budget requests were presented to the Governor and the 1961 Legislature, it was indicated that if a salary adjustment fund were provided by the legislature, the salary scale for academic staff would be improved. Accordingly, in the budget plan approved for the fiscal year 1962-63, the Finance Committee with the other Board members present, recommended that the salary scale for academic staff be revised to read as follows:

OREGON STATE SYSTEM OF HIGHER EDUCATION
Proposed Salary Scale for Academic Staff Effective July 1, 1962

<table>
<thead>
<tr>
<th>Number ofMos.</th>
<th>Step</th>
<th>1st</th>
<th>2nd</th>
<th>3rd</th>
<th>4th</th>
<th>5th</th>
<th>6th</th>
<th>7th</th>
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<tbody>
<tr>
<td>Rank</td>
<td>Per Yr.</td>
<td>Ease</td>
<td>Step</td>
<td>Step</td>
<td>Step</td>
<td>Step</td>
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<td>Step</td>
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<tr>
<td>Instructor</td>
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<td>10 Mos.</td>
<td>$250</td>
<td>$5,000</td>
<td>$5,250</td>
<td>$5,500</td>
<td>$5,750</td>
<td>$6,000</td>
<td>$6,250</td>
<td>$6,500</td>
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<td></td>
<td>12 Mos.</td>
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<td>6,600</td>
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<tr>
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<td>8,800</td>
<td>9,200</td>
<td>9,600</td>
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<td>480</td>
<td>9,120</td>
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<td>12,000</td>
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<td>16,675</td>
<td>17,400</td>
<td>18,125</td>
<td>18,850</td>
</tr>
</tbody>
</table>

OREGON TECHNICAL INSTITUTE

Instructor - - - - - - Same as above

Instructor II: 10 Mos. 300 6,175 6,475 6,775 7,075 7,375 7,675 7,975 8,275
12 Mos. 360 7,410 7,770 8,130 8,490 8,850 9,210 9,570 9,930

Assistant Professor - - - - - - Same as above

Associate Professor - - - - - - Same as above

Dean - - - - - - Same as for Professor (12 Mos.) above

Provision for Above-Scale Salary Rates. In accordance with the Administrative Code provision approved by the Board at the time the original salary scale was adopted in July 1956, appointments may be made at salary rates below the indicated first steps and above-scale salary rates are to be permitted for a few outstanding staff members in each of the academic ranks."
'Operating within the above salary plan, the average salary of all academic staff in teaching, research, extension and administration has been increased from $9,022 in 1961-62 to $9,461 in 1962-63, an increase of 4.87 per cent.

'The 1962-63 increases in academic staff salary averages do not reach 6 per cent in the various ranks for the following reasons:

1. Appointments of added staff are for the most part in starting salaries near the lower ends of the ranges.

2. Staff members promoted in rank usually fall near the lower end of the salary range in their new ranks.

'Increases are provided in the 1962-63 budget for instruction and general services in the aggregate amount of $214,089 to cover the automatic additions to operating costs in the state assessments for retirement, for state industrial accident insurance, for Federal Social Security, and for state civil service assessments. An increase of $138,260 is provided to cover the physical plant operation and maintenance costs of new buildings to be in use during the year 1962-63.

'The proposed budget for Portland State College includes the new division of Social Service Work for which operating funds were provided by the 1961 Legislature. Of the total biennial appropriation of $170,157, the amount of $86,024 is budgeted for the year 1962-63 to provide for the operating costs of the new division, including an academic staff of four members, secretarial staff, library books and operation, and costs of supplies, travel and equipment. In accordance with the plan recommended by the Board and approved by the 1961 Legislature, the Social Service Work division will begin instruction in the fall of 1962, the second year of the biennium. Negotiations for the acquisition of a building to house the division are under way. The amount of $51,500 has been reserved for the building purchase and remodeling in the budget of the current fiscal year, 1961-62.

'During its consideration of the biennial operating budget for the Department of Higher Education, the 1961 Legislature through its Ways and Means Committee decided to remove from the 1961-1963 biennial budget the Board's Emergency Fund of $137,500 per year or $275,000 for the biennium. The Board has had legislative approval to carry the emergency reserve in its operating budget since 1937. In accordance with the action by the 1961 Legislature, the proposed operating budget for 1962-63 includes no Board's emergency reserve from unrestricted funds. It is expected that after the records for the current fiscal year are closed in September 1962 there will be some unexpended budget balances and overrealized student fee income which can be used as an emergency reserve during the year 1962-63. It is important to note that the Board's previously budgeted emergency reserve of $137,500 per year represented less than 0.5 of 1.0 per cent of the total operating budget from unrestricted funds. The reserve was used to care for unforeseen costs and emergencies which could not be estimated three years in advance when the biennial budgets were prepared.
'The units of the State System financed from special state appropriations and from other restricted funds, including the Medical School teaching hospitals and clinics; the Crippled Children's Division; the Dental Clinics; the Federal Cooperative Extension Service in agriculture, home economics, and 4-H club work; and the Agricultural Experiment Stations have all prepared their budgets under the same general policies as approved for the campus instructional units. Identical salary and wage adjustment policies have been followed in those divisions. The state funds budgeted for the year 1962-63 in each of the divisions represent slightly more than half of the biennial state appropriations to allow for provision of the further 6 per cent salary adjustments during the year 1962-63, with the exception of the Teaching Hospital and Clinic at the Medical School. In a separate report to be presented today to the Finance Committee, the matter of the procedure to be followed in connection with the budget deficiency in the Medical School Teaching Hospital will be discussed. The state funds are supplemented by estimated nonstate income such as patient fees, sales and service fees, federal funds, county funds, and gifts and grants. On pages 14 through 22 of the Budget Summaries document, the sources of funds for each of the state-wide services are analyzed.

'Because of the large overrealization of student enrolments during the current year and anticipated for the year 1962-63, the operating budgets for both fiscal years 1961-62 and 1962-63 are seriously inadequate in all areas of operation. There is urgent need at the present time for added teaching staff, teaching supplies and equipment, clerical staff, and increases in all other operating budget areas. In view of the large budget deficiencies in the current biennial budget, and in view of the further substantial increases in enrolment anticipated during the next biennium, it is certain that it will be necessary for the Board of Higher Education to request what will appear to be very large increases in state appropriations in its requests to the Governor and the 1963 Legislature for the 1963-1965 biennium.

'The general policies followed both in the biennial budget requests and in the 1962-63 annual budget were discussed and formulated in conference with the institutional executives before they were presented to the Board. The budgets now presented for all of the institutions have been approved by their respective executive officers. I wish to commend the institutional executives and their staffs for their splendid cooperation in working out policies and procedures and in the preparation of their detailed budgets. I wish to express appreciation also of the time and consideration given by the Finance Committee and other Board members to the formulation of budget policies and to the presentation of budget needs to the 1961 Legislature. I recommend approval by the Finance Committee and the Board of the 1962-63 operating budget as contained in the document entitled "Budget Summaries and Personnel Adjustments" and in the document entitled "Budget Supplement".

"The Committee concurs in the Chancellor's recommendations."
The Board adopted the report as presented and approved the total 1961-62 budget as outlined in the report; the Board also approved the personnel adjustments presented in the volumes "Budget Summaries and Personnel Adjustments for the Fiscal Year Ending June 30, 1963, and "Budget Supplement, Year 1962-63".

Mr. McKeen concluded the report of the Finance Committee with the following:

1962-63 Deficiency in Teaching Hospital Budget and Recommended Measures To Prevent Closing One Unit, UOMS

"The Chancellor reported that 'in the biennial budget for the current biennium, approved by the 1961 Legislature for the Medical School Teaching Hospital and Outpatient Clinic, the amount of the state appropriation was reduced below the Board's biennial budget request in the amount of $277,311. In testimony before the 1961 Legislature, the Dean of the Medical School, the Director of the Teaching Hospital and the Business Manager stated that it would not be possible to maintain services in all departments of the Teaching Hospital during all of the 24 months of the current biennium if the reduction of $277,311 were made in the Board's requests. In their testimony the staff of the Medical School presented information to the effect that costs of medical care in hospitals and clinics throughout Oregon and the United States had been advancing at the rate of 5 per cent to 10 per cent a year since 1945, and that careful studies by responsible organizations indicated that increases in costs of medical care would continue. They pointed out that at that time that the chief reason for the increase in hospital costs is the advancement of medical knowledge, bringing new methods of diagnosis and treatment for many types of illness. They indicated that once the new developments are available and incorporated into the accepted methods of medical and hospital care, they must be used when indicated in the treatment of any hospital patient.

'When the operating budget for the fiscal year 1961-62, the first year of the current biennium, was presented to the Board on June 26, 1961, following adjournment of the 1961 Legislature, it was reported that the Medical School had found it necessary to budget 51.4 per cent of the biennial state appropriation for the Teaching Hospital and Clinic during the first year of the biennium. The Dean of the Medical School and the Director of the Teaching Hospital reported again at that time that due to reductions in the Board's requests to the 1961 Legislature for funds to operate the Teaching Hospital, it would probably be necessary to close part of the Hospital during the year 1962-63, the second year of the current biennium.

'When the annual operating budget for the year 1962-63 was filed in the Chancellor's Office by the Medical School on March 21, 1962, the Dean of the Medical School and the Hospital Director reported that unless additional operating funds are made available it will definitely be necessary to close one unit of the hospital consisting of 34 beds for adults during the entire fiscal year 1962-63, beginning
on July 1, 1962. The Dean and the Medical Director indicated that they are extremely reluctant to propose this action, which means the closing of more than 25 per cent of the medical and surgical beds for adults in the 270-bed Teaching Hospital for the following reasons:

1. It would mean the loss during the year 1962-63 of needed teaching facilities for medical students.

2. It would reduce Oregon's available hospital space for patients who are referred to the Teaching Hospital by Oregon physicians in all parts of the state.

3. It would be necessary to disband the nursing and technical staff now employed on this floor of the hospital. Due to the shortage of trained and experienced nursing and technical staff, it would be very difficult to recruit staff for resumption of service on this floor at the end of a year.

4. Closing a floor of the hospital would mean that facilities representing an investment of approximately $500,000 in state funds would be idle for a year.

In view of the above circumstances, it is my recommendation that emergency measures be taken to prevent the closing of this urgently-needed facility, if possible. The Dean and the Medical Director have already taken steps to reduce the deficiency for the current biennium as shown in the following condensed financial statement provided by the Medical School:

Prospective deficiency estimated at beginning of the 1961-1963 biennium - reduction in Board's budget request for Teaching Hospital and Clinic for the biennium in the operating appropriation finally approved by the 1961 Legislature $ 277,311

Add: Further increases in costs above those estimated in the original biennial budget, resulting from increased costs for patient care (1.7 per cent of the original budget estimate) 125,836

Subtotal, estimated deficiency, revised $ 403,147

Less: Estimated increases in patient fee collections for biennium over amount anticipated in original budget $213,967

Estimated unexpended balance in the University Tuberculosis Hospital budget for the biennium which can be applied against the Teaching Hospital deficit 64,764

Total funds available to meet portion of the deficiency 278,731

Net estimated deficiency for the current biennium which would require the closing of a 34-bed unit in the Teaching Hospital $ 124,416
I recommend that the following emergency measures be taken to prevent the closing of a 34-bed unit in the Medical School Teaching Hospital:

1. That half of the deficiency be provided during the year 1962-63 from the Board's Emergency Reserve which was originally intended to be used to care for emergencies in connection with the instructional program during the second year of the current biennium

   $ 62,208

2. That the Board request the State Emergency Board to reserve an equal amount to be released effective January 1, 1963, if required

   $ 62,208

   $ 124,416

"The Committee concurs in the recommendations presented by the Chancellor."

The Board adopted the report and approved the recommendations, with the understanding that the total funds to be provided from the Board's Emergency Reserve would be used only if matching funds were made available by the State Emergency Board. However, a portion of the $62,208 from the Board's Emergency Reserve may be used to permit an orderly closing of the unit.

