November 4, 5 and 6, 1954 - General or miscellaneous

EXECUTIVE SESSION. The Board resolved itself into executive session. The Board arose from executive session and resumed regular business.

RESTRICTED AND SEMI-RESTRICTED FUNDS. President Hilton reported about the discussion he had with members of the Budget and Financial Control Committee relative to restricted and semi-restricted funds, and financial statements thereof.

November 5, 1954

The following business relative to general or miscellaneous matters was transacted on November 5, 1954:

BUILDING AND BUSINESS COMMITTEE - PROCEDURES - CAPITAL IMPROVEMENTS. The report and recommendations about the proposed plan for reorganizing procedures to be followed relative to capital improvements submitted by the Finance Committee was considered and carried over until the December meeting. (See Board minutes of June 8-9, 1954, and October 14-15, 1954.)

FACULTY COMMITTEE - AUTHORITY OF - PROCEDURES. At the meeting held on June 8-9, 1954, the entire matter regarding the authority to be granted to the Faculty Committee, as well as the procedures of the Faculty Committee as outlined in the Board minutes of September 13-14, 1951, was referred to the Chairman of the Faculty Committee and the Finance Committee to study and draft a resolution to be submitted to the State Board of Education for adoption.

Upon the recommendation of Mr. Hamilton, the Finance Committee is to request the Institute of Public Affairs of the State University to review actions delegating authority to the Faculty Committee and the procedures of that Committee and to report back to the Finance Committee and the chairman of the Faculty Committee.
DORMITORY FINANCING. Mr. Hagemann reported that on October 29, 1954, H. F. Dean, Financial Secretary of the Bankers Life Company, Des Moines, Iowa, had written to the State Board of Education as follows:

"Confirming our conversation of today, we are prepared to finance Westgate Hall at Iowa State College in the amount of approximately $400,000 and the addition to Hillcrest Dormitory at the State University of Iowa in the amount of approximately $875,000 with loans running over a thirty year period with the principal repayment beginning on the first of July, following the occupancy of the projects, at a rate of interest of 3 3/8%.

"These loans, of course, will be included with the other indebtedness issued by the Iowa State Board of Education under the Agreement dated September 1, 1949, as subsequently amended. The other terms of the borrowing will be similar to those set forth in the present Agreements."

Mr. Hagemann reported that the interest rate of the Housing and Home Finance Agency on college housing loans is 3 1/4%, with maturities running to 40 years; and he stated that as a matter of good business the federal financing program should be investigated so that the State Board of Education would have as much information as possible about several kinds of financing plans before making a final decision.

Upon the recommendation of Mr. Hagemann, Secretary Dancer was instructed to secure the latest information relative to the federal housing loans and report back to the Board at the next meeting.

STATE CONFERENCE ON EDUCATION. Secretary Dancer reported that a State Conference on Education would be held at the Savery Hotel, Des Moines, Iowa, on December 8 and 9, 1954.

FACULTY MEMBERS - EXPERT WITNESSES. Provost Davis reported that recommendations were being prepared which would outline a policy governing the amount of time a faculty member might be released from his regular duties in order to testify as an expert witness, and that they would be submitted at a later meeting. (See Board minutes of October 14-15, 1954.)
November 4-5-6, 1954 - General or Miscellaneous

RETIREMENT PLAN - SUBSTITUTE PLAN. At the meeting held on December 10-11, 1953 the State Board of Education adopted a recommendation regarding the substitution of Retirement Annuity Contracts with other companies in lieu of contracts with the Teachers Insurance and Annuity Association by employees of the Iowa State College (Paragraph VII in the Retirement Plan of the Iowa State College.)

Mr. Hagemann reported that some faculty members would like to purchase contracts other than that of the Teachers Insurance and Annuity Association and he recommended that new employees be permitted to purchase substitute contracts of their choice. (See also Board minutes of April 8-9, 1954.)

On motion, the recommendation was referred to the Finance Committee and Mr. Hagemann to confer with the business managers of the State University, the Iowa State College, and the Iowa State Teachers College, and prepare a resolution to be submitted to the Board at the December meeting.

