

Des Moines, Iowa  
March 19-20, 1953

A meeting of the State Board of Education was held in the Board's Office in the State Office Building, Des Moines, Iowa, on March 19 and 20, 1953.

PRESENT:

March 19-20: Mrs. Archie, Mr. Hagemann, Mr. Munger, Mr. Plock, Mr. Rider, Mr. Rupe, and Mr. Stevens, members of the State Board of Education; Mr. Dancer and Mr. Gernetzky, members of the Finance Committee; Miss Lenihan, assistant secretary; Provost Davis and Business Manager Ambrose, of the State University; Business Manager Platt, of the Iowa State College; President Maucker and Business Manager Jennings, of the Iowa State Teachers College; Superintendent Berg and Business Manager Geasland, of the Iowa School for the Deaf; Superintendent Spear and Business Manager Wynn, of the State Sanatorium; and Superintendent Overbeay, of the Iowa Braille and Sight-Saving School.

March 19, only: President Friley, of the Iowa State College.

March 20, only: Mrs. Kyseth, member of the State Board of Education.

ABSENT:

March 19-20: Mr. Hamilton, member of the State Board of Education; and President Hancher, of the State University.

March 19, only: Mrs. Kyseth, member of the State Board of Education.

March 20, only: President Friley, of the Iowa State College.

President Rider in the chair, and Mr. Dancer secretary of the meeting.

GENERAL OR MISCELLANEOUS

The following business pertaining to general or miscellaneous matters was transacted on March 19, 1953:

RECESS - COMMITTEE MEETINGS. The Board met at 9 a.m., and President Rider recessed the meeting and requested those present to proceed with committee business until 1 p.m., when the Board members would reconvene.

March 19-20, 1953 - General or miscellaneous

The following business relating to general or miscellaneous matters was transacted on March 20, 1953:

APPROVAL OF MINUTES - MEETING HELD FEBRUARY 11-12-13, 1953. On motion, the minutes of the meeting of the State Board of Education held on February 11-12-13, 1953, were approved.

REPORT OF BUSINESS MANAGERS COMMITTEE ON COORDINATION - MEETING HELD MARCH 13, 1953. Business Manager Ambrose submitted the following report of a meeting the Business Managers Committee on Coordination held at the Iowa State College, Ames, Iowa, on March 13, 1953, to formulate a uniform policy for granting sick leave:

Present: Mr. Ambrose and Mr. Jolliffe, of the State University  
Mr. Jennings, of the Iowa State Teachers College  
Mr. Geasland, of the Iowa School for the Deaf  
Mr. Wynn, of the State Sanatorium  
Mr. Overbeay and Mr. Berry, of the Iowa Braille and Sight-Saving School  
Mr. Dancer and Mr. Gernetzky, members of the Finance Committee  
Mr. Platt, of the Iowa State College

Mr. Ambrose presided and Mr. Platt acted as secretary of the meeting.

The purpose of this meeting was to formulate a uniform policy for granting sick leave for the Board of Education institutions.

The following statement regarding sick leave is contained in Chapter 79.1, 1950 Code of Iowa:

"Leave of absence of thirty days per year with pay may be granted in the discretion of the head of any department to employees of such department when necessary by reason of sickness or injury; unused portions of such leave for any one year may be accumulative for three consecutive years."

The Attorney General, in a letter dated February 17, 1953, gave the following opinion:

"You are therefore advised that it is the opinion of this office that the word 'days' occurring in the language 'Leave of absence of thirty days per year' in the said section 79.1 is to be construed to mean calendar days."

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A statement of policy for granting sick leave at the institutions under the supervision of the State Board of Education was agreed upon to be recommended for adoption by the State Board of Education, subject to the approval of the Attorney General.

The statement of policy for granting sick leave, as agreed upon by the Business Managers Committee on Coordination, was submitted for approval and amended to read as follows:

#### Sick Leave Policy

Each institution, with the approval of the Finance Committee, shall formulate rules for the administration of a sick leave policy to be effective as of July 1, 1953, in accordance with the following principles:

1. All permanent and continuous employees are entitled during each service year to a leave of absence with pay, when necessary because of sickness or injury, of 30 calendar days. If sick leave is needed beyond this amount, it shall be granted to the extent that the employee has not used his sick leave entitlement of the two immediately preceding service years.

For purpose of this policy a service year is defined as 12 consecutive months in the case of all employees except members of the teaching, research, and extension staffs employed on an academic year basis. For such staff members a service year shall be defined as the academic year. Summer session service does not entitle an employee on an academic year basis to additional sick leave credit.

2. All permanent employees whose regular employment is on a seasonal basis are entitled during each service year to a leave of absence with pay, when necessary because of sickness or injury, for the proportionate number of 30 calendar days as the number of months of employment in their service year is related to a full twelve-month period. If sick leave is needed beyond this amount, it may be granted to the extent that the employee has not used his sick leave entitlement of the two immediately preceding service years.
3. Permanent and continuous part-time employees are governed by the policies stated in paragraphs 1 and 2. Casual employees are not entitled to sick leave.
4. In cases of continuous absence due to illness which extends from one service year into another, the employee shall be entitled to the full amount of sick leave which was available to him on a cumulative basis at the beginning of his period of absence. He is not entitled to use sick leave for a service year in which he has not been actively at work unless granted by the chief administrative officer of the institution.

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5. Where desirable, the above sick leave policy may be stated in terms of working days. In this situation, 30 calendar days will be translated into the assigned number of working days in an average calendar month. For example, on a 5-day, 40-hour week basis, 30 calendar days would be interpreted to mean 22 working days in the paragraphs above.
6. Sick leave entitlement does not accrue during approved leaves of absence without pay.
7. Sick leave may be granted only on evidence of sickness or injury satisfactory to the chief administrative officer of the institution.
8. Sick leave is not allowed for obstetrical cases.
9. Payment for sick leave absences is made on the regular payroll dates.
10. Employees who resign during a sick leave are allowed pay for sick leave to the time the resignation is submitted or to the end of the accumulated sick leave entitlement, whichever occurs first.

Mr. Rupe moved that the foregoing Sick Leave Policy be adopted, subject to approval by the Attorney General of Iowa. The motion was seconded by Mr. Munger and passed.

#### OLD AGE AND SURVIVORS INSURANCE - TRANSFER TO FEDERAL SOCIAL SECURITY.

Business Manager Ambrose submitted the following statement of the steps involved in transferring from the present Iowa Old Age and Survivors Insurance Plan to Federal Social Security if House Files 138, 139, and 140 are passed:

1. The present Teachers Insurance and Annuity Association program must be discontinued.
  - a. By appropriate action the State Board of Education must discontinue the programs of May 31, 1953. (See Funded Retirement Booklet - Section H.)
2. Transfer present Old Age and Survivors Insurance to Federal Social Security in accordance with the acts of the 55th G.A.
3. Preparation of July 1 payroll.
  - a. Amounts normally deducted for TIAA premiums will be paid directly to the employee.
  - b. Premiums normally paid by the University will be paid directly to the employee.

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Note 1: Having paid the employee both his contribution and that of the University, he is free to continue or discontinue payment of premiums to TIAA. (At Teachers College where academic year salaries are paid in 12 equal installments, July 1, August 1, and September 1 payments fall in this category.)

Note 2: Any employee may authorize the University to withhold and transmit payments in any amount.

4. Preparation of 1953-1954 budget.  
Inasmuch as the TIAA program has been discontinued and no new program has been instituted, and acting on the principle that premiums paid by the University are in effect salary, it will be necessary to prepare a budget which includes the present University portion of the premium payment in the individual cash salary.