Mrs. MacNaughton, Chairman of the Committee on Curricula, presented the following report:

"The Community College Law enacted by the 1957 Legislature requires the State Board of Higher Education to approve all courses offered by the community colleges for college transfer credit and to approve the instructors teaching the courses. At its January 1960 meeting, the Board delegated to the Chancellor's Office authority to approve community college transfer courses and instructors with periodic reports to be made to the Curriculum Committee of the Board. This responsibility is carried out by a Community College Committee, composed of representatives from the faculties of the several institutions and chaired by a member of the Chancellor's staff, which reviews proposals submitted by the community college presidents through the State Department of Education and recommends approval or disapproval to the Chancellor.

"Dean James W. Sherburne served as chairman of the Community College Committee from 1957 until January 1961 when he resigned from the position. At the request of the Chancellor, Dr. Francis B. Nickerson is now serving as chairman of the committee. The committee, both under Dean Sherburne and Dr. Nickerson, has worked closely with the community college presidents and the State Department of Education to assure the students of Oregon proper quality in college transfer courses offered at the community colleges."
"At the October 23, 1961, meeting of the Curriculum Committee of the Board, Dean Sherburne described in some detail the procedures followed by his committee. The Curriculum Committee of the Board recommended that a policy statement be prepared for the consideration of the Board that would assure a quality of instruction at the community colleges equivalent to that offered in State System institutions.

"The sheer volume of applications for approval coming in from the community colleges necessitates some revision in existing procedures. As a result of a series of meetings among the community college executives, State Department of Education officials, and the Community College Committee, an agreement has been worked out which will (1) assure that instruction in college transfer courses offered at the community colleges will be equivalent in quality to that available on the campuses of the State System of Higher Education and (2) establish efficient procedures for the approval of college transfer courses and instructors.

"The agreement comprises the following items:

1. Courses currently offered at the community colleges for transfer and the faculty teaching them have all been approved for 1961-62 in accordance with customary procedures.

2. In the future, all requests for approval of courses and instructors for college transfer work will be channeled directly to the State System of Higher Education Community College Committee through the State Department of Education. Actions of the committee, upon approval by the Chancellor, will be reported to the State Department of Education. (Instructors' credentials will be returned by the committee directly to the community colleges.) Periodic summaries of approvals will be reported by the Chancellor to the State Board of Higher Education.

3. The Community College Committee will act promptly on requests for approval of faculty when they are received. The minimum academic qualifications for instructors will be a master's degree in the major subject field with substantial coursework in any supporting field. Exceptions to this requirement will be made rarely and only when warranted by unusual nonacademic qualifications such as professional background and experience in the area to be taught. Advice from State System faculties will be requested by the committee whenever it believes such consultation desirable.

4. Each community college will submit a complete list of new courses for which approval is desired to the Community College Committee before July 1 of each year. Requests subsequent to this date may, in unusual situations, be considered on an emergency basis. Proposed courses will be considered on the basis of suitability to the college transfer program and facilities and library available at the community college.
5. The Chancellor's Office will provide the community colleges with syllabi for the college transfer courses it approves. Instructors will use the syllabi as bases for their instruction to assure the subject matter covered in the community college courses is the same as in parallel System offerings.

6. The community colleges will list in their catalogs only those college courses which are approved for transfer and which they expect to offer during the year or two immediately following the issuance of the catalog.

7. Courses not being offered and therefore not listed in a community college catalog are considered dropped. If at some later time it is desired to offer the course, a request for a newly approved syllabus will be initiated.

8. The Community College Committee will meet annually on each community college campus to become acquainted with the staff and facilities and discuss with community college officials plans and possibilities for development of the college transfer program.

"The Chancellor recommended that the proposals embodied in the above report be approved. The Chancellor also reported that in accordance with authorization granted at the January 1960 meeting additional courses and instructors have been recommended by the Community College Committee and approved by the Chancellor. A report of the additional courses and instructors approved for each of the community colleges subsequent to the January 23, 1962, Board meeting is included as Supplement A to these minutes.

"The Committee concurs in the Chancellor's recommendation and further recommends confirmation of the course approvals presented in Supplement A."

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

PRESIDENT'S REPORT
Mrs. S. S. Johnson Welcomed

Committee Adjustments Not Available

John Merrifield Awarded Honorary Degree

In the absence of the President, Vice-President Chas. R. Holloway, Jr., officially welcomed Mrs. Samuel S. Johnson of Redmond to membership on the Board of Higher Education. He reported that Mrs. Johnson had been sworn into office by the Governor on the preceding day, April 23, and that she was now a full-fledged member of the Board.

He announced that the adjustments in the Board committee appointments resulting from Mr. Grant's resignation and Mrs. Johnson's appointment would be made by President Walsh at a later meeting.

Vice-President Holloway congratulated Mr. John Merrifield on the honorary degree recently awarded him by Salem College, West Virginia, in recognition of his outstanding work with the American Humanities Foundation. Mr. Merrifield has long been an active worker for the Foundation, an organization which helps finance education costs for students in the field of youth leadership. He was one of three to be honored at a special convocation.
The following Board members were appointed as representatives to the several commencement exercises and to approve degree lists:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Commencement Date</th>
<th>Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oregon State University</td>
<td>Sunday, June 3</td>
<td>Mr. Merrifield</td>
</tr>
<tr>
<td>University of Oregon</td>
<td>Sunday, June 10</td>
<td>Mr. Holloway</td>
</tr>
<tr>
<td>UO Dental School</td>
<td>Thursday, June 14</td>
<td>Mr. Hart</td>
</tr>
<tr>
<td>UO Medical School</td>
<td>Friday, June 8</td>
<td>Dr. Purvine</td>
</tr>
<tr>
<td>UO Nursing School</td>
<td>Thursday, June 7</td>
<td>Mr. McKeen</td>
</tr>
<tr>
<td>Portland State College</td>
<td>Sunday, June 10</td>
<td>Mr. Walsh</td>
</tr>
<tr>
<td>Oregon College of Education</td>
<td>Friday, June 8</td>
<td>Mr. Forrester</td>
</tr>
<tr>
<td>Southern Oregon College</td>
<td>Sunday, June 3</td>
<td>Mr. Holloway</td>
</tr>
<tr>
<td>Eastern Oregon College</td>
<td>Friday, June 8</td>
<td>Mrs. Johnson</td>
</tr>
<tr>
<td>Oregon Technical Institute</td>
<td>Friday, June 8</td>
<td>Mr. Walsh</td>
</tr>
</tbody>
</table>

The Secretary of the Board was instructed to send each member an official notice of appointment.

The next meeting of the Board will be held on the University of Oregon campus, in Eugene on June 11 and 12.

Mr. Holloway read a letter from President Stevenson of Southern Oregon College inviting the Board to hold its July 23 and 24 meeting in Ashland. On motion by Mr. Merrifield and second by Mr. Hart, the Board voted to hold the July 1962 meeting on the Southern Oregon College campus.

Dr. Earl M. Pallett, Secretary of the Board, announced that the Public Relations Director of the West Coast Lumbermen's Association, Mr. Arthur W. Priaulx, had asked to be permitted to appear before the Building Committee of the Board to discuss the use of native Oregon lumber in the design of future buildings contemplated for the State System. Dr. Pallett indicated that arrangements had been made for Mr. Priaulx to make his presentation at the June meeting of the Board in Eugene.

The Board Secretary reminded the Board that Mr. Max Manchester, Executive Secretary of the Public Employes Retirement Board, will also be present at the June meeting. Mr. Manchester has consented to outline to the Board and institutional executives the current coverage available under the Oregon Public Employes Retirement Plan and to answer questions from the Board and institutional executives.

The Chancellor opened his remarks with the following report on the effects of over-realized enrolments on the operations of the State System colleges:

"Several months ago the Board requested the institutional executives to furnish a report showing in specific and concrete form the expenditures which have been exercised to cope with the shortage of operational funds resulting from over-realized enrolments."
"That report is now before the Board. You will note that the report includes statements from the two universities, Portland State College, Eastern Oregon College and Oregon College of Education. It does not include any report from Southern Oregon College, or from the Medical and Dental Schools, because these institutions did not exceed their budgeted enrollments by any appreciable amount. It does not include a statement from Oregon Technical Institute because this institution is so new to the State System that we have no real basis of comparison with operating experience in other years, and also because the problems of a technical institute are not easily comparable with those of the regular, four-year colleges and the universities.

"This brief report illustrates the expedients to which the universities and colleges have resorted in order to deal with last fall's heavy increases in enrollments. It deals largely with facts and figures and only a few conclusions are drawn. I should like to take a few minutes to interpret these facts—that is, to put some flesh on the skeleton.

"In the first place, I am sure you will recognize at once that the presidents and their staffs have done an excellent job of making do with what they had. Ingenuity and patience have been used to spread the load among staff members and to make the best use of existing facilities. In leafing through the reports from the institutions you will see case after case of professors with heavier than usual teaching assignments who have, in addition, taken on assignments for advising larger numbers of students, many of them at the graduate level. You will discover that some laboratories have been staffed from seven in the morning until nine at night, making it necessary to work Saturday afternoons or Sundays to set up new experimental materials. Open and closed circuit TV have been used at some institutions to spread the teaching load, especially in lower-division lecture courses. Some use has been made of language laboratories and teaching machines. At the two universities, graduate assistants have been used in teaching to a greater extent than ever before. The colleges which do not have graduate assistants have, in some cases, employed low-cost, part-time help or used senior students as assistants; and when this was not possible, they have simply continued to overload regular teaching staff.

"The emphasis has been on attempting to maintain, as far as possible, the quality of instruction. The first consideration has always been the students themselves, and this is as it should be. And yet, almost without exception, the reports tell us in so many words that the quality of instruction has deteriorated.

"The deficit of physical facilities, while very important from the long-range point of view, was not a primary concern when these reports were written. Nor were we concerned with the deterioration of non-teaching services, either those normally rendered to the state and the community or those which make possible the normal functioning of the institution—the libraries, the business and registrar's offices and the physical plants. The primary focus of this report is the relationship of teacher and student. What this
skeleton report means when it says that the quality of instruction has deteriorated is that the relationship between student and professor has deteriorated—that the professor has more students than he had before and, therefore, is able to do a less satisfactory job of teaching.

"The college professor has, in reality, six jobs. The first, of course, is the actual teaching of his class, the job of delivering the lecture, stimulating the discussion, conducting the class. The second job is the preparation of the lectures or materials which he will present to the class. The third area of the professor's work is his own continuing education. This includes the study of new publications in his discipline and attendance at meetings of his professional societies. At present, with the so-called explosion of knowledge on all fronts, merely keeping abreast of his colleagues is a challenge to his time and energies. His fourth job is to make his own contribution to this explosion of knowledge, and this is necessary for at least two reasons: first, it gives vitality and direction to his teaching; and second, such research renders service to the nation and brings distinction to his institution. The fifth job of a college professor is counseling and advising his students, discussing their projects with them, advising them on courses of study, and even, in many cases, listening to their personal problems. The sixth and final task of the teacher is the evaluation of student work, the reading and grading of term papers and examinations, and the final assessment of the student's progress and potential, as well as his mastery of the subject matter.

"All these elements of the professor's work have a very direct bearing on his performance as a teacher, and if any one of them is neglected long, the quality of instruction deteriorates.

"Now let us examine the chief measures and expedients used by the institutions this fall when they had to make room for almost two thousand more students than were anticipated in their budgets.

"The institutions handled their overloads generally by one or more of the following: (1) They used, where possible, television and mechanical learning devices, such as language laboratories; (2) they limited enrolments in certain classes; (3) they eliminated certain courses or postponed offering them; (4) they turned over to graduate assistants or part-time temporary help jobs normally done by regular staff; and (5) they overloaded the faculty. What do these measures mean in terms of the instruction offered?