PURCHASING AGENTS - CONFERENCES. At the meeting held on November 10, 1939, Mr. Plock moved that the purchasing agents at the state educational institutions hold a conference or a series of conferences with the thought in mind of determining to what extent their methods of purchasing are uniform or can be unified; and the motion was seconded by Mr. Louden and passed.

According to reports filed, the conferences were very beneficial, especially to the smaller institutions, but they were discontinued during the period of World War II because of the difficulty in making purchases.

It was the consensus that the Purchasing Agents Committee should be reactivated, with the name Purchasing Agents Committee on Coordination, and Business Manager Platt was instructed to take the necessary action to initiate the first meeting of the committee.
DEPOSITORY BANKS - DAILY BALANCES. Upon the recommendation of Mr. Hagemann, the Finance Committee was requested to prepare a statement of daily balances in depository banks of the institutions under the supervision of the State Board of Education and submit it to the Board at the next meeting.

LEGISLATIVE REQUESTS - MEETING WITH STATE COMPTROLLER. Mr. Dancer reported that on November 1, 1954, Glenn Sarsfield, State Comptroller, and the pre-auditors met in the Board's office with the members of the Finance Committee and reviewed the Biennial Budget Reports and the legislative requests for appropriations for the 1955-1957 biennium.

November 6, 1954

The following business relating to general or miscellaneous matters was transacted on November 6, 1954:

PROPOSED LEGISLATION. The report prepared by Mr. Walsh of legislative proposals other than state appropriations was reviewed and it was the consensus that legislation should be introduced for the following:

1. Pre-auditing. Elimination of institutional pre-auditing by the State Comptroller.

2. Budget and Financial Control Committee. Repeal legislation enacted by the 54th General Assembly and re-establish the old Committee on Retrenchment and Reform.

3. Limitation of Expenditures - Reversion - Working Fund. Make no effort to repeal laws providing for biennial reversion of funds. Rather, sponsor legislation providing for a working fund for each institution.

4. Capital Appropriations. Eliminate from the appropriation bill the administrative and executive powers of the Budget and Financial Control Committee having to do with policing of the appropriation for capital improvements.

5. Salaries of Finance Committee. Grant the State Board of Education authority to fix the salaries of members of the Finance Committee.
6. **Easements.** Grant the State Board of Education, with the approval of the Executive Council, permission to grant an easement through its properties.

7. **Sick Leave.** Amend code so as to permit 9-months employees of institutions under the State Board of Education to accumulate 90 days sick leave.

8. **Change the name of the State Board of Education.** Change name to State Board of Trustees.

**NEXT MEETINGS.** The next meetings of the State Board of Education were scheduled as follows:

December 8, 1954, conference with Budget and Financial Control Committee, Fort Des Moines Hotel, Des Moines, Iowa;

December 9-10, 1954, Board Office, Des Moines, Iowa;

January 13-14, 1955, Board Office, Des Moines, Iowa.
November 4, 5, and 6, 1954

IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on November 5, 1954:

RAZING CONDEMNED APARTMENT BUILDING AND ERECTING DWELLING OF 4 - TWO-BEDROOM APARTMENTS - PLANS AND SPECIFICATIONS - ESTIMATED COST. The 55th General Assembly appropriated $52,000 for razing the present condemned apartment building and erecting a dwelling of 4 two-bedroom apartments on the campus of the Iowa School for the Deaf; and at the meeting the State Board of Education held on January 14-15, 1954, it was moved, seconded and passed that William Beuttler, Sioux City, Iowa, be employed as architect for the project, subject to approval by the Budget and Financial Control Committee. (See Board minutes of 2/12/54 for action approving contract.)

