A meeting of the State Board of Education was held in the Board's office in the State Office Building in Des Moines, Iowa, on March 17 and 18, 1955.

PRESENT:

Members of the State Board of Education*:
- Mrs. Archie All sessions
- Mrs. Brooks No session
- Mr. Hagemann All sessions
- Mr. Hamilton No session
- Mr. Plock All sessions
- Mr. Rider All sessions
- Mr. Stevens All sessions
- Mr. Strawman All sessions

Members of the Finance Committee:
- Mr. Dancer All sessions
- Mr. Gernetzky All sessions
- Mr. Walsh All sessions

State University of Iowa:
- President Hancher All sessions
- Business Manager Jolliffe All sessions
- Provost Davis All sessions
- Director Jordan All sessions

Iowa State College:
- President Hilton All sessions
- Business Manager Platt All sessions
- Dean Gaskill All sessions
- Director Elder March 18

Iowa State Teachers College
- President Maucker All sessions
- Business Manager Jennings All sessions

Iowa School for the Deaf
- Superintendent Berg All sessions
- Business Manager Geasland All sessions

Iowa Braille and Sight-Saving School
- Superintendent Overbeay All sessions

State Sanatorium
- Superintendent Spear All sessions
- Business Manager Wynn All sessions

Assistant Secretary Lenihan All sessions

*The term of office of Carl L. Fredricksen expired February 9, 1955.
The Board met at 2:15 p.m., March 17, 1955, with President Rider in the chair and Mr. Dancer secretary of the meeting. (The Board meeting was preceded by meetings of the Faculty Committee and the Building and Business Committee.)

GENERAL OR MISCELLANEOUS

The following business relating to general or miscellaneous matters was transacted on March 17, 1955:

VOCATIONAL WORK IN HOME ECONOMICS. At the meeting held on January 14-15, 1954, President Maucker recommended that the Iowa State Teachers College be authorized to prepare teachers for certification in vocational home economics, and the recommendation was referred to the Interinstitutional Committee on Educational Coordination. (See also the minutes of January 13-14, 1955, and February 10-11, 1955.)

Mr. Stevens submitted the following:

"The Interinstitutional Committee on Educational Coordination at a meeting yesterday (February 24, 1955) voted to recommend Board approval of the request of Iowa State Teachers College to engage in the preparation of teachers of Vocational Home Economics."

Upon the recommendation of the Faculty Committee the Iowa State Teachers College was authorized to prepare teachers for certification in vocational home economics, effective with the beginning of the academic year 1955-1956.

GROUP LIFE INSURANCE - INCREASED COVERAGE. Business Manager Platt and Business Manager Jennings reported the results of a poll taken at the Iowa State College and the Iowa State Teachers College and, as a result of those polls, recommended that the group Life Insurance coverage be increased 25% at no additional cost.
March 17 and 18, 1955 - General or miscellaneous

Mr. Hagemann reported the recommendation of the Building and Business Committee that the Business Managers of the Iowa State College and the Iowa State Teachers College be authorized to negotiate with the Bankers Life Company a change in the Group Life Insurance benefits to increase the benefits 25% for each participant without increase in the premiums to the institutions or to the individuals insured; and, on motion, which was seconded and passed, the recommendation was adopted.

March 18, 1955

The following business relating to general or miscellaneous matters was transacted on March 18, 1955:

APPROVAL OF MINUTES - MEETING HELD FEBRUARY 10-11, 1955. On motion, the minutes of the meeting the State Board of Education held on February 10-11, 1955, were corrected and approved.

APPROVAL OF MINUTES - MEETINGS OF FINANCE COMMITTEE. On motion, the minutes of the following meetings of the Finance Committee were approved:

- Iowa State College
- Iowa State Teachers College
- State Sanatorium
- Iowa Braille and Sight-Saving School

May, June, July, August, September, 1954
September, 1954
September and October, 1954
June, July and August, 1954

INTERINSTITUTIONAL COMMITTEE ON EDUCATIONAL COORDINATION - REPORT. Provost Davis reported about meetings held during the winter and stated that the Graduate Councils of the three state institutions of higher learning, as well as other groups from those schools, would hold meetings this spring; also, that the conferences were stimulating and resulted in the pooling of resources in an effort to solve common problems.
LONG RANGE CAPITAL IMPROVEMENTS PROGRAM - FINANCING. At the meeting held on February 10 and 11, 1955, the Proposal for Financing Capital Improvements was referred back to the Building and Business Committee for revision and consultation with legal and financial authorities as to its acceptability.

The Building and Business Committee submitted the revised Proposal for Financing Capital Improvements, 1955 to 1970, dated March 7, 1955, and opinions expressed by the Bankers Life Company, the Iowa-Des Moines National Bank, and Ballman and Main of Chicago, and some minor changes were made in the proposal. Upon the recommendation of the Building and Business Committee the Proposal for Financing Capital Improvements, with the minor changes suggested, was approved with the understanding that arrangements are to be made to submit it to Chapman and Cutler, Chicago, Illinois, and to members of the Joint Sub-Committee on State Educational Institutions of the Appropriations Committees and to release a story at the same time.

HOLIDAY POLICY - IOWA SCHOOL FOR THE DEAF AND THE IOWA BRAILLE AND SIGHT-SAVING SCHOOL. At the meeting held on December 9-10, 1954, a holiday policy was adopted for the State University, the Iowa State College, and the Iowa State Teachers College; and on February 10, 1955, the same policy was adopted for the State Senatorium.

Upon the recommendation of the Faculty Committee the following policy governing holidays for non-academic personnel at the Iowa School for the Deaf and the Iowa Braille and Sight-Saving School was adopted, effective July 1, 1955:

There shall be five official holidays: New Year's Day, Memorial Day, Independence Day, Thanksgiving Day, and Christmas Day; and a sixth holiday shall be granted at the discretion of the Superintendent.
During the two-week Christmas vacation period the Superintendent may grant three additional days off, with pay, to those employees who work forty-eight (48) or more hours per week and two additional days off, with pay, to those employees who work forty-four (44) hours per week.

CHARLES APITZ ESTATE - REPORT. Secretary Dancer submitted the Seventh Progressive Report in the matter of the Trusteeship under the Last Will and Testament of Charles Apitz, deceased, showing disbursements and distributions to beneficiaries, as follows:

Balance on hand at the date of last report $813.02
Received since date of last report $1,007.20
Total $1,820.22

Expense of administration of Trust $172.00
Lutheran Orphans Home, Muscatine, Iowa $406.51
State Board of Education for the use of Crippled Children $203.25
State Board of Education for the use of the School for the Blind at Vinton, Iowa $203.26
Total $985.22

Balance $835.20

Mr. Dancer stated that Ries & Osmundson, Lawyers, Iowa City, Iowa, employed by the First National Bank of Iowa City, Trustee, as its attorneys, had requested that the report be presented to the State Board of Education with the request that the Secretary of the Board be authorized to sign the receipt.