First, use of educational television and mechanical teaching devices has, as all of you are aware, limited applicability. A lecture course, conducted on television, normally requires discussion sessions in small groups as part of the learning process and there is always written work to be evaluated, so that, even in courses suitable for television instruction, much follow-up by other staff members is necessary. Language laboratories were already scheduled to the maximum—there are simply not enough of them in the System to take up any real slack. And teaching machines are in the experimental stage only.
"Limiting enrollments in certain classes has been necessary almost throughout the System. The Department of Business Administration at Oregon State University reports, 'We turned away from our registration tables enough students to have filled an unknown number of added sections, probably eight.' Portland State notes four such instances. This is almost always a hardship on the student who is turned away since he has planned his curriculum to include certain courses, or to follow a certain scheduled series. However, limiting the enrollments in classes does serve to protect the large number of students who have been able to enter the classes.

"More serious has been the temporary elimination of certain courses from this winter's curricula because of shortage of staff. Most of the courses temporarily discontinued have been at the upper-division level--second-year language courses and upper-division economics classes are among those mentioned in the reports--and the dislocation of these sequences can be a real hardship to the student who plans to major in one of these areas. Moreover, there is danger of overcrowding the classes when they are resumed because a backlog of interested students will have accumulated. A third factor has been the postponement of new course offerings which had been authorized by the Board in order to meet existing needs. I am referring here to Portland State particularly. Portland State has been forced to delay expansion of undergraduate offerings and also to postpone adding new work at the graduate level.

"The fourth measure resorted to by the institutions was to find additional help wherever they could as an emergency measure. In the two universities this meant, for the most part, the over-employment of graduate assistants, and by that I mean the expedient of using graduate assistants to perform jobs normally done by experienced professional staff. Graduate assistants have been used to take complete responsibility for some sections at the freshman level, responsibility for lecturing and conducting the classes, together with student conferences and evaluation of student work. This is a departure from the usual practice of using graduate students to assist regular staff and to work under their supervision. At the colleges which do not have graduate assistants to draw upon, temporary help has been engaged--recent graduates, housewives, high school teachers, community lecturers, and even senior students. They took whoever was available at low salary rates to help out. Sometimes this kind of emergency help is excellent, and sometimes it is completely inadequate. In any case the practice of hiring temporary staff of this kind is highly unsatisfactory on any basis but that of a real emergency. It constitutes a definite lowering of standards of teaching, because the quality of teaching by even a talented amateur seldom compares with the standard performance of the professional full-time scholar.

"Still another measure to which all institutions have resorted this year has been the simplest one of all--that of overloading the faculty."
"What happens when a professor of English literature who would expect a complement of 40 to 45 in his class finds himself faced by 90 students? This is a lecture course. Some might think it would make no difference to him whether he has 40 or 90 faces before him. But the English Department of the University of Oregon says: 'The overflow in these sections made it necessary to reduce the amount of written work and to increase the amount of paper-reading by graduate students in even upper division courses'. In other words, the student is not required to write as many papers because less time is available to grade them. Thus the student has fewer opportunities to communicate in writing what he has learned and thought. Many term papers, even for freshmen, are 1,000 to 2,500 words in length, and each one often requires at least an hour's study on the part of the professor who receives it. Forty additional term papers, then, amounts to about 40 hours of additional work. If the professor carries three such courses, this could mean 120 hours of work per term in addition to his normal load—in many cases it means less time spent evaluating each paper. At this point the quality of instruction deteriorates, because the professor has less basis for evaluating both his own work as a teacher and the work of his students for whom he is responsible.

"All of the reports reveal that the institutions overloaded their faculties. This single step, which may seem to those who are not in the business of education such a simple way to deal with the problem, is potentially the most destructive measure that can be taken. Laymen may say, 'What's the problem? Just put another chair or two in the room. Three or four more students for every professor shouldn't matter'.

"But this is just what does matter. If the student were just another face in a big lecture hall, just another unseen viewer before a television camera, this extra face or pair of eyes really wouldn't matter. But the student requires a great deal more than this. He wants to be identified as an individual, he wants his written work evaluated carefully and fairly (and by his professor, if possible, rather than by the graduate assistant), he wants thoughtful advice concerning his educational program, and occasionally he wants a teacher who becomes a friend as well as a teacher. The kindly encouragement which many graduate students often receive from their major advisers might save many a freshman from academic disaster.

"As significant as the immediate deterioration of the level of instruction, as the loss to this year's students in the quality of the education they have received, is the long-range implication of overloaded faculties. I have already described to you the six jobs of a college professor. When this college professor is overloaded by having too many students, what happens to those six jobs?
If he is conscientious about meeting the immediate needs of his students, probably the first thing that will go by the board will be his research activity. Next, if the load is still too heavy, he may be unable to keep abreast of the rapidly developing advances in his own field of learning. Some of the reports have already told this story. Or, if he manages to keep up with his own education, he may be slighting the written work of his students. Probably the last task to suffer is his class preparation.

"The attached summary conveys in the direct language of the institutional reports their efforts to cope with the over-realized enrolments this year. We are all grateful for the splendid efforts made by the faculties to maintain the quality of instruction at a high level. The fact remains that the reports reveal a deterioration in this quality—and inevitably the students will suffer."

The Chancellor's report on the effects of over-realized enrolments was followed by a general discussion in which Board members asked for clarification and expansion of some of the statements. There was particular interest in the use of mechanical devices for teaching aids, such as television, language laboratories and teaching machines. The Chancellor explained that language laboratories are an excellent teaching aid but that there are not enough of them in the various schools. Teaching machines are still in the experimental stage. Classroom television, both open and closed circuit, although a proven and accepted method of teaching certain phases of some courses, is a very expensive method. Because of the heavy demands on potential federal funds for television teaching, it is doubtful that even this source could be counted on for enough to make any substantial inroad on the needs of the State System for expansion beyond present use. Competition for competent staff among all the institutions in the nation will become more and more marked as enrolments all over the country increase. There are indications that there will also be greater competition salary-wise with industry, particularly in the technical fields. In answer to the question as to what the institutions are doing to encourage students to go into college teaching, Dean Jones stated that the University is now planning a program in college teaching which will be presented to the Board for approval at a later date. Mr. Holloway closed the discussion by thanking the newspaper, radio, and television representatives for making their media available to tell the public of the needs of higher education.

Policy Relating to Class Size

In direct relation to the above report, the Chancellor indicated that a policy statement on class size had been prepared by the institutional executives for presentation to the Board for approval. As a preface to the proposed policy, he explained that:

"The institutional executives have been considering the problem of small classes for some time, and about two years ago agreed that any regular class enrolling fewer than ten students should be discontinued unless some compelling educational reason justified its continuation. The responsibility for making this educational determination has rested with the institutional executives and has been exercised in fact by the instructional deans or their counterparts in the smaller institutions."
"To focus attention upon this important economy, and to lend Board status to the decision, the institutional executives are recommending to the Board that it officially adopt a policy related to class size as follows:

Unless a compelling educational reason exists, no lower-division section enrolling fewer than ten students will be continued. The responsibility for determining whether a compelling educational reason exists for a particular class will be exercised by the institutional executives through their instructional deans. At the upper-division level, regular class sections enrolling fewer than ten students will be discouraged. It is recognized, nonetheless, that upper-division electives and required sequences in specialized curricula may make it necessary to offer classes below the standard of ten students at the upper-division level in more numerous instances than at the lower-division level. Seminars, thesis, and reading and conference offerings are not to be construed as regular classes for purposes of this standard.

Because of the individualized nature of graduate study, no specific standard related to class size is proposed at the post-baccalaureate degree level."

After some discussion on the implications of the policy, the Board adopted the report and approved the policy related to class size as presented by the Chancellor.

1961-62 Federal As the third item of his report the Chancellor called attention to Contract Research. The report on contract research submitted by the Agricultural Experiment Station at Oregon State University. The report listed in detail the research projects by departments together with the amount of grant funds received for 1961-62. The Chancellor stated:

"A complete summary of all gifts and grants to the System during the current academic year will be given at the June meeting. However, I want to call particular attention at this time to the notable amount in research grants with federal contract agencies which the Oregon State University Agricultural Experiment Station has received during the current year to supplement and appreciably expand the regular Experiment Station research program. Their federal agency contracts applicable for research in the current year amount to $607,393. Some of the contracts cover a period of more than one year; this means that the total received in federal contract grants is much higher than $600,000.

"Most of the projects being carried on by the Experiment Station are in the area of fundamental research in sciences related to agriculture and are mainly concerned with the health and well being of our citizenry. One of the most striking and spectacular programs has been the study of food preservation by gamma radiation. Possibly you have read of some of the results of this study. The findings of such research will be of value not only to Oregon but also to applied research scientists in all countries. The report which has been handed Board members lists in detail the federal contract research programs now underway in the various departments of the Agricultural Experiment Station. You may be interested in seeing the complete spread of the projects now in progress."
"These federal funds are granted on the basis of the professional ability of scientists for research in their specialized areas. The very extensive program in sciences related to agriculture it seems to us is concrete evidence of the research capacity and status of Oregon State Experiment Station staff members on a national level."

As the final item in his report, the Chancellor informed the Board that because of the problems faced in connection with interinstitutional television instruction caused by the shift in time in the Portland metropolitan area to daylight saving time, adjustments in class time of several other institutions were necessary. After conferring with the institutional executives concerned, it was agreed that at Oregon College of Education, the University of Oregon, and Oregon State University the instructional and work schedules would be moved ahead by one hour without a change in the clocks at these institutions. The institutions will remain on Pacific Standard Time but will move their instructional and work schedules ahead by the one hour to coordinate the instruction time with that of the Portland area so that students receiving instruction by television would not be inconvenienced.

The Chancellor announced that Dean Baird had arranged a tour of the Primate Center at 1:30 P.M., following the current Board meeting for those Board members and institutional executives who will not be able to attend the formal dedication ceremonies on May 4, 5, and 6.
Item 1

Report of Inspection & Acceptance of East Wing of Science Building Addition, UO

On April 4, 1962, the Chancellor and Secretary of the Board, accompanied by University of Oregon officials, the architects, engineers, contractors, and others, inspected and accepted the work of construction contractors for the East Wing of the First Addition to the Science Building, subject to the completion of a few minor items. The south wing had been inspected and accepted as of September 19, 1961.

The revised construction budget is indicated below in comparison with the budget previously approved by the Board on April 26, 1960, and modified June 14, 1960:

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<thead>
<tr>
<th>Description</th>
<th>Original Budget</th>
<th>Revised Budget</th>
<th>Increase or Decrease</th>
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</thead>
<tbody>
<tr>
<td>Direct Construction:</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>General Work - Vik Construction Co., Eugene</td>
<td>$1,048,534</td>
<td>$1,110,666</td>
<td>$62,132</td>
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<tr>
<td>Mechanical Work - R. H. Chapman Co., Eugene</td>
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<tr>
<td>Electrical Work - L. H. Morris Electric Co., Eugene</td>
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<td>Laboratory Fixtures - Vik Construction Co., Eugene</td>
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<td>Total Direct Construction Costs</td>
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<td>Architects' and Engineering Fees, including model testing</td>
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<td>Movable Equipment</td>
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<td>Construction Supervision</td>
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<td>Landscaping and Miscellaneous Costs</td>
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<tr>
<td>Contingencies</td>
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<td>(48,292)</td>
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<tr>
<td>Total Project Costs</td>
<td>$2,110,000</td>
<td>$2,173,152</td>
<td>$63,152</td>
</tr>
</tbody>
</table>

(1) Includes acceptance of alternate for installation of elevator and greenhouse as well as other contract modifications incorporated within a total of 50 change orders.

(2) Includes mechanical equipment for greenhouse, cost of modifying sewer lines and other changes incorporated within a total of 27 change orders.

(3) Includes numerous electrical circuits for experimental equipment, electrical requirements for the greenhouse and miscellaneous other changes incorporated within a total of 11 change orders.