Business Manager Geasland reported that on October 30, 1954, he received a letter from William Beuttler, Architect, a part of which is as follows:

"I do not know what the limitation is on the budget, but I am aware that the project is going to cost more money than what has been discussed; namely, as I have heard it mentioned by my son, it was to be around $55,000.00. In checking this project I am of the opinion that it will probably be nearer $65,000, due in a large part to the extra depth of the existing basement, the large amount of earth that will have to be moved in, and to the increased size of the building in view of the fact that on the original design the stairways were not properly designed. My own personal opinion is that the budget for this project should be set up at $70,000 to $75,000 and then I am quite certain that the project will come within this figure.

"I realize that this is probably a late date at which to mention this item, but I am of the opinion that the original estimate as submitted, if it was on the basis of $55,000, was too low."

Mr. Geasland stated that on October 30, 1954, he had answered the letter from Mr. Beuttler and told him he hesitated to present the proposed plans to the Building and Business Committee for approval because the estimated cost of from $70,000 to $75,000 for the project far exceeded the amount of the appropriation, and asked that he advise what could be eliminated or substituted in
the plans and specifications to reduce the cost of the building, including ar­chitect's fees, to not more than the $50,000 available; and that on November 1, 1954, William Beuttler replied as follows:

"I have reviewed the project from all angles and frankly, I am at a loss to know how we can make any great saving in cost of the structure. I am satis­fied that this building is going to cost somewhere near $1.00 per cubic ft., and you can readily see that as the appropriation is now set up it simply will not buy this structure."

Mr. Geasland said that in view of the fact that the plans and specifica­tions prepared by William Beuttler, Architect, would result in an expenditure far in excess of the funds available for the Dwelling of 4 Two-bedroom Apart­ments the entire project has been held in abeyance.

Upon the recommendation of the Building and Business Committee, the plans and specifications prepared by William Beuttler for the Erection of a Dwelling of 4 Two-bedroom Apartments were rejected and Secretary Dancer was authorized to instruct the architect to prepare plans and specifications for a structure that could be built for approximately $50,000, the amount available, with the understanding that no additional fee will be paid for architectural services for the necessary revisions in the plans and specifications to reduce the cost of the project.

VISITS TO SCHOOLS FOR THE DEAF. The reports of members of the Finance Com­mittee about visits to schools for the deaf in Minnesota and California will be mailed to the members of the State Board of Education.
November 4-5-6, 1954

STATE UNIVERSITY OF IOWA

The following business relating to the State University of Iowa was transacted on November 4, 1954:

LEAVE OF ABSENCE. Upon the recommendation of President Hancher and the Faculty Committee Dr. Robert E. Hodges, assistant professor in the Department of Internal Medicine, College of Medicine, was granted a military leave of absence effective as of October 16, 1954.

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

F. W. Ambrose, at his own request, from Business Manager and Secretary to Chief of Plant Utilization and Additions, and salary changed from $12,500 a year, twelve months' basis, to $9,000 a year, nine months' basis, with annuity and insurance benefits, effective December 1, 1954.

E. T. Jolliffe, from Assistant Business Manager at a salary of $10,500 a year, twelve months' basis, to Business Manager and Secretary at a salary of $11,500 a year, twelve months' basis, with annuity and insurance benefits, effective December 1, 1954.

Leonard R. Breka, from Manager of the University Business Office at a salary of $7,000 a year, twelve months' basis, to Assistant Business Manager at a salary of $8,500 a year, twelve months' basis, plus insurance programs.

Ray B. Nossman, from Manager of the Medical Services at a salary of $8,400 a year, twelve months' basis, to Assistant Secretary at an annual salary of $9,000 a year, twelve months' basis, plus insurance programs.

Dr. Maurice S. Schaeffer, assistant professor in the Child Welfare Research Station, at a salary of $6,000 a year, twelve months' basis, effective from October 1, 1954, through the period September 30, 1955, payable from Public Health Service Grant M-658 (C).

Dr. Harold E. Clough, instructor in the Department of Prosthetics of the College of Dentistry, for one year, effective November 1, 1954, at a salary of $6,000 a year, twelve months' basis, plus insurance programs, payable from Line 64, Account A442.