Mr. Hagemann moved that the report of the Trustee of the Apitz Estate be submitted to the Attorney General for approval, and the motion was seconded and passed.

CARL L. FREDRICKSEN - TERM OF OFFICE. Secretary Dancer reported that the term of Carl L. Fredricksen as a member of the State Board of Education expired on February 9, 1955. (Thirty days after the legislature convened on January 10, 1955. Section 262.6, 1954 Code of Iowa.)
STATUS OF PROPOSED LEGISLATION. Mr. Walsh reported about the status of proposed legislation.

TUITION - IOWA SCHOOL FOR THE DEAF AND IOWA BRAILLE AND SIGHT-SAVING SCHOOL.
Mr. Gernetzky reported about an inquiry by Representative Frey of Pottawattamie County of the advisability of requiring the parents of deaf children to pay tuition for their children who attend the Iowa School for the Deaf.

It was the consensus of the State Board of Education that it is in the best interest of the educable handicapped child and the State to provide an education as nearly comparable as is possible to that offered by the public schools in a school where special teachers and special equipment are available; and, further, that this education should be tuition free to residents of the State.

Thus the State, by furnishing education and training to educable handicapped children, may contribute to the development of the handicapped so that they may become more nearly normal and productive citizens. By charging the parents or the county tuition, more problems might be created than would be solved.

NEXT MEETING. The next meeting of the State Board of Education was scheduled to be held in the Board's Office in Des Moines, Iowa, on April 14 and 15, 1955.

EXECUTIVE SESSION. The Board resolved itself into executive session. The Board arose from executive session and resumed regular business.
March 17 and 18, 1955

IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on March 17, 1955:

HOLIDAY POLICY. (See General Section of these minutes.)

TUITION PAYMENTS. (See General Section of these minutes.)

MENTALLY RETARDED DEAF STUDENTS - REMEDIAL PROGRAM. Mr. Stevens reported that Superintendent Berg had submitted to the Faculty Committee an experimental remedial type program for mentally retarded students in the Upper Division of the Iowa School for the Deaf, and that he had stated that the School is planning, during the year 1955-1956, to strengthen the work in the Upper Division for slow-learning children by the use of the outline submitted, which is a part of a more complete study of the subject by the principals of the three academic divisions with the idea that the School may inaugurate a comprehensive program of education in the whole school for the slow-learning deaf children.

RAZING CONDEMNED APARTMENT BUILDING AND ERECTING DWELLING OF FOUR TWO-BEDROOM APARTMENTS - APARTMENT BUILDING - ARCHITECTURAL SERVICES. The Building and Business Committee reported that a contract was being negotiated with Wetherell and Harrison for architectural services for the Erecting of a Dwelling of Four Two-bedroom Apartments, and that the contract would be submitted at a later date for approval.
March 17 and 18, 1955

IOWA BRAILLE AND SIGHT-SAVING SCHOOL

The following business relating to the Iowa Braille and Sight-Saving School was transacted on March 17, 1955:

HOLIDAY POLICY. (See General Section of these minutes.)

TUITION PAYMENTS. (See General Section of these minutes.)

SCHOOL CALENDAR. Upon the recommendation of the Finance Committee the following School Calendar was approved for the academic year 1955-1956:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 29</td>
<td>School opens. Students (except Kindergarteners) return</td>
</tr>
<tr>
<td>August 29</td>
<td>Faculty Meeting, 9:00 a.m., Teachers' Lounge</td>
</tr>
<tr>
<td>August 30</td>
<td>Classes begin. General Assembly, 8:00 a.m.</td>
</tr>
<tr>
<td>August 30</td>
<td>Houseparents' Meeting, 9:00 a.m., Teachers' Lounge</td>
</tr>
<tr>
<td>September 5</td>
<td>Kindergarteners arrive</td>
</tr>
<tr>
<td>October 28</td>
<td>End of First Quarter. Tests.</td>
</tr>
<tr>
<td>November 3-5</td>
<td>Iowa State Teachers' Convention, Des Moines</td>
</tr>
<tr>
<td>November 27</td>
<td>Thanksgiving Vacation begins, 12:00 noon</td>
</tr>
<tr>
<td>November 28</td>
<td>Thanksgiving Vacation ends, 6:00 p.m.</td>
</tr>
<tr>
<td>November 27</td>
<td>Classes resume, 8:00 a.m.</td>
</tr>
<tr>
<td>December 16</td>
<td>Christmas Program, 10:30 a.m., Chapel</td>
</tr>
<tr>
<td>December 16</td>
<td>Christmas Vacation begins, 12:00 noon</td>
</tr>
<tr>
<td>January 2</td>
<td>Christmas Vacation ends, 6:00 p.m.</td>
</tr>
<tr>
<td>January 3</td>
<td>Classes resume, 8:00 a.m.</td>
</tr>
<tr>
<td>January 19-20</td>
<td>Semester Tests</td>
</tr>
<tr>
<td>January 20</td>
<td>First Semester ends</td>
</tr>
<tr>
<td>January 23</td>
<td>Second Semester begins</td>
</tr>
<tr>
<td>March 22</td>
<td>End of Third Quarter. Tests</td>
</tr>
<tr>
<td>March 23</td>
<td>Open House for Parents, 8:00 a.m., 12:00 noon</td>
</tr>
<tr>
<td>March 23</td>
<td>Buffet Luncheon, 12:00 noon, Main Dining Room</td>
</tr>
<tr>
<td>March 23</td>
<td>Spring Vacation begins, 12:00 noon</td>
</tr>
<tr>
<td>April 2</td>
<td>Spring Vacation ends, 6:00 p.m.</td>
</tr>
<tr>
<td>April 3</td>
<td>Classes resume, 8:00 a.m.</td>
</tr>
<tr>
<td>May 26-29</td>
<td>Pre-School Institute</td>
</tr>
<tr>
<td>May 27</td>
<td>Baccalaureate, 3:30 p.m., Chapel</td>
</tr>
<tr>
<td>June 1</td>
<td>Honor Assembly, 9:00 a.m., Chapel</td>
</tr>
<tr>
<td>June 1</td>
<td>Commencement, 10:30 a.m., Chapel</td>
</tr>
<tr>
<td>June 1</td>
<td>Summer Vacation begins, 12:00 noon</td>
</tr>
</tbody>
</table>

The school day begins at 8:00 a.m. and ends at 4:00 p.m. Kindergarten, First and Second Grade students are in school from 8:30 to 11:50 a.m. and 1:30 to 3:15 p.m.
GUIDANCE COUNSELOR. At the meeting held on December 9 and 10, 1954, the report of Superintendent Overbeay about the need for a guidance counselor at the Iowa Braille and Sight-Saving School was referred to the Faculty Committee for study and report back to the Board; and on January 13, 1955, upon the recommendation of the Faculty Committee, the report was referred back to Superintendent Overbeay for discussion with the Finance Committee.