(4) Includes the addition of a fume hood costing $1,536.85, and other modifications incorporated within 13 change orders.
The sources of funds for this construction project are summarized below and agree with the resources approved by the Board at the October 26, 1960, meeting:

| Appropriation by 1959 State Legislature | $1,705,000 |
| Gifts and Grants: | |
| U. S. Public Health Service: | |
| For building | 277,641 |
| For equipment | 27,200 |
| National Science Foundation | 51,385 |
| Contract Research Overhead | 97,826 |
| Co-op Store Rentals | 12,500 |
| Board's Unrestricted Funds (for preliminary planning) | 1,500 |
| Total | $2,173,152 |

The First Addition to the Science Building was designed by Architects Lawrence, Tucker & Wallmann of Portland, and construction began in May 1960. The project consists of two units, a south wing having an area of 27,131 square feet, housing the geology department and containing a 500-seat lecture room; and the east wing containing an area of 52,611 square feet and providing research facilities for chemistry, biology, and microbiology. The south wing is of conventional design featuring brick veneer finish. The east wing is a unique structure of exposed fire-proofed steel trusses forming a four-story bridge supported on two concrete towers, spaced 155 feet apart with a 22-foot cantilever section on each end. The west cantilever is connected to the original Science Building and includes a greenhouse on the roof. Structural strength is provided for four additional stories on the east wing. One of the considerations for the selection of the design was the flexibility of interior windows and wall arrangements which may be changed at a minimum cost, if necessary or desirable, as the research program develops.

For the total area of 79,742 square feet the direct construction costs of $1,938,884, including laboratory fixtures, average $24.31 per square foot. If one-half the area of the space between the exterior walls of the east wing and the outside of the trusses is included, the gross area of the First Addition to the Science Building would be equal to 83,847 square feet, according to Architects Lawrence, Tucker & Wallmann. On this basis, the direct construction costs would average $23.12 per square foot.

The University of Oregon is supplementing the equipment budget with additional purchases financed from contract research overhead funds which are available for this purpose subject to the approval of the Chancellor's Office.

The Board confirmed the acceptance of the East Wing of the First Addition to the Science Building at the University of Oregon.
Meeting #304-41

April 25, 1962

Item 2

Report of Inspection & Acceptance of Addition to Crippled Children's Division Building, UOMS

On April 6, the Secretary of the Board inspected and accepted the work performed by George A. Moore and Associates for the construction of the Addition to the Crippled Children's Division Building which was authorized at the October 1961 meeting of the Board. The final adjusted contract amount was $22,295.80, or $76.80 more than the initial contract award, because of three minor change orders. The gross area provided in the addition is approximately 2,756 square feet.

Architects Bear, McNeil, Schneider, Bloodworth and Hawes are preparing plans and specifications for the interior partitioning and finishing of this new area and for the remodeling of other offices within the building. Funds for this additional work will be provided from the balance available from the original budget of $36,160 authorized by the Board at the June 13, 1961, meeting and from funds budgeted from the Cardiovascular Research Project.

The Board confirmed the acceptance of the Addition to the Crippled Children's Division Building at the Medical School.

Item 3

Report of Inspection & Acceptance of N. Willamette Branch Exper. Station, OSU

On April 5, 1962, the Secretary of the Board inspected and accepted the work of Len Hufford Construction Co., Portland, relating to the construction of the office and laboratory building for the North Willamette Branch Experiment Station for Oregon State University. This building, which was designed by Architects Blair and Zaik of Portland, is located in Clackamas County near the Aurora-Champoeg interchange on the Baldock Freeway. The final adjusted contract sum was $24,862, which included general, mechanical and electrical work. This amount reflects one change order which was for primary electrical service to the building from the power company pole.

For the total area of 3,200 square feet within the two-story frame building, the direct construction costs average $7.77 per square foot.

Total project costs, including equipment, fees, direct construction costs, etc., were $30,000. Funds were provided from the 1961 State appropriation for Agricultural Experiment Stations.

The Board confirmed the acceptance of the building.

Item 4

Report of Bids & Awarding of Contracts for Library Building, OSU

<table>
<thead>
<tr>
<th>Class of Work</th>
<th>Number of Bids</th>
<th>Low Bid</th>
<th>High Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Work</td>
<td>4</td>
<td>$1,286,050</td>
<td>$1,378,718</td>
</tr>
<tr>
<td>Mechanical Work</td>
<td>4</td>
<td>332,671</td>
<td>363,190</td>
</tr>
<tr>
<td>Electrical Work</td>
<td>7</td>
<td>159,846</td>
<td>171,150</td>
</tr>
</tbody>
</table>

The sum of the low bids, including air conditioning at a cost of $65,221, was well within the cost estimate of the basic work as prepared by Architects Hamlin and Martin of Eugene. Consequently,
contract awards were made, and the following budget was approved for the project:

Direct Construction Costs:
- General Work - W. H. Shields Co., Eugene: $1,286,050
- Mechanical Work - Linn-Pacific Mechanical Contractors, Inc., Albany: 332,671

Total Direct Construction Costs: $1,778,567

Architects' and Engineering Fees: 101,287
Site Costs, including utility services: 30,618
Construction Supervision: 9,000
Furnishings and Equipment: 237,000
Advertising, Moving, and Miscellaneous Costs: 14,600
Contingencies (5 per cent of Direct Construction Costs): 88,928

Total: $2,260,000

The total project costs indicated above are $125,000 less than the $2,385,000 appropriation by the 1961 Legislature. President Jensen recommends that this amount, and any additional savings from the contingency reserve or other items in the Library construction budget, be reserved to supplement the $150,000 appropriation made for the initial unit of the Computer Building, which is estimated to cost $350,000.

For the Library Building, the direct construction costs of $1,778,567 average $13.87 per square foot. The gross area of the building will be 128,230 square feet.

The Board confirmed the contract awards and approved the budget as outlined.

On April 3, 1962, bids were received at Klamath Falls for the construction of the Laboratory Building, Classroom Building, Mechanical and Electrical Equipment Building, Heat Exchanger Building, and outside utilities planned for the new campus of Oregon Technical Institute as follows:

<table>
<thead>
<tr>
<th>Class of Work</th>
<th>Number of Bids</th>
<th>Low Bid</th>
<th>High Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Work</td>
<td>5</td>
<td>$906,686</td>
<td>$1,009,788</td>
</tr>
<tr>
<td>Mechanical Work for Buildings</td>
<td>7</td>
<td>400,000</td>
<td>474,395</td>
</tr>
<tr>
<td>Mechanical Work for Outside Utilities</td>
<td>8</td>
<td>143,000</td>
<td>203,728</td>
</tr>
<tr>
<td>Electrical Work for Buildings</td>
<td>9</td>
<td>138,952</td>
<td>168,068</td>
</tr>
<tr>
<td>Electrical Work for Outside Utilities</td>
<td>9</td>
<td>83,585</td>
<td>99,450</td>
</tr>
</tbody>
</table>
Inasmuch as the bids were within the estimates of Architects Skidmore, Owings & Merrill and were within the funds appropriated by the 1961 Legislature and released by the State Emergency Board, contract awards were made and the following budget was approved for the project:

Direct Construction:

- General Work - Todd Building Company, Roseburg $906,686
- Mechanical Work - Lord Bros. Contractors, Inc., Portland 400,000
- Mechanical Work - Pease & Sons, Inc., Tacoma 143,000
- Electrical Work - Montgomery Electric Company, Portland 138,952
- Electrical Work - Electric Corp., Salem 83,585

Subtotal $1,672,223

Sewer Connection by City of Klamath Falls (estimate) 41,000

Total Direct Construction Costs $1,713,223

Architects' and engineering fees for supervision (1.25 per cent) 21,415

Construction Supervision and Miscellaneous Costs 9,701

Contingencies (5 per cent of direct construction costs) 85,661

Total Project Costs $1,830,000

Although one general work contractor submitted a quotation for a combination of all general, mechanical and electrical work, the amount thereof was substantially in excess of the sum of the lowest bids indicated above.

The Board confirmed the contract awards as made and approved the budget presented.

Bids for the construction of the Addition to the General Extension Division were received in Portland on April 5, 1962:

<table>
<thead>
<tr>
<th>Class of Work</th>
<th>Number of Bids</th>
<th>Low Bid</th>
<th>High Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Work, including electrical</td>
<td>14</td>
<td>$174,202</td>
<td>$232,850</td>
</tr>
<tr>
<td>Mechanical Work</td>
<td>5</td>
<td>$53,301</td>
<td>$59,175</td>
</tr>
</tbody>
</table>

Inasmuch as the sum of the lowest bids was within the estimates of Architects Stewart and Richardson and permitted the acceptance of the
alternates for the completion of the basement areas, contract awards were made and the following budget was approved for the project:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Cost</td>
<td>$32,750</td>
</tr>
<tr>
<td>Demolition and Site Clearance</td>
<td>6,500</td>
</tr>
<tr>
<td>Direct Construction Costs:</td>
<td></td>
</tr>
<tr>
<td>General Work, including Electrical Work - Blanchard Construction Company, Portland</td>
<td>$174,202</td>
</tr>
<tr>
<td>Mechanical Work - Kendall Heating Company, Portland</td>
<td>53,301</td>
</tr>
<tr>
<td>Total Direct Construction Costs</td>
<td>227,503</td>
</tr>
<tr>
<td>Architects' and Engineering Fees</td>
<td>13,650</td>
</tr>
<tr>
<td>Construction Supervision and Miscellaneous Costs</td>
<td>7,500</td>
</tr>
<tr>
<td>Furnishings and Equipment</td>
<td>30,722</td>
</tr>
<tr>
<td>Construction Contingencies (5 per cent of Direct Construction Costs)</td>
<td>11,375</td>
</tr>
<tr>
<td>Total</td>
<td>$330,000</td>
</tr>
</tbody>
</table>

For the gross area of 15,000 square feet, the direct construction costs of $227,503 average $15.17 per square foot, but these cost figures include some remodeling within the existing building. Funds for the project were appropriated by the 1961 Legislature in the amount of $330,000.

The Board confirmed the contract awards and approved the budget as presented.

**Item 7**

Report of Bids and Contract Awards for Humanities Building, UO

At the March 1962 Board meeting, a report was made of bids which had been received prior thereto for the construction of the Humanities Building at the University of Oregon. It was indicated that the general work bids were approximately $100,000 in excess of the estimate of the architects and that consideration was being given to modifications which would be made to the plans and specifications in an effort to obtain revised bids and proceed with construction within the $1,035,000 appropriation by the 1961 Legislature.

The revisions subsequently incorporated in the plans and specifications included the substitution of painted concrete surfaces in lieu of Mo-Sai exterior panels, the substitution of poured-in-place concrete floors for prestressed slabs, the omission of the bridge exit on the south side of the building from the main floor level, and minor other changes. None of the modifications affected the area of the building or the interior arrangement of the facilities being provided.

Three satisfactory bids were received on April 6 for the general work, ranging from $668,934 to $681,970. A fourth bid was received but was rejected upon the advice of the Board's attorney since it was modified by an exception to the plans and specifications. With the approval of the Executive Committee of the Board, and after reporting to the State Emergency Board, contract awards were made for the construction
work including the mechanical and electrical work for which the low bidders had granted an extension of time for the acceptance of their bids of March 6, and the following budget was approved. (For comparison, the original budget based upon cost estimates of Stanton, Boles, Maguire, and Church prior to the March 6 bid opening, is also indicated):

<table>
<thead>
<tr>
<th>Description</th>
<th>Original Budget</th>
<th>Revised Budget</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Construction Costs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Work - Purvis Construction</td>
<td>$640,245*</td>
<td>$668,934</td>
<td>$28,689</td>
</tr>
<tr>
<td>Company, Spokane</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mechanical Work - Urban Plumbing</td>
<td>164,755*</td>
<td>166,591</td>
<td>1,836</td>
</tr>
<tr>
<td>&amp; Heating Co., Portland</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electrical Work - L. H. Morris</td>
<td>85,000*</td>
<td>82,167</td>
<td>(2,833)</td>
</tr>
<tr>
<td>Electric Co., Eugene</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Direct Construction Costs</td>
<td>$890,000*</td>
<td>$917,692</td>
<td>$27,692</td>
</tr>
<tr>
<td>Architects' and Engineering Fees</td>
<td>48,950</td>
<td>50,473</td>
<td>1,523</td>
</tr>
<tr>
<td>Construction Supervision</td>
<td>3,550</td>
<td>3,550</td>
<td>--</td>
</tr>
<tr>
<td>Furnishings and Equipment</td>
<td>40,225</td>
<td>27,979</td>
<td>(12,246)</td>
</tr>
<tr>
<td>Landscaping and Miscellaneous Costs</td>
<td>7,775</td>
<td>7,775</td>
<td>--</td>
</tr>
<tr>
<td>Construction Contingencies (original cost; revised budget, 3%)</td>
<td>44,500</td>
<td>27,531</td>
<td>(16,969)</td>
</tr>
<tr>
<td>Totals</td>
<td>$1,035,000</td>
<td>$1,035,000</td>
<td>--</td>
</tr>
</tbody>
</table>

*Per architects' estimates prior to bid opening March 6, 1962.