Dr. Philip F. Ellis, instructor in the Department of Ophthalmology of the College of Medicine, for one year at a salary of $5,000, twelve months' basis, plus insurance programs, effective as of October 4, 1954, payable from Line 5 of Account A520, vice Sounds.
Dr. William Olin, Department of Otolaryngology of the College of Medicine returned from two years military leave of absence and placed on the Medical Trust Fund Budget of the Department Account Q198, at a salary of $6,000 (p +5% twelve months' basis, effective as of October 15, 1954.

Research appointments in the Graduate College for the second semester of the academic year 1954-1955, as follows, with salaries to be paid from Account A414 instead of the departmental salary accounts, with the exception of that for Professor Nybakken whose salary will continue to be paid from the Classics Department budget:

Research professor K. W. Spence, Psychology, at a salary of $2,570
Research professor Wendell Johnson, Speech Pathology and Audiology, at a salary of $3,400
Research associate professor M. F. Heiser, English, at a salary of $2,900
Research associate professor O. E. Nybakken, Classics, at a salary of $2,950

SALARY ADJUSTMENTS. Upon the recommendation of President Hancher and the Faculty Committee the following salary adjustments were made:

Dr. G. Peter Arnott, research assistant professor in the Department of Ophthalmology of the College of Medicine, salary increased from $7,500 to $8,000 a year, twelve months' basis, effective as of October 1, 1954, the increase to be paid from Account Q606, Grant from the United States Public Health Service for Research.

Robert Seibel, Department of Speech Pathology and Audiology, College of Liberal Arts, salary increased from $4,800 to $5,000 effective as of October 1, 1954, the increase to be paid from United States Army Signal Contract DA36Sc63144.

LEGISLATIVE PROGRAMS - IOWA MENTAL HEALTH AUTHORITY - CHILDREN'S COMMITTEE OF THE IOWA MENTAL HEALTH FORUM - IOWA ASSOCIATION FOR RETARDED CHILDREN. President Hancher reported that the Iowa Mental Health Authority, the Children's Committee of the Iowa Mental Health Forum, and the Iowa Association for Retarded Children expected to present bills to the legislature for appropriations to support their proposed programs, some of which might be for capital improvements at the State University.

Mrs. Brooks moved that the secretaries of the groups be granted time at the December meeting to acquaint the members of the State Board of Education with the proposed programs and the extent to which the State University and the Board might become involved. The motion was seconded by Mr. Stevens and passed.
REPORT OF BUILDING AND BUSINESS COMMITTEE. The Building and Business Committee submitted the following report of a meeting held at the State University on November 3, 1954:

The following persons representing the Building and Business Committee of the State Board of Education met in Old Capitol, State University of Iowa, Iowa City, Iowa, at 2:00 p.m., Wednesday, November 3, 1954:

Mr. Stevens, of the Building and Business Committee; President Hancher, Assistant Business Manager Jolliffe, Superintendent Horner, Assistant Superintendent Parizek, and Mr. Rehder, Director of Dormitories and Dining Services all of the State University of Iowa; and Secretary Dancer.

The following business pertaining to the State University of Iowa was transacted:

Addition to Hillcrest Dormitory, Section B - Elevator Shaft at General Hospital - Passenger Elevator at General Hospital - Public Hearings. Mr. Horner reported that public hearings were held in his office at 1:00 p.m. as advertised, for the purpose of hearing objections to the plans, specifications, and contract forms for Addition to Hillcrest Dormitory, Section B, the Elevator Shaft at General Hospital, and the Passenger Elevator at General Hospital; that those present were Superintendent Horner and members of his staff; and that no objections were filed and no objectors appeared.

Addition to Hillcrest Dormitory, Section B - Bid Opening. The bids shown on the following page were opened and read, and then turned over to officials of the University for analysis and recommendation to the Board as to award of the contracts.

Addition to Hillcrest Dormitory, Section B - Return of Bid Checks. The immediate return of the following bid checks was authorized:

General Construction
Morehead Construction Company
Weitz Company, Inc.
Ringland-Johnson Construction Company

Plumbing and Heating Construction
Ryan Plumbing and Heating Company, Inc.