5. Now, this puts us into the exact situation that we faced in 1944 and in order to initiate a new retirement program it must be done by reducing the employees' cash salary by the amount of the University premium as was done December 1, 1948, when the University contributions were first introduced.

Two incentives for joining such a plan would be a desire to participate in a retirement plan and tax advantages insofar as the University contribution is concerned.

(The status of those employed prior to 1944 who do not elect to participate would be stated as in present plan.)

6. Any new plan may not be put into effect until after the beginning of the 1953-1954 fiscal year and only on the individual election by eligible staff members.

7. The University should strongly urge all presently covered employees to maintain their status quo until such time as a new plan is either adopted or rejected.

8. In instituting a new plan it may be done  
a. by each institution individually, or  
b. by the Board of Education and to cover all institutions.  
(1) Should this plan be followed, the secretary of the Board could have the joint help of all Business Managers and all Staff Insurance Committees.

Secretary Dancer submitted copies of the resolutions the Board may need to adopt to enable the institutions under the Board to transfer from state to federal social security plans, and thereafter to reinstate TIAA programs.

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Mr. Plock moved that the State Board of Education express to the Ways and Means Committee of the United States House of Representatives its desire that early action be taken on the amendments to the Social Security Act to permit coverage by employees of institutions who cannot now come under the plan without disadvantage to their present plan. The motion was seconded by Mr. Hagemann and passed.

USE OF FUNDS FOR CAPITAL IMPROVEMENTS - BRIEF. At the meeting held on October 24, 1952, the Board authorized the following, subject to approval by the Attorney General of Iowa of the expenditure of the funds indicated for that purpose:

1. The construction of a 45' x 60' cattle shed on the Shelby-Grundy Experimental Farm, Beaconsfield, Iowa, using labor by farm employees, salvage material received from the State Surplus Agency, and additional materials to be purchased at an estimated cost of \$1,000.00, payment to be made from the balance in the Sales Income Fund, Shelby-Grundy Experimental Farm.
2. The disposal of the present tenant house on Agriculture 450 Farm, and the construction of a new tenant house, using two buildings from the Ankeny Farm, at an estimated cost of \$7,000.00, payment to be made from the Tenant Properties Fund.

Because the College of Law of the State University had been asked to prepare a brief regarding the expenditure of funds for capital improvements, Secretary Dancer stated that the foregoing actions had not been submitted to the Attorney General for approval.

Business Manager Ambrose submitted copies of the brief prepared by Mason Ladd, Dean of the College of Law, assisted by Samuel M. Fahr, assistant professor in the College of Law, for consideration by the Board.

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BUDGET AND FINANCIAL CONTROL ACT - REVERSION OF FUNDS - PREAUDIT. A memorandum was submitted regarding certain preauditing procedures instituted under legislation passed by the 54th General Assembly (Chapter 45) and certain new procedures instituted since January 1, 1953, with respect to the requisition and reversion of appropriated funds, insofar as they affect institutions under the State Board of Education. The memorandum is based upon the following principles and convictions:

- a. That the granting of power without responsibility or of responsibility without power is unsound in principle and unworkable in practice.
- b. That it is a tendency of human beings to use all the power granted to them and to increase that power where possible.
- c. That in an educational institution the control of fiscal policy and the control of educational policy are not separable; and that where fiscal policy is determined educational policy will ultimately be determined.
- d. That the State Board of Education is, and ought to be, the agency of the people of Iowa for the determination of educational policy in the state-supported institutions of higher learning, and, therefore, that it should have the discretion and authority, as well as the responsibility, to determine both the fiscal and the educational policies of the institutions under its jurisdiction within the limitations of the appropriations set by the General Assembly.
- e. That the powers granted to, or assumed by, the Comptroller and preauditor are inconsistent with the foregoing principles and are a threat to the Board of Education's authority over the institutions under its jurisdiction.
- f. That the powers of the Comptroller and preauditor will grow and will supersede those of the State Board of Education with respect to educational as well as fiscal policy.
- g. That the changes are bad in principle and, therefore, dangerous; and that they are unnecessary and, therefore, wasteful.

The memorandum discussed the issues under five headings:

- I. Reversion of Funds
- II. Monthly Requisition of Appropriations - As Needed

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III. Preaudit of Disbursement Vouchers Before Payment by the Institutional Treasurer

IV. General Conclusions

V. Possible Courses of Action

In connection with the foregoing, Business Manager Ambrose submitted a copy of a letter he had written to President Hancher, a part of which is as follows:

"In connection with the preauditor situation, I informed Mr. Dancer of the following facts:

1. The preauditor has spent a very small proportion of his time during the past four months in this office. (See attached time record.)
2. The preaudit procedure consists of stamping a voucher by one of our employees and initialing by the preauditor. No disbursement vouchers have been initialed since February 1 and we have been paying vouchers with only the preaudit stamp applied, for which we have no written authority.
3. The preauditor informs us that he will not be here during the next month except possibly for a few days.
4. The result of 2 and 3 is that we now have a shelf approximately nine (9) feet long of uninitialed vouchers which have accumulated since February 1. In another month this shelf will about double in size.
5. Such interruption of the flow of vouchers is seriously hampering the flow of work through this office.
  - a. Instead of being in accessible files, it is necessary to locate any voucher only through search, a very time consuming process.
  - b. These vouchers, after payment, must be referred to by many individuals for purposes of
    - (1) Inventory
    - (2) Special internal audits of special accounts
    - (3) External audits by Federal and State auditors
    - (4) Billings on government contracts
    - (5) Other minor purposes.
6. As a result, vouchers that are not preaudited are shown by an 'out' notice in the accumulated unfinished file and are floating around the office on almost every desk, resulting in the utmost confusion insofar as our accounting procedures are concerned.



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7. In order to continue the operation of the University, it is necessary for the Treasurer to pay out funds in violation of the statute governing him. This is not right, and should be discontinued.

It was the consensus that President Rider should write a letter to the State Comptroller about the preauditing situation at the State University, and prepare and send to the members of the legislature a letter and memorandum in regard to the Budget and Financial Control Act, amendments thereto enacted by the 54th General Assembly, and whether the State Board of Education would continue to determine both the fiscal and academic policies or whether they would be determined by others who do not have the responsibility for the success of the educational institutions; and Secretary Dancer was authorized to draft any necessary bills.

EDUCATIONAL TELEVISION. Secretary Dancer reported that a bill for an act to create an educational television council in and for the State of Iowa so as to authorize and provide for the establishment and operation of an educational television broadcasting system, and to appropriate funds for the aforesaid purposes had been introduced in the Senate and in the House (Senate File 319 and House File 357); that a public hearing was held on March 12, 1953; and that the bills were in the schools committee of each house.

BUDGET AND FINANCIAL CONTROL COMMITTEE - TUITION AND FEES - NON-RESIDENT STUDENTS. At the meeting held on February 11-12-13, 1953, the following reports relative to recommendations of the Budget and Financial Control Committee were distributed to members of the Board, and consideration of the reports was deferred until the next meeting:

1. Number of non-resident and resident students enrolled in the institutions, and comparable reports of institutions in other states.
2. Resident and non-resident tuition and fees charged by the respective institutions and those charged at similar institutions in other states.

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On motion, the Finance Committee was instructed to send copies of the reports to the members of the 55th General Assembly.

ASSOCIATION OF GOVERNING BOARDS OF STATE UNIVERSITIES AND ALLIED INSTITUTIONS ANNUAL DUES. The statement for annual dues amounting to \$210.00 for membership of the State Board of Education in the Association of Governing Boards of State Universities and Allied Institutions was submitted and, on motion by Mr. Hagemann, seconded by Mrs. Kyseth, payment was authorized as follows:

State University of Iowa, 40%	\$84.00
Iowa State College, 40%	84.00
Iowa State Teachers College, 20%	42.00

PROPOSED LEGISLATION. Mr. Dancer and Mr. Gernetzky reported regarding the status of proposed legislation in which the State Board of Education is interested.