For the gross area of 47,376 square feet, the direct construction costs of $917,692 average $19.37 per square foot. University officials have indicated their intent to conserve the construction contingency budget in order to supplement, to the extent possible, the funds available for the purchase of furnishings and equipment.

The Board confirmed the contract awards and approved the budget as presented.

Item 8

Bids were received in Eugene on March 29, 1962, for the construction of the fourth stage of the Married Student Housing Project at the University of Oregon, Westmoreland Village, as follows:

<table>
<thead>
<tr>
<th>Class of Work</th>
<th>Number of Bids</th>
<th>Low Bid</th>
<th>High Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Work</td>
<td>2</td>
<td>$250,939</td>
<td>$261,900</td>
</tr>
<tr>
<td>Mechanical Work</td>
<td>3</td>
<td>$51,415</td>
<td>$63,267</td>
</tr>
<tr>
<td>Electrical Work</td>
<td>4</td>
<td>$35,482</td>
<td>$42,962</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Inasmuch as the sum of the low bids was well within the estimate of Architects Lutes & Amundson, contract awards were made immediately, and the following budget was approved for the project. The total thereof was $15,000 less than the amount authorized by the Board on January 23, 1962, when the preliminary plans were reviewed and approved.

Direct Construction Costs:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Work - Vik Construction Co., Eugene</td>
<td>$250,939</td>
</tr>
<tr>
<td>Mechanical Work - Eugene Plumbing &amp; Heating Co., Eugene</td>
<td>51,415</td>
</tr>
<tr>
<td>Electrical Work - Ace Electric Company, Portland</td>
<td>35,482</td>
</tr>
<tr>
<td><strong>Total Direct Construction Costs</strong></td>
<td>$337,836</td>
</tr>
<tr>
<td>Architects' and Engineering Fees</td>
<td>14,200</td>
</tr>
<tr>
<td>Furnishings and Equipment</td>
<td>31,000</td>
</tr>
<tr>
<td>Underground utility assessment, construction supervision and miscellaneous costs</td>
<td>14,964</td>
</tr>
<tr>
<td>Construction contingencies</td>
<td>17,000</td>
</tr>
<tr>
<td><strong>Total Project Costs</strong></td>
<td>$415,000</td>
</tr>
</tbody>
</table>

Sources of Funds:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bond borrowings, Series 1962 (par value $400,000 at 98.01)</td>
<td>$392,040</td>
</tr>
<tr>
<td>Restricted fund balances</td>
<td>22,960</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td>$415,000</td>
</tr>
</tbody>
</table>

The project includes construction of 46 apartments at an average cost of approximately $9,022. For the gross area of 25,150 square feet, the direct construction costs of $337,836 average $13.43 per square foot. These figures include the cost of a wash house and maintenance building and some site work for subsequent phases of the married student housing project which were included in this bid invitation.

Of the 392 units which have been planned for Westmoreland Village, 206 have been completed or are now under construction, including the 46 units of Stage 4 which are expected to be available for occupancy in the Fall Term 1962.

The Board confirmed the contract awards and approved the budget as presented.

**Item 9**

Appointment of Architect for Long-range Campus Plan, SOC

Officials of Southern Oregon College desire to develop a long-range campus plan indicating the land and building needs for the next ten-year period, with recognition being given to the possibility of expanding needs beyond that time. Information with regard to enrolment projections and other factors involved in the study, including direct and indirect building areas needed to be constructed, is available at the institution.

President Stevenson, with the concurrence of the Chancellor, recommends that authorization be given to appoint Mr. Vincent Oredson of Ashland, Oregon, as architect to perform this service. The fee for the service is to be at an hourly rate with the maximum compensation to be $2,500. It is recommended also that funds for the service be provided from the Board's Unrestricted Unappropriated Funds.
Item 10
Exchange of Property
Between Lane County and UO

At the June 1960 meeting, the Board purchased from the State Highway Department out of University of Oregon athletic funds an irregularly-shaped piece of property consisting of 88.49 acres on the north side of the Willamette River for use as a site for a football stadium. An agreement has been reached between officials of the University and the Commissioners of Lane County for the exchange of three parcels of land consisting of about 22.69 acres owned by Lane County for about 22.53 acres included in the area purchased by the Board for the University of Oregon. This exchange will bring about more uniform boundaries and will make the property owned by the University far more usable.

President Fleming has filed with the Board's Office a map showing the parcels to be exchanged and a statement indicating the advantages that would accrue to both parties if the exchange is made. He has filed also a title report covering the three separate pieces of land to be transferred by the county. The Board's attorney and the attorney for the State Highway Department have examined and approved the details of the arrangement and the State Highway Commission has approved the proposed exchange and has given its consent to possible deviations from the restrictions in the original deed from the Highway Department to the State Board of Higher Education.

President Fleming, with the concurrence of the Chancellor, recommended that the appropriate Board officials be authorized to sign the documents necessary to effect the exchange of property indicated above.

The Board authorized the recommendations as presented.

Item 11
Lease of Beekman Estate Property to Jackson County, UO

At the July 1961 meeting of the Board, the appropriate Board officials were authorized to negotiate and sign a lease with the Jackson County Court, covering the Beekman house located at 406 East California Street, Jacksonville, Oregon, the contents of the house, and a lot approximately 247 by 105 feet.

Negotiations in connection with the lease have continued for some time. The final terms and conditions contained in the lease are as follows:

1. The lease shall run for a period of one year beginning July 1, 1962 and shall be renewable only upon the mutual consent of both parties.

2. The annual rental payment shall be $400.

3. The contents of the house may be placed on display. If an admission charge is made, the net income after expenses shall revert to the lessor.

4. The lessee shall pay all water, electricity, gas, fuel, and service charges; and shall be responsible for annual maintenance and upkeep as determined by the lessor.
5. The lessee shall make no alterations, additions, or improvements without the consent of the lessor.

6. The lessor may enter and inspect the premises at any reasonable time.

7. The lessee may not assign the lease or sublet the premises.

8. The lessee shall carry fire, theft, and breakage insurance in the amount of $5,250 on the house and $5,000 on its contents. Public Liability insurance with limits of not less than $100/300,000 against bodily injury shall be carried by the lessee.

9. The lessee shall pay any real estate taxes assessed against the property.

10. In the event either the lessor or the lessee defaults in the performance of any of the covenants of the lease, the party notified of default shall have ninety days to correct any default or breach of covenant.

University officials, with the concurrence of the Chancellor, recommended that Board officials be authorized to sign the lease incorporating the items indicated above.

The Board authorized the recommendations as presented.

Item 12  The State Highway Department is planning to widen and realign the Jacksonville Hill Highway west of that city. In connection with this project the Highway Department has requested a channel change easement over 0.05 acres of land owned by the Board of Higher Education. This property consists of a portion of the Britt Estate accepted by the Board for the benefit of Southern Oregon College. The parcel of land affected by the easement is included in Lots 1 and 2, Block 49, City of Jacksonville. The Department has offered the sum of $50 in return for the easement, which is for the purpose of effecting a channel change in Jackson Creek by constructing and maintaining a dike on the property covered by the easement. President Stevenson, with the concurrence of the Chancellor, recommended that the easement be granted.

The Board authorized the recommendation as presented.

Item 13  The Northwest Natural Gas Company has requested that the Medical School grant an easement for the construction of a four-inch gas pipe line across a portion of the Medical School property near the intersection of Southwest Veterans Hospital Road, Southwest Ninth Avenue, and Southwest Curry Street. The gas line is to be laid thirty inches below the surface of the ground, and the company is to be given the right to maintain and operate the line. In the event that a building is to be constructed over the gas line, the company is to be given
thirty days written notice to move that portion of the line affected
by the construction. The grantee agrees to indemnify and hold harm-
less the State of Oregon, the members of the Board of Higher Education
and all officers, employees or agents of the Board against any and all
claims for damages which may result to persons or property.

Dean Baird, with the concurrence of the Chancellor, recommended that
the appropriate Board officers be authorized to execute the easement.

The Board authorized the recommendation as presented.

Item 14
Purchase of Garrett Property, UO

At the December 1961 Board meeting, authorization was given to
condemn the Garrett property located at 1486 Columbia Street, Eugene.
The property is needed as part of the site for a dormitory on which
construction has been started. Subsequent to the initiation of
condemnation action, a compromise settlement was secured, and the
Executive Committee of the Board has authorized the purchase of the
property for $24,000. Funds for the purchase were set aside at the
time the condemnation action was authorized.

The Board confirmed the action of the Executive Committee.

Item 15
Purchase of Allen Property, GED

At the October 1961 Board meeting, authorization was given to condemn
the Allen property located at 901-917 Southwest Mill Street, Portland,
Oregon. The property is needed as a site for the First Addition to
the General Extension Division Office Building, for which an appropria-
tion of $330,000, including a site, was made by the 1961 Legislature.
Subsequent to the initiation of condemnation action, the property was
sold to Mr. and Mrs. C. R. Dillsbaugh of Portland. Negotiations with
the new owners have resulted in an option to purchase the property
for $32,750. The Executive Committee has authorized the purchase of
the property with funds to be provided from the legislative appropria-
tion.

The Board confirmed the action of the Executive Committee.

Item 16
Naming of Humanities Building, UO

President Fleming, with the concurrence of the Chancellor, recommended
that the Humanities Building at the University of Oregon, including
both the original building and future additions to the building, be
named Prince Lucien Campbell Hall in honor of the fourth president
of the University. Prince Lucien Campbell was appointed president
in 1902 and served until his death in 1925, the longest administration
of any of the presidents of the University. He is best remembered for
his activity toward insuring state support, for his benign personal
relations with the students, and for the sense of unity and strong
morale which he developed among both faculty and staff.
The Board approved the recommendation presented.

Item 17
Building Name
Change: "Industrial Arts" to "Production Technology", OSU

The change in designation Oregon State University's former department
of "Industrial Arts" to "Production Technology" was approved by the
Board at its meeting in January 1962 as a part of the reorganization
of the curricula under the School of Engineering. President Jensen
recommended that the buildings now known as the "Industrial Arts
Buildings" be changed to "Production Technology Buildings".
The Board approved the recommendation as presented.
Item 18
Settlement of Knox Estate, UOMS

Under the will of the late Lillie Knox, Prineville, Oregon, a piece of real property valued at $5,400 and located at 727 North Claypool Street in that city, together with the residue of the estate is given to the University of Oregon Medical School for use in cancer research. All of the estate has been reduced to cash with the exception of the real property mentioned above which includes a house and lot. A petition has been filed with the County Court of Crook County to dispose of the property by advertising for sale for four consecutive weeks. In the event that a bid is satisfactory and the administratrix of the estate recommends the sale of the property, it was recommended that the Executive Committee of the Board be empowered to assent to the sale of the property.

The Board approved the recommendation as presented.

Item 19
Urban Planning Project No. Ore. P-27 is being developed by the Bureau of Municipal Research of the University of Oregon involving adjacent communities in the Central Coos County Region. The estimated total cost is $44,200. Of the total, two-thirds is to be provided by the Housing and Home Finance Agency of the federal government and one-third is to be provided by Coos County. Under date of April 2, 1962, the Housing and Home Finance Agency offered a grant of $2,800.