Electrical Construction
Fandel Electric Company
Hub Electric Company

The balance of the bid checks are to be returned after contracts are executed and performance bonds furnished.
## TABULATION OF BIDS

### SECTION B - HILLCREST DORMITORY

**November 3, 1954**

### General Construction

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Base Bid</th>
<th>Alternate #1</th>
<th>Alternate #2</th>
<th>Alternate #3</th>
<th>Alternate #4</th>
<th>Certified Check</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morehead Constr. Co. Cedar Rapids</td>
<td>$682,414</td>
<td>-8,200</td>
<td>-12,883</td>
<td>-740</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weitz Co., Inc. Des Moines</td>
<td>$612,950</td>
<td>-7,000</td>
<td>-11,900</td>
<td>-12,450</td>
<td>-900</td>
<td>$35,000</td>
</tr>
<tr>
<td>Viggo M. Jensen Co. Albert Lea, Minn.</td>
<td>$577,944</td>
<td>-7,000</td>
<td>-11,900</td>
<td>-12,450</td>
<td>-1,524</td>
<td>$37,000</td>
</tr>
<tr>
<td>Langer &amp; Associates Des Moines</td>
<td>$592,890</td>
<td>-8,550</td>
<td>-11,500</td>
<td>-11,500</td>
<td>1,650</td>
<td>$31,000</td>
</tr>
<tr>
<td>Ringland-Johnson Construction Co. Clinton</td>
<td>$634,640</td>
<td>-7,980</td>
<td>-11,488</td>
<td>-12,334</td>
<td>11,520</td>
<td>$32,500</td>
</tr>
<tr>
<td>Jens Olesen &amp; Sons Waterloo</td>
<td>$591,200</td>
<td>-7,453</td>
<td>-9,548</td>
<td>-9,445</td>
<td>11,750</td>
<td>$32,000</td>
</tr>
</tbody>
</table>

### Electrical Construction

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Base Bid</th>
<th>Certified Check</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robbins Elec. Co. Moline, Ill.</td>
<td>$34,820</td>
<td>1,750</td>
</tr>
<tr>
<td>Cedar Rapids Elec. Sup. Cedar Rapids</td>
<td>$32,764</td>
<td>1,650</td>
</tr>
<tr>
<td>Fandel Elec. Co. Cedar Rapids</td>
<td>$37,844</td>
<td>2,000</td>
</tr>
<tr>
<td>Hub Elec. Co. Waterloo</td>
<td>$49,148</td>
<td>2,500</td>
</tr>
<tr>
<td>Acme Elec. Co. Cedar Rapids</td>
<td>$35,981</td>
<td>1,850</td>
</tr>
</tbody>
</table>

### Plumbing, Heating & Ventilating Construction

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Base Bid</th>
<th>Certified Check</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carstens Bros. Ackley</td>
<td>$118,860</td>
<td>6,750</td>
</tr>
<tr>
<td>V. J. Hagan Co. Sioux City</td>
<td>$112,887</td>
<td>6,000</td>
</tr>
<tr>
<td>Ryan Plbg. &amp; Htg. Co., Davenport</td>
<td>$145,984</td>
<td>7,500</td>
</tr>
<tr>
<td>Darragh Plbg. &amp; Htg. Co., Cedar Rapids</td>
<td>$133,509</td>
<td>7,000</td>
</tr>
<tr>
<td>Hosler &amp; Pearson, Inc. Fort Wayne, Ind.</td>
<td>Received too late</td>
<td></td>
</tr>
</tbody>
</table>
Elevator Shaft, General Hospital - Bid Opening. The following bids were opened and read:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Bid Check</th>
<th>Base Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frantz Construction Company, Iowa City</td>
<td>$800.00</td>
<td>$15,899.00</td>
</tr>
<tr>
<td>R. H. Wildman Company, Iowa City</td>
<td>450.00</td>
<td>8,750.00</td>
</tr>
<tr>
<td>Burger Construction Company, Iowa City</td>
<td>675.00</td>
<td>13,287.00</td>
</tr>
<tr>
<td>Viggo M. Jensen Company, Albert Lea, Minn.</td>
<td>400.00</td>
<td>8,061.00</td>
</tr>
</tbody>
</table>

All the bids were referred to University officials for analysis and recommendation to the Board as to award of contract.