LEGISLATIVE ASKINGS - OFFICE - FINANCE COMMITTEE SALARIES. Mr. Hagemann moved that the salaries of the members of the Finance Committee of the State Board of Education be fixed by legislative action, and that President Rider write a letter to the chairman of each sub-committee for State Departments of the Appropriations Committees requesting that this be done and that the salaries be fixed, as follows:

Secretary and member of Finance Committee	\$ 7,000.00
Member of Finance Committee	6,500.00
Member of Finance Committee	6,000.00

The motion was seconded by Mr. Munger and passed.

EXECUTIVE SESSION. The Board resolved itself into executive session at 1:30 p.m. The Board arose from executive session at 3 p.m., and resumed regular business.

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THE DES MOINES REGISTER - QUESTIONNAIRE ON UN-AMERICAN ACTIVITIES. On February 17, 1953, Jack Magarrell, staff writer of the Des Moines Register, addressed a questionnaire on un-American activities to President Hancher, President Friley and President Maucker. Suggested answers prepared by President Hancher and President Maucker were read.

It was the consensus that no replies to the questionnaire should be made until the Board is advised of President Friley's ideas for answering the questions.

NEXT MEETING. The next meeting of the State Board of Education will be held on May 7 and 8, 1953, the place to be designated later by President Rider.

March 19-20, 1953

IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on March 19, 1953:

MAIN BUILDING - ELEVATOR - ACCEPTANCE. The Building and Business Committee reported that Wetherell & Harrison, Architects, Des Moines, Iowa, had inspected the elevator installation in the Main Building and reported that the contractor, Andersen Construction Company, Council Bluffs, Iowa, had completed the work in accordance with the plans and specifications and contract documents.

On motion, the elevator in the Main Building was accepted from the Andersen Construction Company as of this date, March 19, 1953, and payment of the final estimate in accordance with Chapter 573, 1950 Code of Iowa, was authorized.

REORGANIZATION OF ACADEMIC DEPARTMENT. Superintendent Berg recommended that the Academic Department of the Iowa School for the Deaf be changed from two divisions, Lower and Upper, to three divisions, Lower, Middle, and Upper, with no change in the number of years of graded work; and that an additional position be added to the budget, that of Principal of the Middle Division. Superintendent Berg submitted an analysis of what would be involved in the proposed change, and stated that the increased cost would be approximately \$3,800.00.

Upon the recommendation of the Faculty Committee, the recommendation was approved and the reorganization of the Academic Department was authorized.

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COMPLAINTS - IOWA ASSOCIATION OF THE DEAF. At the meeting held on February 12, 1953, it was moved, seconded, and passed that a statement be prepared (relative to complaints made to members of the legislature by the Iowa Association of the Deaf) so that it would be available if members of the legislature requested information. Secretary Dancer reported that the members of the legislature had not requested information and, therefore, a statement had not been prepared.

The following business relating to the Iowa School for the Deaf was transacted on March 20, 1953:

SALE OF LAND - IOWA STATE HIGHWAY COMMISSION. Business Manager Geasland reported that on February 27, 1953, E. F. Koch, Chief Engineer of the Iowa State Highway Commission, had written that at a meeting of the Commission on February 24, 1953, W. P. Nichols, Right of Way Engineer, was authorized to enter into an agreement for the installation of an amber flashing traffic signal at the entrance to the grounds of the Iowa School for the Deaf. (See Board minutes of December 3-4-5, 1952, and February 11-12-13, 1953.)

It was moved that the Secretary of the State Board of Education be authorized to enter into a contract, subject to approval by the Executive Council of Iowa, to furnish an easement to the Iowa State Highway Commission to real estate situated in Sections 7 and 8, Township 74 North, Range 43 West, Pottawattamie County, for highway purposes, upon payment of a lump sum of \$3,500.00 and the following considerations:

1. The Iowa State Highway Commission will abandon to the State of Iowa, for the use and benefit of the Iowa School for the Deaf, after the completion of the proposed relocation of Road #100, all the then unused portions of the present right-of-way of said Road #100, and will remove the road surfacing from the abandoned portion.

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2. The Iowa State Highway Commission will widen the road shoulder on the west side of Highway No. 275 opposite the entrance to the School and surface same with either gravel or crushed rock.
3. The Iowa State Highway Commission will install an amber flashing signal on Highway No. 275 near the school entrance, and the Iowa School for the Deaf will furnish the power to operate said light.

(A complete description of the real estate will appear in later minutes.)

The motion was seconded and on roll call the vote was as follows:

Aye: Mrs. Archie, Mr. Hagemann, Mr. Munger, Mr. Plock, Mr. Rider, Mr. Rupe, and Mr. Stevens.

Nay: None.

Absent: Mrs. Kyseth and Mr. Hamilton.

The chairman declared the motion passed.

March 19-20, 1953

STATE UNIVERSITY OF IOWA

The following business relating to the State University was transacted on Thursday, March 19, 1953:

RESIGNATIONS. Upon the recommendation of Provost Davis and with the approval of the Faculty Committee, the following resignations were accepted:

Dr. Jacques Gottlieb, professor in the Department of Psychiatry, College of Medicine, and assistant director of the Psychopathic Hospital, effective July 1, 1953. Dr. Gottlieb has served the University for seventeen years and he leaves to become professor of Psychiatry and director of the Psychiatric Hospital at the University of Miami in Miami, Florida.

Jack T. Johnson, associate professor in the Department of Political Science, College of Liberal Arts, effective at the end of the first semester of the academic year 1952-1953. Dr. Johnson has been on extended leave of absence for service with the United States Government.

Andrew P. Boehmer, associate professor in the Department of Mechanical Engineering, College of Engineering, effective March 31, 1953. He is accepting employment in industry.

Mrs. Margaret Keyser Hill, assistant professor in the College of Education, effective as of March 15, 1953. She is joining her husband in California.

LEAVES OF ABSENCE. Upon the recommendation of Provost Davis and with the approval of the Faculty Committee, the following leaves of absence were granted:

George Glockler, professor and head of the Department of Chemistry, College of Liberal Arts, for the academic year 1953-1954 without salary or insurance. This is a continuation of the leave of absence previously granted.

Frank A. Wachowiak, associate professor of Art, College of Liberal Arts, and head of Art in the University High School, College of Education, for the academic year 1953-1954, without salary or insurance. Professor Wachowiak will go to Burma under a Fulbright grant.

Fritz Coester, associate professor in the Department of Physics, College of Liberal Arts, for the academic year 1953-1954 without salary or insurance. Dr. Coester will spend the year at the Institute for Advanced Study at Princeton.

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APPOINTMENTS. Upon the recommendation of Provost Davis and with the approval of the Faculty Committee, the following appointments were made:

Dale M. Bentz, associate professor, indefinite, Department of Library Education, College of Liberal Arts, and associate director of University Libraries, effective June 1, 1953, at a salary of \$7,500 plus insurance programs, both on a twelve months' basis, payable from line 2 of the Library Budget, vice Kilpatrick.

Dr. Leland E. Stillwell, manager of the Veterans Administration Hospital in Iowa City, as clinical associate professor in the Department of Obstetrics and Gynecology, College of Medicine, with tenure as long as he is connected with the Veterans Administration Hospital in Iowa City, effective as of March 1, 1953. His salary is paid by the Veterans Administration.