Upon the recommendation of Superintendent Overbeay the item about a guidance counselor was dropped from the docket.

FARM LEASE. It was moved that the Secretary of the State Board of Education be authorized to execute a lease by and between the State Board of Education for the use and benefit of the Iowa Braille and Sight-Saving School, Landlord, and Ivan B. Anderson, Tenant, covering approximately 30 acres of the School's farm land located in Section 20, Taylor Township, Benton County, Iowa, from March 1, 1955, to February 28, 1956, on a share crop basis. The motion was seconded and on roll call the vote was as follows:

Aye: Mrs. Archie, Mr. Hagemann, Mr. Stevens, Mr. Strawman, and Mr. Rider.
Nay: None.
Absent: Mrs. Brooks, Mr. Hamilton, and Mr. Plock.

The chairman declared the motion passed.

SUPERINTENDENT'S NEW HOME AND FURNISHINGS. Upon the recommendation of the Building and Business Committee, authority was granted for the following with the understanding that payment is to be made from funds appropriated for the Superintendent's New Home and Furnishings, subject to approval and allocation of funds by the Budget and Financial Control Committee if that is necessary:
March 17 and 18, 1955 - Iowa Braille and Sight-Saving School

1. Driveway, Water Heater and Miscellaneous Account:
   Hot water heater, Crescent Electric Supply Co., Waterloo $100.71
   Grading around home, Homer Lockhart, Vinton 150.00

2. Steam and Water Lines Account:
   Condensate Pump, Chandler Pump Company, Cedar Rapids 149.94
   Supplies and labor for lines 378.65

3. Furniture and Furnishings Account:
   Curtain and drapery material, Montgomery Ward & Company 40.53
   Materials and labor for drawers, bookcase, towel cabinet, and storage chest:
   Materials, Ellis-McDowell Lumber Company $251.00
   Labor, School force 30.00 331.00
March 17 and 18, 1955

STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on March 17, 1955:

TRANSFER OF FUNDS. Mr. Gernetzky reported that on February 23, 1955, the Governor and the State Comptroller had approved the transfer of $15,000 from the appropriation for the State Sanatorium for Salaries, Support, Maintenance and Miscellaneous to the fund appropriated for Repairs, Replacements, Alterations, or Equipment. (See Board minutes of January 13-14, 1955.)

200,000 GALLON WATER STORAGE TANK - ALLOCATION OF FUNDS. The Building and Business Committee submitted the following summary of the cost of the 200,000 Gallon Water Storage Tank:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Structure contract, Pittsburgh-Des Moines Steel Co.</td>
<td>$37,850.00</td>
</tr>
<tr>
<td>Foundation contract, P. W. Willis</td>
<td>4,896.00</td>
</tr>
<tr>
<td>Allocated and expended</td>
<td>$42,748.00</td>
</tr>
<tr>
<td>Expenditures for which additional allocation is needed:</td>
<td></td>
</tr>
<tr>
<td>Engineering fee, State University Division of Planning and Construction, 1% of contracts</td>
<td>427.48</td>
</tr>
<tr>
<td>Advertising costs</td>
<td>54.67</td>
</tr>
<tr>
<td>Total Cost of Project</td>
<td>$43,230.15</td>
</tr>
</tbody>
</table>

Upon the recommendation of the Building and Business Committee authority was granted to request the Budget and Financial Control Committee to allocate an additional $482.15 from the appropriation made by the 55th General Assembly for the construction of a 200,000 Gallon Water Storage Tank to the Project Account.

REPLACEMENT OF AUTOMOBILES AND TRUCKS - AUTOMOBILE. The Building and Business Committee reported that the State Sanatorium had requested quotations on an automobile to replace a 1947 Chevrolet; that the bids received seemed to be too high; and that the Purchasing Agents Committee had arranged to secure bids.
March 17 and 18, 1955

through the Iowa State College for the automobile to be used by the State Sanatorium. The following bids were made by the Chevrolet Motor Division to the Iowa State College:

<table>
<thead>
<tr>
<th>ISC Item No.</th>
<th>Description</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 &amp; 17</td>
<td>1955 Sedan, complete with 5 6:70x15 wheels and tires, fresh air heater and defroster, oil filter, oil bath air cleaner, 2 inside sun visors, left side outside rear view mirror, turn signals, windshield washers, cigar lighter, minimum wheel base 115&quot;, minimum piston displacement 223 cu. in. Less federal excise tax (no trade-in)</td>
<td>$1,164.48</td>
</tr>
<tr>
<td>34</td>
<td>1955 4-door sedan equipped as per Item 1 Less federal excise tax (no trade-in)</td>
<td>1,194.12</td>
</tr>
<tr>
<td>35</td>
<td>1955 4-door sedan equipped as per Item 1 Less federal excise tax Less trade-in, 1947 Chevrolet Stylemaster 2-door sedan</td>
<td>1,194.12</td>
</tr>
<tr>
<td></td>
<td></td>
<td>50.00</td>
</tr>
<tr>
<td>36</td>
<td>4-door medium series sedan (custom line, Savoy or 210 series) equipped as per Item 1 Less federal excise tax Less trade-in, 1947 Chevrolet Stylemaster 2-door sedan</td>
<td>1,253.69</td>
</tr>
<tr>
<td></td>
<td></td>
<td>50.00</td>
</tr>
<tr>
<td>37</td>
<td>Utility wagon on passenger car chassis and equipped as per Item 1 excepting 7:10x15 tires wanted Less federal excise tax Less trade-in of 1947 Chevrolet Stylemaster 2-door sedan</td>
<td>1,387.38</td>
</tr>
<tr>
<td></td>
<td></td>
<td>50.00</td>
</tr>
<tr>
<td>38</td>
<td>Station Wagon medium series, two-door, equipped as per Item 1 excepting 7:10x15 tires wanted Less federal excise tax Less trade-in of 1947 Chevrolet Stylemaster 2-door sedan License No. 2994, Motor #EAA-135491</td>
<td>1,416.29</td>
</tr>
<tr>
<td></td>
<td></td>
<td>50.00</td>
</tr>
</tbody>
</table>