Elevator Shaft, General Hospital - Return of Bid Checks. The immediate return of the following bid checks was authorized:

Frantz Construction Company
Burger Construction Company

Passenger Elevator, General Hospital - Bid Opening. The following bids were opened and read:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Bid Check</th>
<th>Base Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Otis Elevator Company, Des Moines</td>
<td>$1,300.00</td>
<td>$25,973.00</td>
</tr>
<tr>
<td>Westinghouse Electric Corp., Omaha, Nebr.</td>
<td>1,350.00</td>
<td>26,310.00</td>
</tr>
<tr>
<td>Shepard Elevator Company, Cincinnati, Ohio</td>
<td>Received too late</td>
<td></td>
</tr>
</tbody>
</table>

The bids were referred to officials of the University for analysis and recommendation to the Board as to award of contract.

All bid checks were retained, to be returned to the bidders after the contract has been executed, and a satisfactory surety bond has been furnished.

Upon the recommendation of Mr. Hagemann the report submitted by the Building and Business Committee of the meeting held on November 3, 1954, was approved and the actions ratified.

ADDITION TO HILLCREST DORMITORY, SECTION B - AWARDING OF CONTRACTS. Upon the recommendation of the State University officials and the Building and Business Committee, the contracts for the construction of the Addition to Hillcrest Dormitory, Section B, were awarded to the low bidders, as follows, and the secretary of the State Board of Education was authorized to sign the contracts when satisfactory surety bonds have been filed:
November 4-5-6, 1954 - State University

General construction contract, to Viggo M. Jensen Company, Albert Lea, Minnesota, on the basis of that firm's base bid of $577,944 plus $1,524 for acceptance of Alternate 4A
$579,468.00

Electrical contract, to the Cedar Rapids Electric Supply Company, Cedar Rapids, Iowa, on the basis of that firm's base bid 32,764.00

Plumbing, heating and ventilating contract, to V. J. Hagan Company, Sioux City, Iowa, on the basis of that firm's base bid 112,887.00

ADDITION TO HILLCREST DORMITORY, SECTION B - BUDGET FOR PROJECT. Upon the recommendation of the Building and Business Committee the following budget for the construction of the Addition to Hillcrest Dormitory, Section B, was approved, the funds to be provided from dormitory borrowings:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning, supervision, advertising, etc.</td>
<td>$7,500.00</td>
</tr>
<tr>
<td>Building construction (three contracts)</td>
<td>725,119.00</td>
</tr>
<tr>
<td>Utilities to Building</td>
<td>40,000.00</td>
</tr>
<tr>
<td>Landscaping and sidewalks</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Equipment and furnishings</td>
<td>93,000.00</td>
</tr>
<tr>
<td>Contingencies</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4,381.00</td>
</tr>
<tr>
<td>Total budget for project</td>
<td>$875,000.00</td>
</tr>
</tbody>
</table>

Estimated completion date, September 1, 1956. 262 Bed capacity.

GENERAL HOSPITAL - ELEVATOR SHAFT AND PASSENGER ELEVATOR - CONTRACTS. Upon the recommendation of State University officials and the Building and Business Committee the contracts for the elevator to be installed in the General Hospital were awarded to the following low bidders, and the Secretary of the State Board of Education was authorized to sign the contracts when satisfactory surety bonds have been filed:

Elevator shaft contract, to Viggo M. Jensen Company, Albert Lea, Minnesota, on the basis of that firm's low base bid of $8,061.00

Passenger elevator contract, to the Otis Elevator Company, Des Moines, Iowa, on the basis of that firm's low base bid of 25,973.00
November 4-5-6, 1954 - State University

IOWA MEMORIAL UNION, UNIT #3 - CABINET WORK, FURNITURE, CARPETS AND DRAPERIES. CONTRACTS. At the meeting held on October 15, 1954, the Building and Business Committee submitted a report of the bids received on September 28, 1954, for the Cabinet Work, Furniture, Carpets and Draperies for Unit #3 of the Iowa Memorial Union, and stated that they had been referred to the officials of the State University and the Memorial Union for analysis and recommendations regarding the awarding of contracts.