Chalmers Elliott, backfield coach in football and assistant basketball coach, Department of Athletics, for one year from March 1, 1953, to February 28, 1954, at a salary of \$8,000 a year, twelve months' basis. This is a re-appointment with no change in salary.

SALARY ADJUSTMENTS AND PROMOTIONS. Upon the recommendation of Provost Davis and with the approval of the Faculty Committee, the following salary adjustments and promotions were approved:

Wendle L. Kerr, instructor in the Department of Pharmacy, College of Pharmacy, salary increased from \$6,000 to \$6,250 a year, twelve months' basis, effective as of February 1, 1953, with the increase of \$250 payable from Account 1680, line 4. Mr. Kerr is assuming additional responsibility for lectures in Pharmacy Administration.

Charles C. Ingersoll, assistant to the Superintendent, University Hospitals, salary increased from \$5,500 a year to \$6,500 a year, twelve months' basis, plus insurance programs, effective as of February 1, 1953, and payable from unused salaries in Account 3053.

Allen D. Vestal, assistant professor in the College of Law, salary increased from \$5,500 to \$5,750 a year, nine months' basis, effective as of February 23, 1953, the increase of \$250 to be paid from line 17, Account 1680. This increase is to compensate Professor Vestal for assuming, in addition to his full schedule in the College of Law, classes in Pharmaceutical Jurisprudence.

Robert G. Turnbull, from instructor to assistant professor ( $2\frac{1}{2}$  years) and chairman of the Department of Philosophy ( $2\frac{1}{2}$  years), effective with the beginning of the second semester of the academic year 1952-1953, and salary increased as of that date from \$3,800 to \$5,000, nine months' basis, plus insurance programs. The increase is payable from line 1, Philosophy Department budget, an allocation for Professor E. W. Hall.



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The following persons in the College of Law, from assistant professor to associate professor (indefinite), effective April 1, 1953:

S. M. Fahr  
John O'Byrne  
Allan Vestal  
C. W. Davidson

SALARY INCREASES - COLLEGE OF LAW. Provost Davis submitted the recommendation of President Hancher that salaries in the College of Law be increased, effective

April 1, 1953, as follows:

		From	To
Mason Ladd, Dean	(12 months)	\$11,500	\$12,500
O. K. Patton, Professor	(9 months)	9,000	10,000
C. M. Updegraff, Professor	(9 months)	9,000	10,000
Paul Sayre, Professor	(9 months)	8,200	9,000
L.K. Tunks, Professor	(9 months)	8,000	9,000
Frank Kennedy, Professor	(9 months)	8,000	9,000
S. M. Fahr, Associate Professor	(9 months)	5,800	7,000
John O'Byrne, Associate Professor	(9 months)	5,500	7,000
Allan Vestal, Associate Professor	(9 months)	5,750	7,750
C. W. Davidson, Associate Professor	(9 months)	5,500	7,500

and that \$2,806 be transferred from Account 1925 for supplemental instruction to the Salary Account of the College of Law to cover these increases for the balance of the year.

Mr. Plock moved that the salaries in the College of Law be increased as recommended, effective April 1, 1953. The motion was seconded by Mr. Munger and passed.

FEE - COLLEGE OF ENGINEERING. Upon the recommendation of Provost Davis and with the approval of the Faculty Committee, a fee of \$5.00 is to be charged for each registration for the Water Works Short Course of the College of Engineering to be held April 7, 8, and 9, 1953.

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CHANGE IN RULES OF TENURE. Provost Davis submitted the recommendation of President Hancher that the Rules of Academic Tenure adopted by the State Board of Education on February 12, 1946, be amended by striking out the paragraphs referring to Assistant Professor and Instructor and substituting the following:

Page 18.1 (3) Assistant Professor.

Appointment to the rank of Assistant Professor shall be in writing and shall be for a period not to exceed three years. A reappointment to this rank shall ordinarily be for three years but upon recommendation by the departmental executive officer and the dean of the College and upon approval of the president may be for one or two years. As assistant professor, after seven years of full-time service, and upon appointment to his eighth year of service shall be placed on a continuing basis as in the case of professors and associate professors. Service as a full-time instructor, except while a candidate for a degree in the Graduate College of the State University of Iowa, shall be counted in reckoning the seven years of service. If agreed in writing, previous service in the rank of Assistant Professor at another institution may be counted in the seven years of service.

If the Assistant Professor is not to be reappointed, he shall be notified in writing by the dean of the college, by and with the advice of the director or the departmental executive officer, at least one academic year preceding the close of the period for which he is appointed and this notice shall suffice to terminate his contract.

Promotion prior to the expiration of any period for which he is appointed is possible.

Appointment or reappointment as an assistant professor does not imply any obligation to promote to a higher rank.

Page 18.2, (5) Instructor.

Appointment to the rank of full-time Instructor shall be in writing and shall be for a period not to exceed two years. Reappointments, if any, shall be for periods not to exceed two years and for a total of not more than seven years when the Instructor shall (1) be promoted to a higher rank, (2) not be reappointed, or (3) in exceptional cases and by mutual agreement be reappointed without promotion but on a continuing basis with tenure.

Promotion prior to the expiration of any period for which he is appointed is possible.

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If an instructor is not to be reappointed he shall be notified in writing by the dean of the college, by and with the advice of the executive officer of the department, at least one academic year preceding the close of the period for which he is appointed and this notice shall suffice to terminate his contract. But such notice is not required in the case of initial appointments.

Appointment or reappointment as an Instructor does not imply any obligation to promote to a higher rank. Service as an instructor while a candidate for a degree in the Graduate College of the State University of Iowa shall not be counted in the seven years mentioned in the first paragraph of this section.

Mr. Plock moved that the foregoing amendment to the Rules of Academic Tenure be adopted and that matters at the three state institutions of higher learning regarding definitions relating to tenure be referred to the Committee on Educational Coordination for study and recommendations. The motion was seconded by Mrs. Archie and passed.

STORAGE COAL. Business Manager Ambrose reported that bids for storage coal for the State University would be received and opened on March 24, 1953. Upon the recommendation of the Building and Business Committee, the entire matter including the awarding of a contract was referred to the Finance Committee with power to act.

UNIVERSITY HOSPITALS - DEVELOPMENT OF FLEXIBILITY TO MEET EPIDEMICS. Provost Davis submitted the following recommendations to increase the facilities of the University Hospital to meet future epidemics:

It is proposed that the physical facilities available for the care of acute, contagious cases, and for their subsequent rehabilitation when necessary, be expanded in view of experiences gained during the 1952-53 poliomyelitis epidemic.

Basically we need more space and more personnel for the handling of a polio or other epidemic load equal to or greater in size than the 1952 load. With adequate space we may be able to attract more personnel, but it is understandable why nurses, orderlies and others would shy away from the working conditions created by severe overcrowding.

March 19-20, 1953 - State University

The problem of space turns in part on how to achieve greater and more expandable space during periods of emergency which will not lie idle during periods when there are few patients with contagious diseases.

To develop an area of the utmost flexibility, and one that will assure year around usage, yet be expandable to meet peak epidemic patient admissions, it is suggested that we

- A. Transfer the Isolation Division, now in the General Hospital, to Children's Hospital in the area now occupied by Pediatrics; remodel 20,000 square feet in Children's Hospital and add 3,000 square feet of new construction. (Hereafter this is referred to as "New Isolation".)
- B. Integrate the Pediatric Department, including in-patient, out-patient and laboratory functions, into General Hospital; remodel in a limited manner 12,000 square feet in General Hospital and add 12,000 square feet of new construction contiguous to the new location of Pediatrics. (Hereafter this is referred to as "New Pediatrics".)