Upon the recommendation of the Building and Business Committee authority was granted for the purchase of Item 38, Station Wagon medium series, at a price of $1,416.29 with no trade-in. (See Board minutes of September 9-10, 1954. $1,600 allocated by the Budget and Financial Control Committee September 27, 1954.)
March 17 and 18, 1955 - State Sanatorium

SEWAGE DISPOSAL PLANT - PLANS AND SPECIFICATIONS. At the meeting held on May 7-8, 1953, a report and recommendations were made relative to restoration of the Sewage Treatment plant at the State Sanatorium at an estimated cost of $50,000; and Secretary Dancer was instructed to send copies of the report and recommendations to the Budget and Financial Control Committee so it would be advised of the possibility of an emergency situation developing some time during the biennium 1953-1955.

On September 15, 1954, the Budget and Financial Control Committee allocated $50,000 from the General Contingent Fund, Chapter 39, 55th G. A., for repairs and alterations to the Sewage Disposal Plant; and the Stanley Engineering Company, Muscatine, Iowa, was employed to provide engineering services for the project. (See Board minutes of October 14-15, 1954.)

Upon the recommendation of the Building and Business Committee the plans and specifications for the Sewage Treatment Plant (Sewage Disposal Plant), prepared by the Stanley Engineering Company, were referred to the Finance Committee and Business Manager Wynn for approval and with authority to advertise for bids.
The following business relating to the State University was transacted on March 18, 1955:

RESIGNATION. Upon the recommendation of the Faculty Committee and President Hancher the resignation of Frank E. Coburn, associate professor in the Department of Psychiatry, College of Medicine, was accepted effective July 1, 1955.

LEAVES OF ABSENCE. Mr. Stevens submitted the following requests for leaves of absence submitted by President Hancher and, upon the recommendation of the Faculty Committee, they were granted:

Paul Engel, professor in the Department of English, College of Liberal Arts, for the period July 1, 1955, to August 15, 1955, without salary or insurance.

Lola G. Selby, assistant professor in the School of Social Work, College of Liberal Arts, an extension to August 1, 1956, of a leave now in effect, without salary or insurance, in order for her to continue work toward her doctorate at the University of Chicago School of Social Service Administration.

Afton Smith, assistant professor emeritus, Child Welfare Research, effective as of March 1, 1955, for an indefinite period without salary.

APPOINTMENTS. Upon the recommendation of President Hancher and the Faculty Committee the following appointments were made:

Willis B. Person, assistant professor for three years in the Department of Chemistry, College of Liberal Arts, at a salary of $4,800 plus insurance programs, nine months' basis, effective September 1, 1955.

Dr. Eugene F. Van Epps, professor and head of the Department of Radiology, College of Medicine, at a salary of $10,500 (P plus 100%), plus insurance programs, twelve months' basis, effective July 1, 1955, to replace Dr. H. Dabney Kerr, who has resigned effective June 30, 1955.
SALARY INCREASES. Upon the recommendation of the Faculty Committee and President Hancher the following salary increases were made:

Jean H. Baer, associate professor and administrative assistant in the College of Nursing, salary increased from $6,000 to $6,600, plus insurance programs, twelve months' basis, the increase to be effective only for the period February 7, 1955, to June 30, 1955, and payable from line 7, A612. The increase is for added responsibilities assumed during the leave of absence of Dean Kitchell:

John B. McKinley, research associate in the Department of Orthopedics, College of Medicine, salary increased from $4,528 to $5,528, plus insurance programs, twelve months' basis, effective as of February 1, 1955, and payable as follows: A522, $3,016; Q197, $1,512; Q616, $1,000; a total of $5,528.

CHANGE IN APPOINTMENT AND SALARY. Upon the recommendation of the Faculty Committee and President Hancher the appointment of Gerald E. Burke was changed from manager of Married Student Housing, at a salary of $5,000, plus insurance programs and living quarters, 12 months' basis, to assistant manager of Dormitory Operations, at a salary of $6,000 plus insurance programs, twelve months' basis, effective April 1, 1955, payable as follows: N076, $3,000; M181, $3,000; total $6,000.

PURCHASE OF PROPERTY - NELLIE PAYNE. At the meeting held on February 10 and 11, 1955, the Business Manager of the State University was authorized to negotiate for the purchase of the property owned by Nellie Payne, known as 203 Halley Street, Iowa City, Iowa, and described as Lot 2, Block 3, Parkside Addition, making her a first offer of $6,500.00, and report back to the Building and Business Committee.

The Building and Business Committee reported that Lot 2, Block 3, Parkside Addition, Iowa City, Iowa, could not be purchased for $6,500.00; that, in accordance with the understanding at the time of the February 10-11, 1955, Board meeting, Business Manager Jolliffe had been authorized to negotiate for the purchase of the property at a price not to exceed $7,000; and that negotiations were being completed at a purchase price of $6,800.00.
RIGHT-OF-WAY EASEMENT - IOWA-ILLINOIS GAS AND ELECTRIC COMPANY. The Building and Business Committee submitted the following right-of-way easement and recommended that it be approved:

KNOW ALL MEN BY THESE PRESENTS:

That the State Board of Education for the Use and Benefit of the State University of Iowa, in consideration of the payment of One Dollar ($1.00), receipt of which is hereby acknowledged, and consideration of the mutual covenants herein contained, hereby grants to Iowa-Illinois Gas and Electric Company, an Illinois corporation authorized to do business in Iowa, its successors and assigns, a right of way easement for the purpose of constructing, reconstructing, operating, maintaining and removing lines for the transmission and distribution of electric energy and for communication and electrical controls, including necessary poles, wires, guys, anchors, and other appurtenances, together with the right of ingress and egress, and the right to trim, cut down, and remove such trees, brush, saplings, and bushes as may interfere with the proper construction, operation, or removal of said lines, upon, over, along, and across the real estate located in Johnson County, in the State of Iowa, described as follows, to-wit:

Commencing at a point that is 415.3 feet north of the intersection of the north line of River Street and the west line of Riverside Drive in Iowa City, Iowa, thence easterly at an included angle of 81 degrees 22 minutes 539.2 feet, thence southeasterly at an excluded angle of 31 degrees 24 minutes approximately 531 feet to the northwest corner of Lot 8 in Block 100 in Iowa City, Iowa, according to the plat of the subdivision of lumber yard and promenade recorded in Book 1, page 479, Deed Records of Johnson County, Iowa.