Upon the recommendation of the Building and Business Committee the awarding of contracts to the low bidders, as follows, for the Cabinet Work, Furniture, Carpets and Draperies for Unit #3 of the Iowa Memorial Union was approved:

- Furniture contract to the Armstrong Furniture Company, Martinsburg, West Virginia, on the basis of that firm's base bid $26,890.00
- Carpet contract to Smulekoff's Furniture Company, Cedar Rapids, Iowa, on the basis of that firm's base bid $14,822.38
- Drapery contract to Smulekoff's Furniture Company, Cedar Rapids, Iowa, on the basis of that firm's base bid $2,975.10 plus $359.20
- Cabinet work contract to Jaeger Manufacturing Company, Des Moines, Iowa, on the basis of that firm's base bid $3,334.30

Total of four contracts $102,711.60

PARKLAWN PROJECT - REVISED BUDGET - ADDITIONAL FUNDS. Assistant Business Manager Jolliffe submitted the following revised budget of the Parklawn Project:

<table>
<thead>
<tr>
<th>Estimate Cost of Project</th>
<th>Original Budget</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Contract, Viggo M. Jensen</td>
<td>$321,953</td>
<td>$328,618</td>
</tr>
<tr>
<td>Plumbing, Heating &amp; Vent. Contract, Carstens Bros.</td>
<td>72,818</td>
<td>72,818</td>
</tr>
<tr>
<td>Electric Contract, Cedar Rapids Electric Company</td>
<td>33,860</td>
<td>36,462</td>
</tr>
<tr>
<td>Total Contracts</td>
<td>$428,631</td>
<td>$437,898</td>
</tr>
</tbody>
</table>
November 4-5-6, 1954 - State University

<table>
<thead>
<tr>
<th>Description</th>
<th>Original Budget</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kitchen Units</td>
<td>$32,735</td>
<td>$37,009</td>
</tr>
<tr>
<td>Installation of kitchen units</td>
<td>2,650</td>
<td>3,530</td>
</tr>
<tr>
<td>Lighting Fixtures Estimated</td>
<td>2,500</td>
<td>2,566</td>
</tr>
<tr>
<td>Walks, Curbs and Landscaping</td>
<td>5,000</td>
<td>7,055</td>
</tr>
<tr>
<td>Architectural Work and Supervision, Prel. Planning, Advertising, Insurance, etc.</td>
<td>3,500</td>
<td>11,892</td>
</tr>
<tr>
<td>Estimated Total Cost</td>
<td>$475,016</td>
<td>$499,950</td>
</tr>
</tbody>
</table>

Upon the recommendation of the Building and Business Committee the revised budget of $499,950.00 for the construction of the Parklawn Project was approved, and the Finance Committee was authorized to arrange for borrowing $24,950.00 additional for the project.

PURCHASE OF PROPERTY - COAST PROPERTY. At the meeting held on October 15, 1954, Mr. Hagemann reported that at a later date a recommendation would be made regarding the purchase by the State University of the Coast property located at the corner of Church and Clinton streets in Iowa City, Iowa.

Mr. Hagemann reported that the Coast property may have been sold, and that the University officials are awaiting developments before submitting a recommendation.

MARGARET AMY SLAWSON ESTATE - SALES AGREEMENT - WILLARD E. AND MARJORIE H. ROE.

Assistant Business Manager Jolliffe submitted the following Sales Agreement:

This Agreement made and entered into on this 5th day of October, 1954, and between the EXCHANGE NATIONAL BANK OF WINTER HAVEN, as Executor of the Estate of Margaret Amy Slawson, Deceased, as party of the first part, and WILLARD E. ROE and MARJORIE H. ROE, his wife, of Winter Haven, Florida, as parties of the second part,

WITNESSETH THAT:

The party of the first part hereby agrees to sell and convey to the parties of the second part, and the parties of the second part agree to purchase from the party of the first part the following described property in Polk County, Florida, to-wit:
November 4-5-6, 1954 - State University

It is further agreed by the parties hereto that taxes and any insurance now in force and effect on said property shall be prorated as of the date of this Agreement.