The Chancellor recommended that the Board authorize the Comptroller to accept the grant and to enter into an appropriate contract, with the Secretary of the Board to provide attestation.

The Board authorized the recommendation as presented.

Item 20
Urban Planning Project No. Ore. P-28 is being developed by the Bureau of Municipal Research of the University of Oregon involving the cities of Ashland, Canby, Corvallis, Grants Pass, Roseburg, Scappoose and Winston, and Columbia County. The estimated total cost is $63,150. Of the total, two-thirds is to be provided by the Housing and Home Finance Agency of the federal government and one-third is to be provided by the local communities. Under date of April 4, 1962, the Housing and Home Finance Agency offered a grant of $42,100.

The Chancellor recommended that the Board authorize the Comptroller to accept the grant and to enter into an appropriate contract, with the Secretary of the Board to provide attestation.

The Board authorized the recommendation presented.

Item 21
Budget Addition, Physical Plant, UO

As previously discussed with Board members, certain remodeling and repairs to the official residence of the Chancellor have been completed by the University of Oregon physical plant staff. The cost of the work, which was estimated at $7,200 is being charged to the University of Oregon Physical Plant budget. The Chancellor recommended that the amount of $7,200 be transferred from the Board's Unappropriated Fund to the Building Repairs and Alterations budget of the University of Oregon.

The Board approved the recommendation as presented.
Item 22  Designation of Health Certificate Program, PSC

At the March 1962 Board meeting, the titles "Certificate in Public Health" and "Certificate in Environmental Health" were under consideration as possible titles for the program leading to the certificate in public health at Portland State College. The Board authorized the Chancellor to designate the program by the most appropriate title after further consultation with those concerned in the development of the program.

The Chancellor reported that the title "Certificate in Public Health" has been authorized for the indicated program.

The Board confirmed the title as authorized by the Chancellor.

PERSONNEL

Item 23

The Board approved the following personnel adjustments as submitted by the Institutional Executives concerned, the necessary funds being provided in the 1961-62 budget:

Oregon State University

H. M. Livingston, Decrease in Time & Salary

Decrease from full-time to half-time for Dr. Harold M. Livingston, Professor of Speech, during the spring term of 1961-62 to enable him to campaign for election to the office of U. S. Senator from Oregon. Released salary of $1,616.67 will be used for a temporary teaching replacement.

G. C. Wittig, Courtesy Appointment

Courtesy appointment for Dr. Gertraude C. Wittig as Associate Professor, effective March 1, 1962. Dr. Wittig was recently appointed as Electron Microscopist with the new U.S.D.A. Forest Insect Biology Laboratory and will be housed in the Entomology Department until the new laboratory is completed.

N. Yonkers, Courtesy Appointment

Courtesy appointment of Dr. Nicholas Yonkers as Instructor of Philosophy and Religion. Dr. Yonkers is Executive Secretary of the Campus "Y" and is working with both staff and students in connection with his position at the "Y".

J. Ellison, Increase in Salary

Increase in salary for Dr. Joseph Ellison, Professor of History, from $7,333.34 to $7,833.34, in recognition of his meritorious teaching. The $500 required is to be transferred from the Salary Savings Reserve. Dr. Ellison was selected to receive one of the alumni outstanding teaching awards.

University of Oregon

M. D. Wattles, Change in Title & Increase in Salary

Change in title and increase in salary, effective March 16, 1962, for Dr. Marshall D. Wattles, Associate Professor of Economics and Director of the Honors College, from Assistant Dean of the College of Liberal Arts at an annual salary of $12,416 to Acting Dean of the College of Liberal Arts at an annual salary of $14,100.
Change in title and increase in salary, effective March 16, 1962, for Dr. Roland Bartel, Associate Professor of English, from Assistant Dean of the College of Liberal Arts at an annual salary of $11,800 to Acting Associate Dean of the College of Liberal Arts at an annual salary of $13,240.

Change in title and increase in salary, effective March 26, 1962, for Dr. Lucian Marquis, Assistant Professor of Political Science, at an annual salary of $8,500 to Acting Director of the Honors College and Assistant Dean of the College and Assistant Professor of Political Science at an annual salary of $9,500.

The amount of $1,158.76 for the three above indicated adjustments is available in the budget from the salary previously budgeted for the position of the Dean of the College of Liberal Arts. The $7,841.24 remaining is to be transferred to the Salary Savings Reserve.

University of Oregon Medical School

Increase in annual salary for Mrs. Esther Roth, Research Assistant in Neurology, from $3,600 to $4,800, effective February 1, 1962. Mrs. Roth's entire salary is paid from an Oregon Cancer Society Research grant and funds for the increase are available in the grant.

Increase in annual salary for Mrs. Belle Dragoo, Research Assistant in Medicine, from $4,500 to $4,800, effective March 1, 1962. Mrs. Dragoo's entire salary is paid from a U. S. Public Health Service research grant and funds for the increase are provided in the grant.

Reappointment of Dr. Otto R. Emig as Assistant Clinical Professor of Pathology, on a volunteer basis, effective immediately. Dr. Emig previously was Assistant Professor of Pathology and Obstetrics and Gynecology but resigned to return to the practice of medicine.
Meeting #304-53

GIFTS & GRANTS

April 25, 1962

Item 24 The Board accepted the following gifts and grants and authorized the Secretary of the Board to make suitable acknowledgement to the donors:

Oregon State University

Scholarships & Fellowships Gifts totaling $37,652.15 from the following donors for scholarships and fellowships:

- Cole, Clark & Cunningham, Inc., Portland $ 400.00
- Third National Bank and Trust Co., Dayton, Ohio 1,609.00
- Carpenter-Foundation through Medford Senior High School, Medford 1,310.00
- Criswell Scholarship Fund (Trust Fund), through the U. S. National Bank, Portland 1,000.00
- Western Electric Fund of Western Electric Company, Portland 270.00
- Fullerton Parent-Teacher Association, Roseburg 180.00
- Elks Lodge No. 1680, Burns 150.00
- Milwaukie High School Dads' Club 120.00
- U. S. National Bank of Portland 1,620.00
- Georgia-Pacific Foundation, Portland 3,250.00
- Southern Wasco County Parent-Teacher Association, Maupin 271.80
- Baroid Division of National Lead Company, Houston, Texas 3,120.00
- Carpenter Foundation through School District 6, Central Point 800.00
- Alcoa Aluminum Company of America, Vancouver, Washington 1,000.00
- Oregon Dairy Industries, Corvallis 260.00
- Covert Scholarships, Meadowbrook, Pennsylvania 325.00
- Carl Bennett, Philomath 500.00
- Mortar Board of Oregon State University 350.00
- Oregon State University Dads' Club, Corvallis, 3,530.00
- Oregon State College Foundation 1,350.00
- South Santiam Educational & Research Project through the Oregon State College Foundation 7,500.00
- Western Electronic Manufacturers Assn., Los Angeles, California 750.00
- Soroptimist Club of the Coos Bay Area, North Bend 300.00
- Trust Department, The National Bank of Commerce of Seattle, Seattle, Washington 518.34
- Max D. Tucker Scholarship Fund through the U. S. National Bank, Portland 3,000.00
- Robert Johnson Trust Fund through the First National Bank of Oregon, Portland 836.68
- R. M. Wade Foundation, Portland 250.00
- National Merit Scholarship Corporation 400.00
- Elks Lodge No. 1371, Bend 1,000.08
- Burns Parent-Teacher Association 150.00
- Oregon State Grange, Portland 200.00
Yakima Indian Nation, Toppenish, Washington 500.00
The Pi Kappa Alpha Memorial Foundation, Memphis, Tennessee 250.00
David J. Carver, Jr. Memorial Scholarship Fund through the University of Richmond, Richmond, Virginia 200.00
Coquille Education Association 200.00
Oregon State Elks Association 181.25

Atomic Energy Commission Grant of $9,000 from the Atomic Energy Commission, Hanford Operations Office, Richland, Washington, for research entitled, "Intermediate Metabolism of Acids and Volatiles in Certain Fruits Using Isotopic Tracers", January 1 through December 31, 1962, under the direction of Dr. C. H. Wang, Professor of Chemistry.

National Council for Stream Improvement Grant of $510 from the National Council for Stream Improvement, New York City, in support of "Cooperative Research on Aquatic Biology", January 1 through June 30, 1962, under the direction of Dr. James G. Knudson, Assistant Dean, School of Engineering and Industrial Arts.

National Science Foundation Grants totaling $40,602 from the National Science Foundation, Washington, D. C., for research as follows:

1. $21,667 - "Showers of Small Hail and Related Atmospheric Phenomena in the Oregon Coast Range", February 1, 1962, through January 31, 1963, under the direction of Dr. Fred W. Decker, Associate Professor of Physics and Chairman of the Atmospheric Science Branch of the Science Research Institute.

2. $18,935 - "Undergraduate Science Education Program", February 1, 1962, through July 31, 1964, under the direction of Dr. J. R. Dilworth, Professor and Head of the Department of Forest Management.

D. Opie Gift of a yearling quarter-horse filly named "Bubbles Salute" from Mr. Dan Opie, Lawen, to the Department of Animal Science. The horse is valued in excess of $1,000.

U.S. Dept. of Agriculture Grant of $23,400 from the U. S. Department of Agriculture for "Investigations To Determine the Effect of Selenium Additions to the Soil upon Myopathy in Sheep", March 1, 1962, through August 31, 1965, under the direction of Dr. O. N. Muth, Professor of Veterinary Medicine.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Grant Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>U.S. Army Research Office</td>
<td>Grant of $15,557.75 from the U.S. Army Research Office, Duke Station, Durham, North Carolina, for &quot;Studies of Gaseous Reactions&quot;, June 1, 1962, through May 31, 1963, under the direction of Dr. David S. Burch, Assistant Professor of Physics.</td>
</tr>
<tr>
<td>U.S. Army Signal Corps</td>
<td>Grant of $25,272.75 from the U.S. Army Signal Corps to &quot;conduct investigations of instrumentation and techniques for army weather observations&quot;, February 1, 1962, through January 31, 1963, under the direction of Dr. Fred W. Decker.</td>
</tr>
<tr>
<td>U.S. Forest Service</td>
<td>Grant of $2,700 from the U.S. Forest Service for &quot;Investigation of Biological Means for Transmitting Pathogens of Bark Beetles&quot;, January 19, 1962, through January 18, 1963, under the direction of Dr. Ernst J. Dornfeld, Chairman of the Zoology Department.</td>
</tr>
<tr>
<td>U.S. Navy Department</td>
<td>Grant of $5,897 from the U.S. Navy Department, in support of research entitled, &quot;Electrode Reaction in Voltaic Cells for Application in High Energy Reserve Batteries&quot;, March 1, 1962, through February 28, 1963, under the direction of Dr. Robert E. Meredith, Assistant Professor of Chemical Engineering.</td>
</tr>
<tr>
<td>U.S. Navy Dept., Office of Naval Research</td>
<td>Grant of $6,500 from the U.S. Navy Department, Office of Naval Research, for &quot;A Magnetic Study of Color Centers in Alkali Halides&quot;, December 1, 1961, through November 30, 1962, under the direction of Dr. Allen B. Scott, Professor of Chemistry.</td>
</tr>
<tr>
<td>U.S. Public Health Service</td>
<td>Grants totaling $33,389 from the U.S. Public Health Service, for research as follows:</td>
</tr>
<tr>
<td></td>
<td>1. $11,359 - &quot;Lactose Fermentation by Lactic Acid Bacteria&quot;, March 1, 1962, through February 28, 1963, under the direction of Dr. William E. Sandine, Assistant Professor of Bacteriology.</td>
</tr>
<tr>
<td></td>
<td>2. $21,328 - &quot;Biochemistry and Physiological Ecology of Poisoned Fish&quot;, March 1, 1962, through February 28, 1963, under the direction of Dr. Virgil H. Freed, Professor, Agricultural Chemistry, and Dr. Charles E. Warren, Associate Professor of Fish and Game Management.</td>
</tr>
<tr>
<td></td>
<td>3. $702 - &quot;Chemical Aspects of Hormone Receptor Interaction&quot;, January 1 through December 31, 1962, under the direction of Dr. Conrad T. Fong, Associate Professor, Science Research Institute.</td>
</tr>
</tbody>
</table>

Grants to Agric. Grants to the several Agricultural Experiment Station departments and divisions for research and other purposes, from various donors as follows:
$1,596.80 - "The Chemistry, Mode of Action, Toxicity and Factors Influencing the Effectiveness of Herbicides and Plant Growth Regulators", under the direction of Dr. V. H. Freed, Professor of Agricultural Chemistry.