It being understood and agreed that the width of the right of way is to be twenty (20) feet, and that the grantee shall have the right to place anchors outside the twenty foot strip near the river bank.

The foregoing right of way and grant of rights are conveyed upon the following expressed conditions:

1. The Iowa-Illinois Gas and Electric Company shall be liable for all damage to the property of the State Board of Education for the use and benefit of the State University of Iowa caused by the Company's failure to use due care in its exercise of the rights granted herein.

2. The rights granted herein shall continue only so long as the premises are used for the operation and maintenance of an electric transmission line as herein provided.
March 17 and 18, 1955 - State University

3. The Iowa-Illinois Gas and Electric Company agrees to change the installation from an overhead installation to an underground installation on the same right of way, or to relocate as overhead any transmission lines located on this right of way upon condition that the State of Iowa for the use and benefit of the State University of Iowa does reimburse the Iowa-Illinois Gas and Electric Company for the depreciated cost of the installation made upon the right of way granted herein, and the depreciated cost of the extension from the interurban line on Templin Road rendered useless thereby, and also pay thirty per cent (30%) of the cost of relocating the new line or thirty per cent (30%) of the underground installation on the location granted herein, or in the alternative provide an easement on some other location of University property permitting relocation of the line at a cost comparable to the cost of the extension rendered useless by the relocation; provided, further, that the change may be required only in the event the location granted herein is needed for building purposes by the University.

It was moved that the foregoing right-of-way easement be granted, subject to approval by the Executive Council of Iowa, and that the Secretary of the State Board of Education be authorized to sign it. The motion was seconded and on roll call the vote was as follows:

Aye: Mrs. Archie, Mr. Hagemann, Mr. Stevens, Mr. Strawman, and Mr. Rider.

Nay: None.

Absent: Mrs. Brooks, Mr. Hamilton, and Mr. Plock.

The chairman declared the motion passed.

REGULATIONS GOVERNING USE OF MOTOR VEHICLES BY STUDENTS AND STAFF. The Building and Business Committee submitted the following regulations proposed by the Business Manager governing the use of motor vehicles by students and staff within the vicinity of the campus of the State University and recommended that they be adopted:

A. Identification

It is required that any student or member of the faculty or staff of the University, operating a motor vehicle within the vicinity of the campus, must display an identification on the motor vehicle where it can be plainly seen without entering the vehicle.
March 17 and 18, 1955 - State University

(1) For "Iowa" licensed cars, operated by the owner, the license certificate shall suffice. Such certificate shall be displayed so that the owner's name can be plainly seen without entering the vehicle, as required by the Iowa Code.

(2) For all other motor vehicles, including out of state licensed motor vehicles and "Iowa" licensed motor vehicles operated by a person other than the individual in whose name the vehicle is registered, a typewritten gummed label shall be affixed in a location that can be easily read without entering the motor vehicle. Such label shall carry the name of the operator of the motor vehicle and if a student, the "student number."

B. Parking Regulations

(1) All restricted parking areas shall be adequately marked by suitable signs, painted curbs or other standard means. Restricted parking areas will in general be: vicinity of fire hydrants, fire lanes, fire escapes and fire exits, service drives, loading zones, narrow streets and parking lots reserved for special parking purposes.

(2) Unauthorized motor vehicles shall not be parked in any such restricted areas.

(3) Motor vehicles shall not be parked on lawns or other areas not normally available for parking purposes.

(4) Motor vehicles shall not be parked in such manner as to block sidewalks, cross walks, driveway, roadway or parking areas.

(5) Motor vehicles shall be driven and parked in a safe and orderly manner in all parking areas.

(6) All City ordinances and State Laws which are applicable to parking and traffic are applicable on all city streets and alleys within the general campus area.

C. Penalties and Specific Violations

Charges as listed below shall be assessed against the operator of the motor vehicle for each violation: each one-half day shall constitute a separate violation. These charges shall be automatically applied against the individual's account in the Business Office.

(1) For failure to properly display identification of operator as provided in Section A.

First offense $5.00; Second offense $5.00 and disciplinary action.
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(2) For all parking violations as provided in Section B, in any one University year September 1 to August 31.

First offense $1.00; Second offense $2.00; Third offense $4.00 and disciplinary action.

(3) Appeals may be made by students to the Dean of Students, by faculty to the Provost and by others to the Business Manager. Excuses for violations shall not constitute a basis for appeal. Appeals shall be made in writing, stating succinctly but fully the grounds on which the appeal rests.

D. Reserved Faculty Parking Areas

Any member of the faculty or staff, desiring the privilege of the use of parking areas reserved for faculty and staff may apply at the office of the Superintendent of the Physical Plant who has the authority to issue an identification insignia providing parking space is available. This identification insignia shall be displayed on the rear window of the car at all times.

The Physical Plant Superintendent shall investigate each application and shall assign available parking space on the basis of the following priorities:

(1) Official visitors on a temporary basis.
(2) Disabled student or staff member.
(3) Staff members who use automobiles in the conduct of University business.
(4) Staff members who are dependent on the use of an automobile for transportation to and from the campus.
(5) Other staff members in accordance with academic or equivalent rank.

On motion, the recommendation of the Building and Business Committee was approved and the foregoing regulations governing the use of motor vehicles by students and staff within the vicinity of the campus of the State University were adopted, effective immediately.

LEASE - LEONARD CURTIS. On October 15, 1954, the State Board of Education authorized a one-year lease of a section of the Curtis Greenhouse at the south edge of Iowa City for the purpose of storing campus flowers during the winter at an annual rental of $200, beginning October 15, 1954.
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Upon the recommendation of the Building and Business Committee, Mr. Hagemann moved that the Business Manager of the State University be authorized to continue the lease on a year-to-year basis for as long as the space is needed by the State University. The motion was seconded and on roll call the vote was, as follows:

Aye: Mrs. Archie, Mr. Hagemann, Mr. Stevens, Mr. Strawman, and Mr. Rider.
Nay: None.
Absent: Mrs. Brooks, Mr. Hamilton, and Mr. Flock.

The chairman declared the motion passed.

GOLF COURSE - OFFICE AND LOCKER FACILITIES - RESURFACING ROADWAYS AND PARKING SPACE. Upon the recommendation of the Building and Business Committee authority was granted for the following projects and $15,000 to finance them was allocated from unappropriated athletic income: (Board in Control of Athletics.)