The preliminary estimates of the cost of this plan would be as follows:

A. Development of New Isolation Facilities			
1. Remodeling of Children's Hospital	\$ 116,368		
2. Finish West wing of Children's Hospital	<u>43,500</u>	\$ 159,868	
B. Development of New Pediatric Facilities			
1. Remodeling of General Hospital	\$ 18,000		
2. Addition to General Hospital	<u>118,000</u>	<u>136,000</u>	
			<u>\$ 295,868</u>

Details of the proposal were submitted in a letter addressed to the members of the State Board of Education by President Hancher in a letter dated March 5, 1953.

Mr. Munger moved that a request be filed in writing with the Appropriation Committees for the introduction of a bill to appropriate \$295,868 for the development of New Isolation Facilities and New Pediatric Facilities in the University Hospitals, effective upon publication. The motion was seconded by Mr. Plock and passed.

March 19-20, 1953 - State University

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March 19-20, 1953 - State University

COMMUNICATIONS BUILDING SERVICES - CHANGE ORDER. Upon the recommendation of the Building and Business Committee, Change Order #1 to the contract with Boyd and Rummelhart, contractor for the Communications Building Services, was authorized. The change order covers the omission of pipe guides, valves, and change in pipe covering at a deduction of \$575.00 from the contract price.

COMMUNICATIONS BUILDING - CHANGE ORDER. Upon the recommendation of the Building and Business Committee Change Order #3 to the contract with Carstens Brothers for the installation of plumbing and heating in the Communications Building was authorized. The change order covers additional floor drains and sleeves in roof slab for future floors, at an addition of \$243.88 to the contract price.

COMMUNICATIONS BUILDING - ACCEPTANCE. The Building and Business Committee reported that on February 4, 1953, George L. Horner for the State University, John Brooks, of Brooks-Borg, Architects, and representatives of the contractors inspected the Communications Building and found that the contractors had completed the work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee, the work indicated in connection with the construction of the Communications Building was accepted as of this date, March 19, 1953, from the following contractors and payment of final estimates in accordance with Chapter 573, 1950 Code of Iowa, was authorized:

Morehead Construction Company	General construction
Carstens Brothers	Plumbing and heating
Robbins Electric Company	Electrical
Minneapolis-Honeywell Regulator Company	Temperature control

March 19-20, 1953 - State University

PATENT ON PLANIMETER - MEMORANDUM OF AGREEMENT. Provost Davis submitted the following Memorandum of Agreement:

This agreement, made at Iowa City, Iowa this 13 day of February, 1953, by and between Walter F. Wood of the City of Iowa City, County of Johnson, State of Iowa, party of the first part, and The Patent Business Management Committee of the State University of Iowa, for the use and benefit of the State University of Iowa, of the same place, party of the second part, WITNESSETH:

Whereas the party of the first part has invented a device known as a "Dot Planimeter" for measuring areas, particularly an area having an irregular boundary, for which he desires that letters patent be obtained, and the party of the second part is willing to advance the necessary funds for obtaining letters patent on the invention:

Now, therefore, it is mutually agreed:

1. The party of the second part will advance all of the usually necessary funds for obtaining said letters patent by the usual procedure not affected by litigation, and

2. The party of the first part agrees to use his best efforts to perfect said invention with all possible dispatch, to assign the said patent to the party of the second part and to cooperate in obtaining said letters patent and further agrees that when said letters patent have been granted and the net returns from the ownership of the same shall have reimbursed the party of the second part fully for all of the expenses incurred as hereinabove stated, the further net proceeds of the same, if any, shall be divided equally between the said parties of the first part and of the second part.

IN WITNESS WHEREOF, the parties have duly executed this agreement in quadruplicate at Iowa City, in the State of Iowa, this 13 day of February, 1953.

(Signed) Walter F. Wood  
Party of the first part

(Signed) Patent Business Management Committee  
By C. M. Updegraff, chairman  
Party of the second part

Upon the recommendation of the Building and Business Committee the foregoing Memorandum of Agreement was approved.

March 19-20, 1953 - State University

ADDITION TO FIELD HOUSE. Business Manager Ambrose recommended that the State Board of Education approve the construction of an Addition to the Field House to house the Athletic Business Office and all coaches and staff, releasing space for class rooms for other physical education and athletic purposes, at an estimated cost of \$225,000.00, to be paid from Athletic Funds, and authorize George L. Horner, Superintendent of the Division of Planning and Construction, Physical Plant Department, to prepare the preliminary plans and specifications. Action was deferred.

DISPOSAL OF HOUSE. Upon the recommendation of the Building and Business Committee the bid of \$25.00 submitted by Joe Conway for removing brick "Town House" at 11 East Market Street, Iowa City, Iowa, was accepted.

SERVICES FOR HOSPITAL-SCHOOL FOR SEVERELY HANDICAPPED CHILDREN - ACCEPTANCE. The Building and Business Committee reported that on March 10, 1953, Harry Hatcher for the State University and Jerry Shea for the contractor inspected the electrical work of the Services for the Hospital-School for Severely Handicapped Children and found that the Cedar Rapids Electric Supply Company had completed the work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee, the electrical work of the Services for the Hospital-School for Severely Handicapped Children was accepted from the Cedar Rapids Electric Supply Company as of this date, March 19, 1953, and payment of the final estimate in accordance with Chapter 573, 1950 Code of Iowa, was authorized.



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LIBRARY BUILDING - SETTLEMENT WITH ARCHITECT. Business Manager Ambrose reported that final payment for architectural services by Keffer and Jones for the Library Building had been submitted to Karl Keffer.

PURCHASE OF PROPERTY - CONDEMNATION PROCEEDINGS - MILLER ESTATE. The Building and Business Committee reported that condemnation proceedings to obtain title to a  $16\frac{1}{4}$  acre tract belonging to the Miller Estate were proceeding. (See Board Minutes of October 24, 1952.)

March 19-20, 1953

IOWA STATE COLLEGE

The following business relating to the Iowa State College was transacted on March 19, 1953:

RESIGNATIONS. Upon the recommendation of President Friley and with the approval of the Faculty Committee the following resignations were accepted:

Dale E. Thorngren, county extension director of Shelby County, Agricultural Extension Service, effective March 31, 1953, in order to accept other employment.

Henry L. Mason, professor in the Department of Mechanical Engineering, Division of Engineering, effective as of March 14, 1953, to continue employment with the Bureau of Standards, Washington, D.C.

LEAVES OF ABSENCE. Upon the recommendation of President Friley and with the approval of the Faculty Committee the following leaves of absence were granted:

Karlyne A. Anspach, assistant professor of Textiles and Clothing, Division of Home Economics, for the period from September 16, 1953, through June 15, 1954, without salary, to study in Paris, France, at the Ecoles de la Chambre Syndicate de la couture Parisienne.

Barbara E. Forker, associate professor of Physical Education for Women, for the period from September 16, 1953, through June 15, 1954, without salary, to pursue graduate work toward a doctorate at the University of Michigan.

SALARY INCREASE AND PROMOTION. Upon the recommendation of President Friley and with the approval of the Faculty Committee, Paul E. Duea was promoted from county youth assistant, Story County, to county extension director, Shelby County, Agricultural Extension Service, and salary increased from \$4,200 (\$3,000 Extension; \$1,200 County) to \$5,000 (\$2,700 Extension; \$2,300 County), twelve months' basis (Civil Service), effective April 1, 1953.

APPOINTMENTS. Upon the recommendation of President Friley and with the approval of the Faculty Committee, the following appointments were made:

March 19-20, 1953 - Iowa State College

Kenneth J. Frey, associate professor of Agronomy (Farm Crops), Agricultural Experiment Station, at a salary of \$7,500 a year, twelve months' basis, plus annuity, effective May 16, 1953, salary to be paid from College funds. He will replace H. C. Murphy, who has been promoted by the United States Department of Agriculture and cannot devote time to College work.