$1,375 - "The Nature and Control of Forage Crop Diseases", under the direction of Dr. J. R. Hardison, Professor and Plant Pathologist.

$2,370.05 - "To apply on the purchase of a Packard Scintillation Counter", under the direction of Dr. L. C. Terriere, Professor of Biochemistry and Entomology.

$1,900 - "Soil Insecticide Studies of Small Fruit Insects", "Soil Pests Affecting Vegetable Crops", and "Soil Treatment Control of Insects Affecting Red Clover", under the direction of Dr. R. G. Rosenstiel, Mr. H. E. Morrison, and Mr. E. A. Dickason, Associate Professors of Entomology.

$2,000 - "A Study of the Nature and Control of Ornithosis in Birds", under the direction of Dr. E. M. Dickinson, Professor and Head of the Department of Veterinary Medicine.

Grant of $4,000 from the E. I. du Pont de Nemours & Company, Wilmington, Delaware, for "Evaluation of the New Therapeutic Compound 'Freon' BU as an Anthelmintic Agent Against Liver Fluke", under the direction of Dr. S. E. Knapp, Assistant Professor of Veterinary Parasitology.

$13,000 - "Verticillium Wilt of Peppermint", under the direction of Dr. C. E. Horner, Associate Professor of Botany and Plant Pathology.

$1,081.50 - "Improved Servicesability of Wood Products and Preservative Treatments for and Residual Strength of Poles and Check in Service", under the direction of Mr. Robert D. Graham, Associate Professor, Forest Research Laboratory.

$5,000 - "Absorption, Translocation and Metabolism of 2,4-DB in Plants and Animals", under the direction of Dr. Virgil Freed.

$5,000 - "Evaluation of Herbicidal Properties of Triazine Compounds and the Determination of Their Usefulness for Chemical Fallow", under the direction of Dr. W. R. Furtick, Associate Professor of Farm Crops.

$208.33 - "Development program to improve the position of the Northwest shipping industry through transportation research", under the direction of Mr. Forrest Baker, Assistant in Agricultural Economics.

$1,000 - "Verticillium Wilt of Peppermint", under the direction of Dr. C. E. Horner.

$2,000 - "2,4-D Volatililty Study in the Milton-Freewater Area" under the direction of Dr. Virgil Freed.
$1,000 - "Selective and Non-Selective Weed Control on Agronomic Crops and Non-Crop Land" and "Factors Affecting Control Practices", under the direction of Dr. W. R. Furtick.

$642.25 - "Economic and Agronomic Evaluation of Fertilizer Response Data of Alfalfa Grown on 'Aiken Soils' of the Willamette Valley", under the direction of Dr. M. E. Harward, Associate Professor of Soils, and Dr. William G. Brown, Associate Professor of Agricultural Economics. The funds are to be distributed $215 to Agricultural Economics and $427.25 to Soils.

$500 - "To support rose fungicide research program", under the direction of Dr. I. W. Deep, Assistant Professor of Botany.

$500 - "Genetic Studies of Breeding and Management Factors Related to Hatchability in Turkey Eggs", under the direction of Mr. James A. Harper, Professor of Poultry Husbandry.

$828.92 - "Operational Costs of the Plant Materials Center of the Soil Conservation Service", under the direction of Mr. T. A. Bown of the Soil Conservation Service.

$399.99 - "The Biology and Control of Insects Affecting Forest Trees and Wood Products", under the direction of Dr. J. A. Rudinsky, Associate Professor of Entomology.

$2,500 - "In support of the soy-bean research program at the Malheur Experiment Station", under the direction of Mr. E. N. Hoffman, Associate Professor and Superintendent, Malheur Branch Experiment Station.

$800 - "Study in Preventing Checking of Wood after Treatment", under the direction of Mr. Robert D. Graham.

$600 - "Bending Tests of Small Laminated Beams", under the direction of Mr. J. W. Johnson, Assistant Professor, Forest Research Laboratory.

Scholarships & Fellowships: Gifts totaling $7,936.11 from the following donors for scholarships fellowships:

Elks Lodge No. 1845, Hermiston $125.00
The South Santiam Educational and Research Project through the Oregon State College Foundation $530.00
Elks National Foundation, Boston, Massachusetts $600.00
Max D. Tucker Scholarship through the U. S. National Bank of Portland $666.68
Girls' League, Medford High School $600.00
Institute of International Education, New York City $192.00
Mrs. Lillian A. Stelle, Eugene $200.00
The Carpenter Foundation through Medford Senior High School $ 674.00
The Carpenter Foundation through School District No. 6, Central Point 320.00
Orides Mothers, Eugene 180.00
Mrs. Lillian A. Stelle, Eugene 151.00
McDowell-Catt Foundation, Inc., Albany 250.00
Mu Phi Epsilon Patrooness, Eugene 150.00
Coca-Cola Bottling Company, Eugene 500.00
Phi Beta Patroonesses, Eugene 180.00
Georgia-Pacific Foundation, Portland 1,250.00
Tillamook County Tuberculosis & Health Association, Bay City 200.00
Sherman County Historical Society, Moro 168.76
The Firestone Tire and Rubber Company Akron, Ohio 338.67
American Optical Company, Southbridge, Mass. 300.00
U. S. Air Force Institute of Technology, Wright-Patterson Air Force Base, Ohio 360.00

Atomic Energy Commission Grants totaling $50,085 from the Atomic Energy Commission for research, as follows:

1. $34,290 - "Somatic Mutations and Morphogenetic Effects of Radiation", March 1, 1962, through February 28, 1963, under the direction of Dr. Seymour Shapiro, Associate Professor of Biology.

2. $15,795 - "Effects of Radiation on Aging and Reproduction in the Female Golden Hamster", April 1, 1962, through March 31, 1963, under the direction of Dr. A. L. Soderwall, Associate Professor of Biology.

Haskins & Sells Foundation Grant of $1,000 from the Haskins & Sells Foundation, Portland to provide a "Faculty assistance grant for instruction in accounting at the University of Oregon for the 1961-62 academic year. The recipient is Mr. Arthur Shulte." The grant is under the direction of Dr. Charles E. Johnson, Head of the Department of Accounting and Business Statistics.

Housing and Home Finance Agency Grants totaling $67,350 from the Housing and Home Finance Agency to the Bureau of Municipal Research for urban planning work in Coquille, Myrtle Point, Powers, Ashland, Canby, Corvallis, Grants Pass, Roseburg and Scappoose, and for the beginning of planning work in Columbia County and Winston. The funds are to be provided from the following sources:

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Housing and Home Finance Agency</td>
<td>$ 44,900</td>
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<tr>
<td>Matching funds received through the municipalities</td>
<td>$ 22,450</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$ 67,350</strong></td>
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</tbody>
</table>

National Science Foundation Grants totaling $102,100 from the National Science Foundation, Washington, D. C., for research and training grants, as follows:
1. $3,200 "The Spectroscopic Orbital Elements and the Rotation Effect for Alpha Coronae Borealis", June 15 through August 31, 1962, under the direction of Dr. E. G. Ebbighausen, Professor of Physics.

2. $98,900 - "Academic Year Institute for Teachers of Biology", April 1, 1962, through August 31, 1963, under the direction of Dr. Sanford S. Tepfer, Assistant Professor of Biology.

State Highway Commission, City of Eugene
Grant of $3,700 from the State Highway Commission and the City of Eugene to the Bureau of Municipal Research for the completion of the cooperative highway transportation study of the Eugene-Springfield area, May 10, 1960, through April 30, 1962, under the direction of Mr. Herman Kehrli, Director of the Bureau of Municipal Research. Of this amount $3,000 is to be provided in cash and $700 in services.

U. S. Office of Education

U. S. Navy Dept. Office of Naval Research
Grant of $4,070 from the U. S. Navy Department, Office of Naval Research, for an "Investigation of the Possible Utility of Meristic Characters of Fishes as Indicators of Coastal Circulation", January 1 through December 31, 1962, under the direction of Dr. Robert W. Morris, Assistant Professor of Biology.

U. S. Public Health Service
Grant of $10,804 from the U. S. Public Health Service, for research entitled, "The Succession of Visual Pigments in Salmon and Trout", April 1, 1962, through March 31, 1963, under the direction of Dr. Frederick W. Munz, Assistant Professor of Biology.

Western Management Science Institute, UCLA
Grant of $3,000 from the Western Management Science Institute, University of California, Los Angeles, for "A Study of Attitudes Toward Risk and Its Implications for a Theory of Insurance Consumption", June 15 through August 15, 1962, under the direction of Dr. Mark R. Greene, Head of the Department of Marketing and Industrial Management.

Gifts to the University Library
Gifts to the University of Oregon Library from various donors as follows:

E. G. Robbins
Books, valued at $1,925.71 from Dr. Edwin G. Robbins, Los Angeles, California. The 700 volumes were donated during 1961 and cover numerous subjects.

Mrs. J. G. Bacher
The library, diaries, and slides of John G. Bacher, Northwest botanist, valued at $1,228.20, from Mrs. John G. Bacher, Portland. The collection was gathered in support of Mr. Bacher's three extensive field trips to Europe, South America, and Alaska.
Meeting #304-60

April 25, 1962

Mrs. T. E. Benson  The correspondence of Edward Marsden, valued at $500, from Mrs. Theodore E. Benson, Metlakatla, Alaska. Mr. Marsden was a Tsimshian Indian, member of the Metlakatla colony in Alaska, who was educated in Ohio and returned to Alaska as a missionary. He was involved in controversy with William Duncan, lay missionary and businessman. The correspondence covers the period 1890-1928 and includes 4,305 letters.

G. Edwin Dunn  Legislative correspondence of George Washington Dunn consisting of 2,500 letters covering the period 1923-1939 and some Senate and House Bills. The collection is valued at $125 and was donated by Mr. G. Edwin Dunn, Ashland.

Mrs. J. W. Clise  Papers of James W. Clise, valued at $1,000, from Mrs. James W. Clise, Bellevue, Washington, and includes about 20,000 letters. The correspondence deals with the American Bureau Medical Aid to China, the National Municipal League, and the Foundation of Economic Education.

L. O. Arens  Papers of Mr. Lewis O. Arens, from Mr. Arens, Salem, covering the period 1935-1960 and including Mr. Arens' years as Industrial Accident Commissioner. The gift, valued at $133.75 includes sets of commission publications, special studies, hearings, and administrative correspondence.

Mrs. V. Phillips  Gift of the sermons of the Reverend Victor Phillips from Mrs. Victor Phillips, Portland. The collection, valued at $126, covers the period 1928-1960 and includes about 1,000 sermons.

B. H. Kizer  The papers of Benjamin Hamilton Kizer, valued at $300, from Mr. Kizer, Spokane, Washington. The collection covers the period 1934-1959 and includes his work as attorney, national planning figure and officer and member of the National Resources Planning Board. Other material deals with the 1949 State Department round-table conference concerning American policy toward China.

The Rev. T. McCamant  The papers of Wallace McCamant, valued at $250, from the Reverend Thomas McCamant, Rubbard. The collection covers the period 1912-1926 and concerns Mr. McCamant's political activities as a delegate to the National Republican Convention in 1920, his opposition to Hiram Johnson, and his support of Calvin Coolidge. Papers concerning his law practice and term as judge also appear as well as diaries of Lt. Thomas McCamant in the Civil War.