1. Move and set up temporary barracks to provide office and locker space for the new golf course.

2. Move and set up temporary barracks to provide office and locker space for the lower nine of the old golf course and resurface roadways and parking space in this area.

REMODELING TO IMPROVE CARE AND TREATMENT OF FOLIO AND PEDIATRIC PATIENTS (GENERAL HOSPITAL ADDITION AND CHILDREN'S HOSPITAL REMODELING) - AIR CONDITIONING OF TOWER AREA - SUPPLEMENTAL GRANT. The Building and Business Committee reported that in the development of the second floor of the new Pediatrics Wing at the General Hospital there was considerable time pressure, and the decision to authorize this final phase was made by the Budget and Financial Control Committee in the closing hours of qualification for eligibility for federal funds; that air conditioning was not provided in the area in the hospital tower which is being sealed off by the second floor construction and
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which are operating room areas for the head surgical specialties; and that
the only solution possible for the loss of natural ventilation is the provision
of artificial ventilation.

Upon the recommendation of the Building and Business Committee, authority
was granted to ask that the original request under this project, Remodeling to
Improve Care and Treatment of Polio and Pediatrics Patients (General Hospital
Addition and Children's Hospital Remodeling), be supplemented in the amount of
approximately $15,000 of Federal monies to be matched against $30,000 to be
provided by the University Hospitals Repair, Replacement, Alteration and
Equipment funds appropriated by the 55th General Assembly which has been made
available for use in this project in accordance with documentation filed as
part of the approved project application.
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IOWA STATE TEACHERS COLLEGE

The following business relating to the Iowa State Teachers College was transacted on March 17, 1955:

TRAINING OF TEACHERS FOR VOCATIONAL HOME ECONOMICS. (See General Section of these minutes.)

DEATH. Mr. Stevens stated that President Maucker had reported to the Faculty Committee the death on February 17, 1955, of Dr. Joseph Gamet, director of the Health Service.

CHANGE OF POSITION AND SALARY. Upon the recommendation of the Faculty Committee and President Maucker the following changes of position and salary were made:

Dr. V. D. French, from assistant director of Health Service to acting director of Health Service, effective as of March 1, 1955, with a change in the rate of annual salary from $7,000 ($5,500 from the General Fund and $1,500 from the Student Activity Account) to $7,500 ($6,000 from the General Fund and $1,500 from the Student Activity Account).

Dr. Donald F. Howard, from associate professor of History, full time, to associate professor of History, half time, and curriculum coordinator and assistant to the Dean of Instruction, half time, effective September 1, 1955, and his salary changed from $6,350 a year, nine months' basis, to $8,200 a year, twelve months' basis.

LEAVE OF ABSENCE. Upon the recommendation of the Faculty Committee and President Maucker, a leave of absence without salary was granted to Miss Sue Lund, director of Bartlett Hall, for the period from June 15, 1955, to September 1, 1956, for rest, recuperation and study.

DINNER — SENATOR JOHN BERG. President Maucker reported that the dinner given in the Commons by the Cedar Falls Chamber of Commerce in honor of former Senator John P. Berg was a highly successful event.
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GIFT - STANDARD OIL FOUNDATION, INC. - RADIO ISOTOPE TECHNIQUES WORKSHOP.

Mr. Stevens stated that President Maucker had reported to the Faculty Committee receipt of a gift of $1,000 from Standard Oil Foundation, Inc., in support of 20 scholarships of $50 each for high school teachers (or college teachers if high school teachers are not available) attending the workshop; and that the money had been placed in a restricted current account to be dispersed only over the signature of the Head of the Science Department. (If any monies are unused at the end of the workshop period they are to be returned to the donor. On motion, the gift was accepted.

ENROLLMENT - STAFF NEEDS. President Maucker made a brief oral report about the enrollment outlook and staff needs for the coming biennium, stating that it would be more than had been expected.

REGULATIONS - SMOKING IN INSTRUCTIONAL BUILDINGS. Upon the recommendation of the Faculty Committee the following regulations submitted by President Maucker governing smoking in instructional buildings on the campus of the Iowa State Teachers College were adopted, effective immediately:

1. There should be no smoking in classrooms, laboratories, reading rooms, auditoriums.

2. There should be no smoking in areas of special danger, as in places where combustible materials are stored or where there is inadequate supervision so that a fire might go undetected for a considerable period of time.

and President Maucker was authorized to have the present signs removed and others erected and make such other arrangements as would permit smoking in designated rest rooms, lounges, offices, and portions of corridors with special provisions for safety, cleanliness, ventilation and appearance in the designated areas.
ADDITION CONNECTING BAKER AND SEERLEY HALLS FOR MEN - FINANCING. Mr. Hagemann reported that on March 4, 1955, H. F. Dean, Financial Secretary of the Bankers Life Company, had written David A. Dancer, Secretary of the State Board of Education, as follows:

"We are willing to reoffer to lend to Iowa State Board of Education $385,000 for Iowa State Teachers College to build an addition to Baker and Seerley Halls to mature over a period of twenty years beginning July 1, 1957, at 3 3/8%. This borrowing will, of course, be secured by dormitory revenues of Iowa State Teachers College and have the same standing as the presently outstanding debt of that college.

"We understand that the Board will meet to discuss this on March 17 and 18, and this offer will extend through March 18."

Mr. Hagemann moved that the foregoing commitment from the Bankers Life Company, dated March 4, 1955, be accepted. The motion was seconded and passed.

ADDITION CONNECTING BAKER AND SEERLEY HALLS FOR MEN - ARCHITECT. Mr. Hagemann reported that the Building and Business Committee had considered several architectural firms that had offered their services in connection with the proposed Addition Connecting Baker and Seerley Halls for Men.

Upon the recommendation of the Building and Business Committee, Dane D. Morgan and Associates, Burlington, Iowa, were employed as architects for the proposed Addition Connecting Baker and Seerley Halls for Men on a fee basis of 5% and the Secretary of the State Board of Education was authorized to negotiate a contract.

GROUP LIFE INSURANCE. (See General Section of these minutes.)

HEATING AND POWER PLANT - BOILER CONVERSION FOR USE OF NATURAL GAS (NATURAL GAS FUEL FIRING EQUIPMENT AND AUXILIARIES FOR STEAM GENERATOR NO. 1) - ACCEPTANCE. The Building and Business Committee reported that on February 28, 1955, the Brown Engineering Company had written to E. E. Cole, director of the
Physical Plant at the Iowa State Teachers College, as follows:

"The contract (Young Heating Company, Waterloo, Iowa) has been completed and has been operating satisfactorily. Final inspection was made February 25, 1955, and the installation has been found to be in accordance with the plans and specifications and Change Order No. 1."