William R. Underhill, associate professor of English and Speech, Division of Science, at a salary of \$4,700 a year, nine months' basis, plus annuity, effective as of March 16, 1953. Mr. Underhill is returning from military service.

Mary Mae Bodwell, district home economics supervisor (assistant professor) Agricultural Extension Service, at a salary of \$6,000 a year, twelve months' basis, (Civil Service), effective as of March 16, 1953. Will replace Lucile Holiday, who resigned in August, 1952.

James E. Lovell, instructor in Veterinary Anatomy, Division of Veterinary Medicine, at a salary of \$5,000 a year, twelve months' basis, effective as of March 16, 1953. (New position already in budget.)

DEATHS. President Friley reported the following deaths:

E. I. Fulmer, professor of Chemistry and assistant to the director, Institute for Atomic Research, February 10, 1953.

J.P. Anderson, assistant curator, Herbarium, February 15, 1953.

Matthew Parasol, graduate assistant, Institute for Atomic Research, February 16, 1953.

George West, laboratory technician, Engineering Experiment Station, February 17, 1953.

Martin Mortensen, professor of Dairy Industry, March 13, 1953.

REORGANIZATION OF THE DIVISION OF VETERINARY MEDICINE - APPOINTMENTS. The following recommendations were submitted:

1. That the present Department of Veterinary Medicine and the Department of Veterinary Surgery be combined into one department, to be known as the Department of Veterinary Medicine and Surgery.

2. That Dr. G. R. Fowler, present head of the Department of Veterinary Surgery, be appointed head of the newly combined department. Dr. Fowler would be responsible for the teaching and clinical work in the Veterinary Clinic in the fields of both large and small animal medicine and surgery.

3. That the title of Dr. M. J. Johnson be changed from Director of Veterinary Clinic to Supervisor of Veterinary Clinic. Dr. Johnson would be responsible for the physical facilities and business operations of the Veterinary Clinic and would be in charge of the ambulatory clinical services.

March 19-20, 1953 - Iowa State College

4. That the name of the present Department of Veterinary Obstetrics be changed to the Department of Veterinary Obstetrics and Radiology.

The foregoing recommendations for the reorganization of the Division of Veterinary Medicine were approved by the Faculty Committee and adopted by the Board.

March 20, 1953

The following business relating to the Iowa State College was transacted on March 20, 1953:

TRANSFER OF PROPERTY - FORESTRY RESEARCH, SOIL CONSERVATION NURSERY - UNITED STATES DEPARTMENT OF AGRICULTURE. Business Manager Platt reported that in 1935 the Soil Conservation Nursery was established for the purpose of carrying on cooperative research on soil and water conservation (Forestry Research) with the United States Department of Agriculture; that the State Board of Education on February 12, 1935 (page 326, Volume 11, Board Minutes), adopted a resolution authorizing the transfer of two acres of land in the southeast quarter of the southeast quarter of Section 8, Township 83, Range 24, to the United States Government in order that facilities for research in soil and water conservation might be constructed thereon; that at a meeting on March 26, 1935, a report was made that on February 27, 1935, the Executive Council of Iowa had authorized execution of a deed to the United States Government; that technical difficulties occurred and the deed never was accepted by the Government, was never recorded in Story County or in the State Land Office, and cannot now be found.

Business Manager Platt stated that the activities of the Soil Conservation Service have been transferred to the Ankeny Field Station; that the Service has vacated the two-acre tract referred to in the preceding paragraph; and that on January 9, 1953, the Soil Conservation Service transferred to the Iowa

March 19-20, 1953 - Iowa State College

State College all property, including buildings, located on the site as follows:

<u>Property No.</u>	<u>Item</u>	<u>Value</u>
515645	BUILDING, frame, temporary, 7' x 8' with cement floor and galvanized sheet metal covering	\$ 161.65
515646	BUILDING, equipment and storage shed, frame, 62½' x 21', with mouseproof seed room	894.98
515647	BUILDING, root cellar, permanent, 36' x 20', concrete floor and drain, with ventilator	1,643.10
515648	BUILDING, garage and shop, 5 car capacity, 84' x 24', w/seed laboratory, w/built-in (bricked in) forge	1,326.25
515649	BUILDING, packing and storage shed, w/office wing, 52' x 52' plus 22'3" x 20'4" concrete block cement	8,700.00
515650	BUILDING, foreman's residence, 10' x 32' x 35', w/sewage disposal system, one story bungalow, frame building, cement block foundation	6,021.56
515767	PUMP, Gasoline, 10 gallon, Wayne, Model 615, w/9' hose, Serial No. 294997, visible	50.00
316579	HEATER, water, electric, General Electric "Hotpoint", 30 gallon capacity, Serial #213879, Cat. #140W113, 230 V for AC circuit, 150# working pressure	50.00
515772	METER, water, Hershey, 3" Serial No. 36567	91.80
515928	TANK, gasoline, 560 gallon, 14 gauge steel, complete with fittings	36.05
513815	EXTINGUISHER, fire, 1 gallon, C.T.C., Pressure Type, Serial #138660	31.20
515735	EXTINGUISHER, fire, 1 gallon, C.T.B., Pressure Type, Serial #149606	31.20

It was moved that the resolution adopted by the State Board of Education on February 12, 1935, (page 326, Volume 11, Board Minutes) relative to deeding a two-acre tract to the United States Government, be rescinded, and that the property transferred on January 9, 1953 from the Soil Conservation Service, United States Department of Agriculture, to the Iowa State College, be accepted.

March 19-20, 1953 - Iowa State College

The motion was seconded and on roll call the vote was as follows:

Aye: Mr. Hagemann, Mr. Munger, Mr. Plock, Mr. Rider, Mr. Rupe,  
and Mr. Stevens.

Nay: None.

Absent: Mrs. Archie, Mrs. Kyseth, and Mr. Hamilton.

The chairman declared the motion passed.

THE KNOLL - RECONDITIONING. The Building and Business Committee recommended that Brooks-Borg, Architects, Des Moines, Iowa, be employed at a fee of 7½% to prepare plans and specifications for Reconditioning the Heating System of The Knoll, and that the secretary of the State Board of Education be authorized to publish the necessary notice of public hearing and to advertise for bids.

On motion, the recommendation was approved and the entire project was referred to the Building and Business Committee with power to act.

FIRE LOSS - TILE HOG HOUSE, SWINE NUTRITION FARM. Business Manager Platt reported a fire the morning of March 8, 1953, in the tile hog house located on the Swine Nutrition Farm, and stated that the damage is estimated at \$1,000.00.

Upon the recommendation of the Building and Business Committee, Secretary Dancer was authorized to request the Budget and Financial Control Committee to allocate sufficient funds from the General Contingent Fund to cover the cost of repairs and the loss of supplies.

SEWAGE DISPOSAL PLANT - CITY OF AMES - IOWA STATE COLLEGE. Business Manager Platt reported that on March 5, 1953, Senator Lucas, Representative Ringgenberg, City Manager of Ames, and the Finance Committee conferred regarding the procedure suggested for effecting final settlement and payment to the City of Ames for the construction, operation and maintenance of a joint sewage disposal

March 19-20, 1953 - Iowa State College

plant, and that as a result of that conference a Joint Resolution would be introduced authorizing the State Board of Education to continue to cooperate with the City of Ames in connection with the Joint Sewage Disposal Plant, as authorized by Chapter 354, Acts of the 52nd General Assembly, and providing for an appropriation of \$190,000.00 for disposal by said Board in discharging its agreements to bear the proportionate share of the Iowa State College toward the cost of constructing, operating and maintaining said sewage system and disposal plant.