Mrs. T. O. Russell  Papers of Thomas O. Russell, Civil Engineer, from Mrs. Thomas O. Russell, Eugene. The files include correspondence with the Southern Pacific and other railroad lines in Oregon and are valued at approximately $1,000. There are about 4,000 letters during the period 1908 to 1954, plus designs and plans. In addition, Mr. Russell was chief engineer from 1929 to 1935 for the Companhia Itabira do Brasil under Percival Farquhar.
University of Oregon Dental School

U.S. Public Health Service

Grants totaling $32,692 from the U. S. Public Health Service, for training grants as follows:

1. $22,692 - "To establish additional personnel and facilities necessary to train individuals in dental teaching and research in the fields of their choice", July 1, 1962, through June 30, 1963, under the direction of Dr. Donald R. Porter, Head of the Pedodontics Department.

2. $10,000 - "To establish Trainee Stipends for Graduate Students in Pedodontics", July 1, 1962, through June 30, 1963, under the direction of Dr. Donald R. Porter.

University of Oregon Medical School

Alfred P. Sloan Foundation

Grant of $3,600 from the Alfred P. Sloan Foundation through the Council for Research in Glaucoma and Allied Diseases, New York City, to provide a fellowship grant for a designated student to participate in a research program of the Department of Ophthalmology, January 1 through December 31, 1962, under the direction of Dr. Kenneth C. Swan, Chairman of the Department of Ophthalmology.

UOMS Alumni Association

Gift of $445.55 from the University of Oregon Medical School Alumni Association to help cover the expenses of Dr. David L. Gunberg, Associate Professor of Anatomy, and Dr. A. A. Pearson, Chairman of the Department of Anatomy, to attend professional meetings in Florida and Minnesota. Of this amount, $250 is required for Dr. Gunberg and $195.55 is required for Dr. Pearson.

Mrs. C. F. Berg

Gift of $500 from Mrs. Charles F. Berg, Portland, for the unrestricted use of the library. The contribution is in honor of the eightieth birthday of Dr. Laurence Sellein.

Doernbecher Hospital Guild

Gifts totaling $30,357 from the Doernbecher Hospital Guild, to be used as follows:

1. $15,000 - To apply on the salary of a faculty member in the Department of Pediatrics.

2. $100 - For the purchase of library books.

3. $15,257 - For the purchase of equipment.

The John and Mary R. Markle Foundation

Grant of $30,000 from The John and Mary R. Markle Foundation, New York City, for "support of Dr. William S. Fletcher, Instructor in Surgery, as a Scholar in Medical Science", effective for five years beginning July 1, 1962, under the direction of Dr. J. E. Dunphy, Chairman of the Department of Surgery.
Grant of $1,672.61 from the McDowell-Catt Foundation, Inc., Albany, in support of research being carried out at the Medical School, under the direction of Dr. D. W. E. Baird, Dean.

Gift of $500 from the Mead Johnson and Company, Evansville, Indiana, to apply to pediatric resident education under the direction of Dr. Richard W. Olmsted, Chairman of the Department of Pediatrics.

Gift of $100 from New Eyes for the Needy, Inc., Short Hills, New Jersey, as an additional contribution to the Outpatient Clinic of the Medical School for purchase of prescription glasses and artificial eyes for needy patients, under the direction of Dr. Charles N. Holman, Medical Director.

Gift of a Tekamera which takes polaroid pictures from the face of an oscilloscope which records the tracings of electronic potentialities picked up from the eyeball. The Tekamera is valued at $500 and its purchase was authorized as part of the special contribution from the 1961 Eastern Oregon All Star Football Game sponsored by the Oregon State Elks Association.

Grant of $6,000 from the James Picker Foundation through the National Academy of Sciences, Washington, D. C., as an extension of Dr. Kurt R. Straube's appointment as a James Picker Foundation Scholar from July 1, 1962, through June 30, 1963, under the direction of Dr. Charles T. Dotter, Chairman of the Department of Radiology.

Gift of $400 from Mr. Rollin W. Emerson, Portland, to be used for the Department of Bacteriology at the discretion of Dr. Arthur Frisch, Chairman of the Department.

Gift of a Bird Residual Breather, valued at $375, from Mrs. Roy G. Parsell, Portland.

Gift to the Library of ten shares of Johnson and Johnson common stock, valued at $960 from Mrs. James Rosenfeld, Portland, in honor of Dr. Laurence Selling's eightieth birthday.

Grants totaling $21,019 from the U. S. Public Health Service, for research and supplies, as follows:

1. $500 - 'Research fellowship supply grant in behalf of Dr. Neylan A. Vedros', December 13, 1961, through December 12, 1962, under the direction of Dr. Evelyn L. Oginsky, Associate Professor of Bacteriology.

2. $5,319 - "Bioenergetics of Cardiac Muscle", April 1 through September 30, 1962, under the direction of Dr. Eugene A. Lentini, Instructor in Physiology.

3. $15,200 - "Structural and Physiological Studies on Cell Secretion", May 1, 1962, through April 30, 1963, under the direction of Dr. Sefton R. Wellings, Assistant Professor of Pathology.
Portland State College

Scholarships and Fellowships
Gift of $417 from Crown Zellerbach Foundation, San Francisco, California, for scholarship for a designated student.

U. S. Public Health Service
Grants totaling $5,177 from the U. S. Public Health Service effective September 1, 1961, through September 1, 1962, for research as follows:

1. $2,437 - "Heavy Metal Poisons in Waters and Industrial Wastes", under the direction of Mr. Clyde R. Johnson, Professor of Chemistry.

2. $2,740 - "Water Pollutants Determinable by Gas Chromatography", under the direction of Mr. James W. Ferguson, Professor of Chemistry.

National Institute of Mental Health
Grant of $3,116 from the National Institute of Mental Health for research entitled, "Studies of Psychological Similarity", December 1, 1961, through November 30, 1962, under the direction of Dr. John L. Wallen, Associate Professor of Psychology.

National Institutes of Health
Grant of $7,118 from the National Institutes of Health for research entitled, "Benthic Faunal Indicators of Pollution in Coos Bay", September 1, 1961, through August 31, 1962, under the direction of Dr. James A. Macnab, Professor of Biology.

Oregon College of Education

Scholarships and Fellowships
Gifts totaling $975 from the following donors for scholarships and fellowships:

Heppner Parent-Teacher Association $ 234.00
South Santiam Educational and Research Project through the Oregon State College Foundation 166.00
American Legion Auxiliary, Department of Oregon, Dundee 150.00
Tillamook County Health Department, Tillamook 200.00
Elks Lodge No. 1371, Bend 225.00

Southern Oregon College

National Science Foundation
Grant of $49,200 from the National Science Foundation, Washington, D. C., for a "Summer Institute in General Science for Fifty Teachers of Junior High General Science", July 10 through August 10, 1961, under the direction of Dr. Irene Hollenbeck, Professor of Science Education.

Eastern Oregon College

Scholarships and Fellowships
Gifts totaling $1,926 from the following donors for scholarships and fellowships:

La Grande Aerie No. 259, Fraternal Order of Eagles $ 468.00
Heppner Parent-Teacher Association 234.00
Meeting #304-64

April 25, 1962

Mrs. Carrie Hoke Lister, Pendleton $ 140.00
Delta Kappa Gamma, Iota Chapter, Pendleton 234.00
Georgia-Pacific Foundation, Portland 750.00
Rice R. McHale, La Grande 100.00

Friends of Stanley Blacker
Gift of $193 from friends of Stanley Blacker for the purchase of mathematics books for the library in memory of Stanley Blacker, a former Eastern Oregon College student, now deceased.

U. S. Public Health Service
Grant of $3,000 for research entitled, "Effects on Cholesterol of Various Physical Activities", September 1960 through September 1961, under the direction of Mr. Donald E. Campbell, Assistant Professor of Physical Education.

Oregon Technical Institute
Scholarships & Fellowships
Gifts totaling $500 from the following donors for scholarships and fellowships:

- Mrs. Ruth McBride Powers, Portland $ 200.00
- Shaw Stationery Company, Klamath Falls 100.00
- Bernard Daly Educational Fund, Lakeview 200.00

Pacific Northwest Bell Telephone Company
Gift of ten micro-wave generators, valued at $5,000, from Pacific Northwest Bell Telephone Company, Portland, to be used for class instruction in the Electronics Technology curriculum, under the direction of Mr. Paul T. Meier, Dean of Educational Services.

General Extension Division
Humble Oil & Refining Company
Gift of $220.72 from the Humble Oil & Refining Company, Denver, Colorado, for the underwriting of mailing for "Age of Kings" promotion over Oregon State Educational Television Station KOAP-TV, Portland.

National Science Foundation
Grants totaling $1,000 from the National Science Foundation, for training institutes, March 24, 1962, through June 30, 1963, as follows:

1. $500 - "In-Service Institute in Mathematics for Secondary School Teachers",

2. $500 - "In-Service Institute in Mathematics for Elementary School Teachers"

ADJOURNMENT
The meeting adjourned at 10:55 A.M.

Wm. E. Walsh, President
Earl M. Pallett, Secretary
ADDITIONAL STAFF AND COURSE OFFERINGS AS APPROVED BY CHANCELLOR

The Community College Law enacted by the 1957 Legislature requires the State Board of Higher Education to approve all courses offered in these institutions for college transfer credit and to approve the instructors offering the courses. In January 1960 the Board authorized the Chancellor to approve courses and instructors for the community colleges, with periodic reports to be made to the Board.

In compliance with this provision, Chancellor Lieuallen reports the following additional courses and instructors have been recommended by the Community College Committee and approved by the Chancellor for the community colleges indicated.

1. Central Oregon College (Bend)

The following staff have been approved to teach the indicated subject areas:

Mr. William W. Speth
Mr. William L. Van Allen
Mrs. Ruth P. Burgderfer
Mr. Ronald D. Brooks
Mrs. Verna Barfknecht

Mr. Billy J. DeSauteil

Mr. Elvin R. Johnson
Mr. Eli Seth Jenkins
Mr. Ellis J. Wyatt
Mrs. Hilda K. Speth

Approved for 1961-62 only:

Mrs. Hilda K. Speth
Mr. Craig Coyner
Mr. Merrill Lewis

The following courses have been approved for transfer credit:

BA 236. Elementary Principles of Retailing. 3 hours.
BA 238. Salesmanship. 3 hours.
BA 239. Advertising. 3 hours.
GL 50, 51, 52. First Year German. 4 hours each.
Anth 207, 208, 209. Introduction to Cultural Anthropology. 3 hours each.
Geog 221. Field Geography. 3 hours.

Approved for 1961-62 year only:

Geog 201, 202, 203. World Economic Geography. 3 hours each.
2. Clatsop College (Astoria)

The following staff have been approved to teach the indicated subject areas:

- Mr. Ralph Lane Seefeld - Mathematics
- Mr. Robert S. Lovell - Introduction to Business and Industry
- Mr. George K. Shaber - Health Education, Psychology, Journalism
- Mr. Leo Marlanes - Orientation

3. Southwestern Oregon College (Coos Bay)

The following staff have been approved to teach the indicated subject areas:

- Mr. Robert B. Smith - Creative Writing
- Mr. Edward P. Bentley - Physics
- Mr. Merrill Lewis - English
- Mr. F. K. Markus - Political Science, History
- Mr. Gary L. Feasel - Men's Physical Education and Health
- Mr. Craig Baker - Chemistry, Mathematics, Physics
- Mrs. Elizabeth Osborne - Survey of Visual Art
- Miss Margaret Trussell - History, Economics

Approved for 1961-62 only:

- Mrs. Ursula Nielson - French
- Mr. Theodore W. Mathieson - Journalism

The following courses have been approved for transfer-credit:

- Mth 101. College Algebra. 4 hours.
- Geog 106, 107. Introductory Geography. 3 hours each.
- AA 201, 202, 203. Survey of Visual Arts. 3 hours each.
- WR 218. Creative Writing. 3 hours.

Approved for 1961-62 year only:

- RL 50, 51, 52. First Year French. 4 hours each.
- J 211, 212, 213. Introduction to Journalism. 2 hours each.
- PS 202. American Government. 3 hours.