Upon the recommendation of the Building and Business Committee, the Natural Gas Fuel Firing Equipment and Auxiliaries for Steam Generator No. 1, Heating and Power Plant, was accepted as of this date, March 17, 1955, from the contractor, the Young Heating Company, Waterloo, Iowa, and payment of the final estimate in accordance with the provisions of Chapter 573, 1954 Code of Iowa, was authorized.

STORAGE COAL - SPECIFICATIONS. Upon the recommendation of the Building and Business Committee, the specifications for 1,000 tons of storage coal to be purchased for the Iowa State Teachers College were referred to the Finance Committee with power to act.

HEATING AND POWER PLANT - STANDBY HEATING CAPACITY. Business Manager Jennings reported that as a result of experience from a shut down on February 10 and 11, 1955, it was found that the standby heating capacity of the Heating and Power Plant is not as much as it should be, only 26,000#/ instead of the rated capacity of 35,000#, and that a report would be made to the Brown Engineering Company.

BLUE CROSS HOSPITALIZATION. Upon the recommendation of the Building and Business Committee, authority was granted to poll the staff of the Iowa State Teachers College regarding a proposed change in the Blue Cross Hospitalization Plan from the present coverage to comprehensive coverage with some increase in the rates and to make the change if the poll so indicated. (The insurance is paid for entirely by the employees and participation is optional.)
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CAMPUS LABORATORY SCHOOL, UNIT B - GENERAL CONSTRUCTION - ASSIGNMENT OF CONTRACT. Upon the recommendation of the Building and Business Committee, the request of the Wildes Construction Company to assign to the Waterloo Savings Bank, Waterloo, Iowa, the balance of the payments that will become due under a contract with that firm for the general construction of the Campus Laboratory School, Unit B, was granted, subject to approval by the bonding company, the United Pacific Insurance Company of Tacoma, Washington.
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IOWA STATE COLLEGE

The following business relating to the Iowa State College was transacted on March 17, 1955:

RESIGNATIONS. Upon the recommendation of the Faculty Committee the following resignations submitted by President Hilton were accepted:

William C. Heiss, instructor and assistant football coach, Physical Education for Men, effective as of February 28, 1955, to accept a position at the University of Denver.

Philip F. Bonnag, associate professor of Zoology and Entomology, effective March 31, 1955, to accept a position at the University of California.

Harold Stiles, associate professor of Physics, effective June 30, 1955, to retire.


Morton W. Bittinger, instructor of Agricultural Engineering, effective as of March 15, 1955, to enter personal consultation service.

Harrison Shull, assistant professor of Chemistry and associate chemist in the Institute for Atomic Research, effective June 30, 1955, to accept a position at the University of Indiana.

William C. Paddock, professor of Botany and director of the Iowa State College Guatemala Tropical Research Center, effective as of February 28, 1955, to join the staff of the Foreign Operations Administration in Guatemala.

LEAVES OF ABSENCE. Upon the recommendation of the Faculty Committee the following requests for leaves of absence submitted by President Hilton were granted:

Walter E. Loomis, professor of Botany, for the period March 5, 1955, through June 19, 1955, without salary, to accept a visiting professorship at Cornell University.

Raymond J. Jessen, professor of Statistics, for the period February 18, 1955, through March 31, 1955, without salary, to accept an assignment with the Foreign Agricultural Organization to teach at a Training Center in Argentina.
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Roy E. LeMoine, professor and head of Religious Education, for the period August 1, 1955, through June 15, 1956, without salary, to complete residence requirements for the doctorate in philosophy.

W. H. Lancelot, professor of Vocational Education, for the period February 1, 1955, through February 28, 1955, without salary, due to illness.

Henry F. Thielen, professor of Mathematics, for the period July 1, 1955, through September 7, 1955, without salary, to serve as consultant for the Battelle Memorial Institute during the summer months.

SALARY INCREASES, TRANSFERS AND PROMOTIONS. Upon the recommendation of the Faculty Committee the following salary increases, transfers, and promotions submitted by President Hilton were made:

Kenneth L. McFate, associate in Agricultural Engineering, Agricultural Extension Service, salary increased from $5,000.00, twelve months' basis, to $6,100.00 a year, twelve months' basis, effective as of March 1, 1955.

Ivan A. Wikner, from county youth assistant in Butler County to county extension director in Butler County, Agricultural Extension Service, and salary increased from $4,200.00 ($3,000 Extension; $1,200 County), twelve months' basis, to $5,000.00 ($2,700 Extension; $2,300 County), twelve months' basis, effective as of March 1, 1955. (Replacement for Mr. Hibray.)

Lawrence W. Von Tersch, associate professor of Electrical Engineering, salary increased from $5,600.00 ($2,800 Engr.; $2,800 Trusts and Specials), nine months' basis, plus annuity, to $6,100.00 ($3,000 Engr.; $2,800 Trusts and Specials), nine months' basis, plus annuity, effective as of March 16, 1955.

W. Robert Parks, professor of History and Government, salary increased from $7,500.00 a year, twelve months' basis, plus annuity, to $7,800.00 ($5,200 Science; $2,600 ISRI), twelve months' basis, plus annuity, effective as of March 1, 1955.

APPOINTMENTS. Upon the recommendation of the Faculty Committee the following appointments submitted by President Hilton were made:

Orvis P. Engelstad, associate in Agronomy (Soils), Agricultural Experiment Station, at a salary of $5,333.00 a year, twelve months' basis, effective as of March 16, 1955.

Carl J. Sayre, assistant county extension director, Black Hawk County, Agricultural Extension Service, at a salary of $5,000.00 a year, twelve months' basis, effective as of March 1, 1955.
Kenneth O. Hulslander, instructor and assistant football coach, Physical Education for Men, at a salary of $5,500.00 ($2,750 Science; $2,750 AC), twelve months' basis, effective as of March 1, 1955. (Replacement for Mr. Heiss.)

OFFICE OF DEAN OF THE JUNIOR COLLEGE - DIRECTOR OF STUDENT AFFAIRS. The Faculty Committee reported that it had approved a recommendation of President Hilton that the Office of Dean of the Junior College at the Iowa State College be dissolved and that the position of Director of Student Affairs be created, and the Committee submitted the following resolution:

RESOLVED that the Office of the Dean of the Junior College at Iowa State College be dissolved, and that the work formerly administered by this division be transferred as follows:

1. The classification of Freshmen and Sophomore students be transferred to the division in which the student is majoring.