Upon the recommendation of the Building and Business Committee, the action taken February 12, 1953, by the State Board of Education regarding final settlement with the City of Ames for the construction, operation and maintenance of a joint sewage disposal plant was rescinded.

LICENSE AGREEMENT - CHICAGO AND NORTH WESTERN RAILWAY. Upon the recommendation of the Building and Business Committee, it was moved that the Secretary of the State Board of Education be authorized to execute a License Agreement with the Chicago and North Western Railway covering the renewal of a gas main under the tracks at Stange Road. The motion was seconded and on roll call the vote was as follows:

Aye: Mrs. Archie, Mr. Hagemann, Mr. Munger, Mr. Plock, Mr. Rider, Mr. Rupe, and Mr. Stevens.

Nay: None.

Absent: Mrs. Kyseth and Mr. Hamilton.

The chairman declared the motion passed.

March 19-20, 1953 - Iowa State College

RURAL ELECTRICAL DISTRIBUTION SYSTEM - BIDS. The Building and Business Committee reported that the following quotations had been received for the construction, in accordance with the revised plan, of the replacement of the farm electric lines (rural electrical distribution system), as follows:

<u>Bidder</u>	<u>Bid</u>
Commonwealth Construction Company Lincoln, Nebraska	Cost plus 15%, Maximum \$12,100
Evans Construction Company, Early, Iowa	Cost plus 15%, Maximum \$12,500
Lips Construction Company Grant, Nebraska	\$14,459.15
Harrison Construction Company Hampton, Iowa	\$11,329.51
Alternate	\$11,229.51

(Additional materials, such as poles, transformers, etc., will be furnished by the College at an estimated cost of \$3,500.00.)

Upon the recommendation of the Building and Business Committee, the contract for the construction of the Rural Electrical Distribution System was awarded to the low bidder, the Harrison Construction Company, Hampton, Iowa, on the basis of that firm's bid of \$11,229.51, including Addendum No. 1 to the General Specifications, and the Secretary of the State Board of Education was authorized to sign the contract when a satisfactory surety bond has been filed. Payment will be made from funds for Repairs, Replacements and Alterations.

GENETICS BUILDING ADDITION - PLUMBING AND HEATING CONTRACT - PUFFETT PLUMBING COMPANY. Business Manager Platt reported that George Puffett, owner of the Puffett Plumbing Company, contractor for the installation of plumbing and heating in the Second Addition to the Genetics Building, had died; that Mrs. Dora Puffett is administratrix for the estate; and that Mrs. Puffett has been



March 19-20, 1953 - Iowa State College

authorized by the Court to continue to completion all contracts in existence at the time of Mr. Puffett's death.

Upon the recommendation of the Building and Business Committee, the arrangements made for Mrs. Dora Puffett, Administratrix of the Estate of George Puffett, to continue to completion the contract for the installation of plumbing and heating in the Second Addition to the Genetics Building were accepted providing the bonding company agrees and will continue its bond for the performance of the contract.

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IOWA STATE TEACHERS COLLEGE

The following business relating to the Iowa State Teachers College was transacted on March 19, 1953:

ELEMENTARY EDUCATION DAY. President Maucker reported that Governor Beardsley will name April 29, 1953, as Elementary Education Day and he discussed the plans being made for that day.

STORAGE COAL - BIDS RECEIVED. The Building and Business Committee reported that at 2 p.m., March 11, 1953, the bids for 1,500 tons of storage coal for the Iowa State Teachers College, as shown on the following pages, were received and opened in the Office of the State Board of Education, Des Moines, Iowa.

STORAGE COAL - CONTRACT. Upon the recommendation of the Building and Business Committee, all bids for coal which contained too high a sulphur content were rejected and the awarding of a contract was referred to the Finance Committee with power to act.

POWER PLANT EXPANSION - DIVISION 6, SURFACE CONDENSER - ACCEPTANCE. The Building and Business Committee reported that the Surface Condenser, Division 6, Power Plant Expansion had been inspected and that the Brown Engineering Company had reported that the contractor had completed the work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee, the Surface Condenser, Division 6, Power Plant Expansion, was accepted from the contractor, the Condenser and Engineering Company, as of this date, March 19, 1953, and payment of the final estimate in accordance with the provisions of Chapter 573, 1950 Code of Iowa, was authorized.

IOWA STATE TEACHERS COLLEGE  
STORAGE COAL BIDS  
March 11, 1953

All analyses are on "as received" basis

<u>BIDDER-BID CHECK</u>	<u>TONNAGE</u>	<u>MINE PRICE</u>	<u>FRT. PRICE</u>	<u>TOTAL</u>	<u>KIND</u>	<u>B.T.U.</u>	<u>STATE</u>	<u>COUNTY</u>	<u>MINE</u>
University Avenue Coal Des Moines \$130.50	1,500	4.35	4.27	8.62	2 x 1 $\frac{1}{2}$ " washed	<u>12,288</u> B.T.U., 1¢ 28,510	Ill.	Williamson	Freeburn
# " " "	1,500	3.90	4.16	8.06	1 $\frac{1}{4}$ x 3/4 washed	<u>12,160</u> B.T.U., 1¢ 30,173	Ill.	Jackson	Burning Star
Consumers Consolidated #Des Moines \$109.50	1,500	3.65	5.05	8.70	3x1 $\frac{1}{4}$ " washed	<u>12,680</u> B.T.U., 1¢ 29,149	Ky.#11 Seam	Muhlenberg	Crescent
Fred Schleifer Co. #Chicago, Ill. * \$xx	1,500	4.25	4.65	8.90	1 $\frac{1}{2}$ x 3/4 washed	<u>12,481</u> B.T.U., 1¢ 28,047	Ky.#9 Seam	Madison	Santa Claus
Old Ben Coal Corp. Chicago, Ill. * \$xx	1,500	3.75	not given		utility scgs. washed	<u>11,929</u> B.T.U., 1¢ ----	Ill. #6 Seam	Franklin	Valier #22
Sahara Coal Co. Chicago, Ill. \$132.00	1,500	4.40	4.27	8.67	1 $\frac{1}{4}$ x1" washed	<u>12,375</u> B.T.U., 1¢ 28,546	Ill.	Saline	Sahara #6
Walter Bledsoe Co. Rock Island, Ill. \$142.50	1,500	4.75	3.94	8.69	1 $\frac{1}{4}$ x 3/4" washed	<u>12,052</u> B.T.U., 1¢ 27,737	Ind.	Vigo	Saxton

#Sulphur analysis does not meet specifications.

\*No bid check

Iowa State Teachers College - March 11, 1953 - Storage Coal Bids, - continued

<u>BIDDER-BID CHECK</u>	<u>TONNAGE</u>	<u>MINE PRICE</u>	<u>FRT. PRICE</u>	<u>TOTAL</u>	<u>KIND</u>	<u>B.T.U.</u>	<u>STATE</u>	<u>COUNTY</u>	<u>MINE</u>
Lafayette Coal Co. Chicago, Ill. * \$xx	1,500	4.10	4.16	8.26	1½x3/8" washed	<u>12,308</u> B.T.U., 1¢ 29,801	Ill.		Joliana Elkville Ill.
Thomas Mulgrew Co. Dubuque, Iowa \$3	1,500	3.57	4.65	8.22	1¼x3/4" washed	<u>12,704</u> B.T.U., 1¢ 30,909	Ky.	Muhlenberg	Thermal
Arch McFarlane Fuel Co. #Waterloo, Iowa \$123.00	1,500	4.10	4.05	8.15	1½x3/4" washed	<u>12,142</u> B.T.U., 1¢ 29,796	Ind.	Latta	Regent
Banner Coal Company Des Moines, Iowa \$112.50	1,500	3.75	4.16	7.91	1½x1" washed	<u>12,126</u> B.T.U., 1¢ 30,659	Ill.	Perry	Peabody #14

#Sulphur analysis does not meet specifications

\*No bid check.