2. The term "Student Counsellor" be changed to "Student Advisor" and that these Advisors be administered under the Divisional Deans or their designated representatives.

3. The assignment of freshman and sophomore students in sections be placed under the administration of the Registrar.

4. That there be created a position of Director of Student Affairs responsible directly to the President. The major duties of the Director of Student Affairs shall be as follows:

   a. He will have general supervision of all student affairs and disciplinary problems.

   b. He will be responsible for coordinating and administering the program of religious life.

   c. He will serve as a member of the various student financial aid committees.

   d. He will serve as a member of the events and dates committee.

   e. He will serve as a member of the Alumni Hall Board of Trustees.

   f. He will be responsible for the operation and management of the Testing Bureau.

It was moved that the foregoing resolution be adopted, effective July 1, 1955, and the motion was seconded and passed.
APPOINTMENT - DIRECTOR OF STUDENT AFFAIRS. Upon the recommendation of the Faculty Committee and President Hilton, M. D. Helser, whose present base appointment as Dean of the Junior College and Director of Personnel will terminate on June 30, 1955, be appointed to the position of Director of Student Affairs for an interim period on a base at a salary of $8,387.00.

DAIRY CATTLE NUTRITION BARN AND LABORATORY - BARN EQUIPMENT - ACCEPTANCE. The Building and Business Committee reported that Ben W. Schaefer, Superintendent of the Physical Plant Department, Iowa State College, had written on February 17, 1955, that the barn equipment for the Dairy Cattle Nutrition Barn and Laboratory furnished under contracts with the Clay Equipment Corporation and the Louden Machinery Company had been inspected and found to be in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the barn equipment for the Dairy Cattle Nutrition Barn and Laboratory was accepted as of this date, March 17, 1955, from the Clay Equipment Corporation and the Louden Machinery Company and payment of the final estimates in accordance with the provisions of Chapter 573, 1954 Code of Iowa, was authorized.

DAIRY CATTLE NUTRITION BARN AND LABORATORY - ADDITIONAL WORK - PLANS AND SPECIFICATIONS. At the meeting held on May 13-14, 1954, Business Manager Platt submitted a report regarding proposed expenditures in connection with the construction of the Dairy Cattle Nutrition Barn and Laboratory, a part of which outlined additional work estimated to cost $51,000 to complete the project.

Upon the recommendation of the Building and Business Committee the plans for the following additional work to complete the Dairy Cattle Nutrition Barn and Laboratory Project were approved, payment to be made from funds appropriated for that purpose under Chapter 7, 55th G. A., and authority was granted
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to advertise for bids and publish the necessary notice of public hearing,
subject to approval by the Budget and Financial Control Committee:

1. Remodeling of west wing of Dairy Barn $25,000
2. Remodeling of maternity barn, plus silo and feed room additions 13,000
3. Heifer sheds, including utilities, feeding equipment, lot fences and lot paving 13,000

Total $51,000

($199,000 of the appropriation of $250,000 for this project was previously allocated. See Board minutes of May 13-14, 1954.)

BEEF CATTLE NUTRITION BARN AND LABORATORY - ELECTRICAL CONTRACT - WITHDRAWAL OF BID - RETURN OF CERTIFIED CHECK. At the meeting held on February 10-11, 1955, a contract for the electrical work in the Laboratory Unit of the Beef Cattle Nutrition Barn and Laboratory was awarded to the Glass Electric Company, Perry, Iowa, on the basis of that firm's bid of $4,426.00.

The Building and Business Committee reported that because of errors in the bid the Glass Electric Company had withdrawn its bid and not executed a contract, and had requested the return of its certified check.

Upon the recommendation of the Building and Business Committee, the provision in the specifications for forfeiture of the certified check in the event of the bidder's failure or refusal to execute a contract was waived and authority was granted to return the certified check for $222.00 filed by the Glass Electric Company with its bid for the electrical work in the Laboratory Unit of the Beef Cattle Nutrition Barn and Laboratory.

BEEF CATTLE NUTRITION BARN AND LABORATORY - LABORATORY UNIT - AWARDING OF CONTRACT FOR ELECTRICAL WORK. Upon the recommendation of the Building and Business Committee the contract for the electrical work in the Laboratory Unit
of the Beef Cattle Nutrition Barn and Laboratory was awarded to the second low bidder, the Best Electric Company, Ames, Iowa, on the basis of that firm's bid of $6,216.00, subject to approval by the Budget and Financial Control Committee, and the Secretary of the State Board of Education was authorized to sign the contract when a satisfactory surety bond has been filed. (See Finance Committee minutes of February 8, 1955, Iowa State College, for tabulation of bids.)

WESTGATE HALL - FURNITURE AND FURNISHINGS - CONTRACTS. At the meeting held on February 10 and 11, 1955, the bids for furniture and furnishings for Westgate Hall were referred to the Finance Committee with authority to approve the selections and award the contracts if the low bids are satisfactory.

Upon the recommendation of the Building and Business Committee the action taken by the Finance Committee on March 22, 1955, awarding contracts for furniture and furnishings for Westgate Hall to the low bidders, as follows, was approved and ratified: (See Finance Committee minutes of March 22, 1955.)

Division I, Furniture, Mandel Brothers $15,343.02
Division II, Mattresses, Davidsons $3,196.36

GROUP LIFE INSURANCE. (See General Section of these minutes.)

FAMILY LIFE CONFERENCE. Secretary Dancer reported that an invitation had been received from Helen R. LeBaron, Dean of the Division of Home Economics, for members of the State Board of Education and the Finance Committee to attend the conference on family life to be held at the Iowa State College March 29 and 30, 1955.

SENIOR ACTIVITIES FEE. Mr. Hagemann moved that an additional fee of $1.00 for seniors only be imposed each Spring Quarter, effective with the Spring Quarter 1955, to be allocated for Senior Week Activities. The motion was seconded by Mr. Strawman and passed. (This action was based on a request made by the Senior Class and the Cardinal Guild.)
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REPORT OF PUBLIC HEARINGS. The Building and Business Committee reported that in accordance with published notices a public hearing was held in the office of the Business Manager of the Iowa State College, Ames, Iowa, on February 14, 1955, on the following projects and that no objectors appeared and no objections were filed:

- Beef Cattle Nutrition Barn and Laboratory
- Addition to Seed Processing Plant
- Remodeling of Military Stables
- New Well, Wellhouse and Piping
- Addition to Filtration Plant
- Westgate Hall - Furniture and Equipment

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ADJOURNMENT. The meeting adjourned at 2 p.m., March 18, 1955.

David A. Dancer, Secretary