278-B

March 19-20, 1953 - Iowa State Teachers College

CAMPUS LABORATORY SCHOOL - ELECTRICAL CONTRACT - CHANGE ORDERS. Upon the recommendation of the Building and Business Committee the following change orders to the contract with the Cedar Rapids Electric Supply Company for the electrical work in the Campus Laboratory School were approved:

1. Change Order #1, change in exterior lighting fixtures, with a deduction of \$619.42 from the contract price.
2. Change Order #2, for the addition of 6 miscellaneous items, with an addition of \$628.12 to the contract price.

ELECTRIC DISTRIBUTION SYSTEM - SURVEY. The Building and Business Committee reported that the Brown Engineering Company had submitted a report of the survey made by that firm of the Electric Distribution System of the Iowa State Teachers College; and that, in general, the findings of the survey are:

"That several of the buildings are being served by long secondary feeders which are overloaded and/or are too long to provide adequate service to the buildings. It has therefore been recommended that the primary system be extended and three substations be installed - one each in the Auditorium and Administration Building and one between the Campus School and Library. The estimated cost of these improvements is \$31,394.00."

On motion, the report was accepted.

ELECTRIC DISTRIBUTION SYSTEM - PRIMARY CABLE. The Building and Business Committee reported that Business Manager Jennings had submitted the following recommendation:

That, as soon as possible, install the extra primary cable loop starting from the Vocational Transformer Room through various transformers back of the Library to the Administration Building and Auditorium, thus completing the loop in the Transformer Room at the Janitorial Supply Building, the work to be divided as follows:

- a. The College to purchase and install all primary cable up to the transformers located in the various buildings, at a cost estimated at approximately \$6,600.00.
- b. That the second part of the work, as given on page 10 of the survey report, which includes substations, transformers and enlargement of the present substations and connections, be contracted. The estimated cost of this second part of the work is \$20,529.00.

March 19-20, 1953 - Iowa State Teachers College

Business Manager Jennings stated that approximately \$4,000.00 would be saved if the work were divided as recommended.

Upon the recommendation of the Building and Business Committee, the Iowa State Teachers College was authorized to proceed with the purchase and installation of primary cable as recommended at an estimated cost of \$6,600.00, payment to be made from funds appropriated for Repairs, Replacements and Alterations, 55th General Assembly.

FUNDS FOR CAPITAL IMPROVEMENTS - CAMPUS LABORATORY SCHOOL - POWER PLANT EXPANSION.

President Maucker recommended that the Budget and Financial Control Committee be requested to allocate \$96,924.31 from the General Contingent Fund to complete payments on the current capital improvement program, specifically the Campus Laboratory School and the Power Plant Expansion. On motion, the recommendation was approved.

1953 SUMMER SESSION BUDGET. President Maucker submitted the budget for the 1953 summer session, and stated that it had been reviewed by the Finance Committee. Upon the recommendation of the Faculty Committee, the 1953 Summer Session Budget was adopted.

AUDITORIUM STAGE LIGHTING EQUIPMENT - ENGINEERING SERVICES - CONTRACT. President Maucker submitted a proposed contract with Todd, Hedeem & Associates, Engineers, Waterloo, Iowa, for services in connection with the Stage Lighting Equipment to be installed in the Auditorium on a fee basis of 10% for the first \$15,000.00 of total construction cost; 6% for the next \$285,000.00 of total construction cost, etc.; and he stated that the contract contained a provision that if bids are rejected the fee shall be computed on a total cost of \$15,000.00. (See Board minutes of September 10-11-12, 1952.)

March 19-20, 1953 - Iowa State Teachers College

Upon the recommendation of the Building and Business Committee, the Secretary of the State Board of Education was authorized to sign the contract for engineering services with Todd, Hedeem & Associates.

CITY OF CEDAR FALLS - ELECTRICAL INTERCONNECTION LINE. The Building and Business Committee submitted the following report and recommendation of the Brown Engineering Company regarding proposed construction to increase the capacity of the electrical tie line between the power stations of the Iowa State Teachers College and the City of Cedar Falls:

The present tie line between the two power stations also serves as a distribution feeder for the City of Cedar Falls and has such a capacity that the City of Cedar Falls can serve their distribution load along the way and provide 400 Kw of reserve capacity to the college. The peak electric load of the college is between 1000 and 1100 Kw so that 400 Kw of reserve capacity from the City of Cedar Falls is not of sufficient capacity to carry the load in case of an interruption of generation at the college power station.

The City of Cedar Falls has proposed that a second electrical circuit be added in parallel with the present circuit between the two power stations and that the college and city share equally the cost of adding the second circuit. This would increase the capacity of the tie to a value sufficient to allow the city to serve their distribution load along the way and provide 1500 Kw of reserve capacity to the college. 1500 Kw reserve capacity is 40% greater than the present peak load of the college's distribution system; therefore, will serve as an adequate source of reserve capacity for several years. In like manner the college would provide a source of reserve capacity to the City of Cedar Falls for emergency conditions.

Power stations are designed to provide sufficient reserve capacity so that the peak load can be carried when the largest generating unit is out of service. The college's power station has this amount of reserve capacity since the largest unit (1500 Kw) can be out of service and the load carried by the other two generating units (1000 Kw and 625 Kw). However, the reserve capacity from the two smaller generating units is not immediately available since it would take from 30 to 45 minutes to start the units and put them in service. With the increased capacity of the city tie, 1500 Kw of the power would be available immediately to tide the college's power station through emergency conditions.

The City of Cedar Falls estimates that the second tie circuit will cost \$9,640.65. This is an estimated cost and a record of the actual cost would be maintained and shared by the two parties. The entire cost of the first circuit was borne by the City of Cedar Falls; therefore, the college is getting a source of 1500 Kw of reserve capacity at an estimated cost of \$4,820.33. This

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same reserve capacity, if obtained by the addition of a turbo-generator, would require a capital investment of about \$285,000.00. The only cost to the college for this second circuit is the initial investment since the city will operate and maintain the circuit.

We recommend that Iowa State Teachers College accept the proposal of the City of Cedar Falls to share equally the cost of adding the second combination tie and distribution circuit between the two power stations. The benefits derived by both parties are great in comparison to the small expenditure.

Upon the recommendation of the Building and Business Committee, the Iowa State Teachers College was authorized to cooperate with the City of Cedar Falls for the construction of a second electrical interconnection, as outlined by the Brown Engineering Company, at an estimated cost of \$9,640.65 to be shared by the City of Cedar Falls and the Iowa State Teachers College, the College's share of approximately \$4,820.33 to be paid from funds appropriated by the 55th General Assembly for Repairs, Replacements and Alterations.



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IOWA BRAILLE AND SIGHT-SAVING SCHOOL

The following business relating to the Iowa Braille and Sight-Saving School was transacted on March 19, 1953:

SCHOOL DRIVEWAYS AND PARKING AREAS - PLANS. Upon the recommendation of the Building and Business Committee the project to renovate the driveways and construct parking areas, and the plans therefor, were approved and the entire project was referred to the Finance Committee with power to act.

ADJOURNMENT. The meeting adjourned at 4 p.m., March 20, 1953.

  
David A. Dancer, Secretary