The parties of the second part shall have the right to dispose of the citrus fruit now in the citrus groves on the land described above and they shall have the right to enter upon the said land in full possession thereof as of the date of this Agreement. The parties of the second part agree, pending the examination of the title to the property, that they will cultivate, operate, fertilize and/or otherwise care for the citrus grove situated on the land described above in a husbandry like manner at the expense of the parties of the second part.

It is further agreed that in the event the parties of the second part shall sell any fruit from the above described citrus grove and collect money therefor, that the net proceeds so received shall be deposited in escrow with the Exchange National Bank of Winter Haven pending the examination of the title to the above described property and to be disbursed to the parties of the second part in the event said title is found to be marketable and this transaction is consummated. In the event this transaction is not consummated, then, and in that event, said fruit proceeds so received shall be paid to the Exchange National Bank of Winter Haven as Executor of the Estate of Margaret Amy Slawson, Deceased.

The second parties do hereby agree that they will enter into an Agreement with the party of the first part whereby the parties of the second part to this Agreement will agree to furnish to the said party of the first part, its successor, assign or grantee, irrigation water from the pump unit situated on the property which is the subject of this Agreement, said irrigation water to be furnished to the citrus grove situated on the Ne 1/2 of the Ne 1/4 of Nw 1/4 and the S 1/2 of Ne 1/4 of Nw 1/4, both lying and being in Section 6, Township 29 South, Range 26 East, Polk County, Florida, and the said parties of the second part do agree that they will furnish such irrigation water at and for the price to be fixed in said agreement.

The first party represents that it is the duly qualified and acting Executor of the Estate of Margaret Amy Slawson, Deceased, and that as such it has full power and authority under the Last Will and Testament of the said Margaret Amy Slawson to convey the marketable fee simple title to the said property, subject to the taxes for 1954, which shall be prorated as of the date of this Agreement, said property being free and clear of other liens and incumbrances.

It is mutually agreed by and between the parties hereto that the covenants and agreements contained herein shall extend to and be obligatory upon the successors, heirs, executors, administrators, assigns, grantees, and distributees of the respective parties.

The party of the first part hereby agrees that it will contact the University of Iowa which is the residuary devisee of the Ne 1/2 of Ne 1/4 of Nw 1/4 and the S 1/2 of Ne 1/4 of Nw 1/4, Section 6, Township 29 South, Range 26 East, Polk County, Florida, and inquire as to whether or not the University of Iowa will give and grant an option to the parties of the second part to this Agreement whereby said parties of the second part may have the first right and refusal to purchase said property, and the party of the first part agrees that it will make such inquiry immediately.
IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and year first above written.

Upon the recommendation of the Building and Business Committee Mr. Hagemann moved that the Sales Agreement entered into on October 5, 1954, by and between Willard E. Roe and Marjorie H. Roe, his wife, and the Exchange National Bank of Winter Haven as Executor of the Estate of Margaret Amy Slawson, deceased, be approved except for the following paragraph:

"The party of the first part hereby agrees that it will contact the University of Iowa, which is the residuary devisee of the NW\frac{1}{2} of the NE\frac{1}{4} of NW, and the S\frac{1}{2} of NE\frac{1}{4} of NW, Section 6, Township 29 South, Range 26 East, Polk County, Florida, and inquire as to whether or not the University of Iowa will give and grant an option to the parties of the second part to this Agreement whereby said parties of the second part may have the first right and refusal to purchase said property, and the party of the first part agrees that it will make such inquiry immediately."

and that the request for an option to permit the first right and refusal of purchase by Mr. and Mrs. Willard E. Roe at such time as the State University of Iowa may wish to sell the two 20-acre tracts described in the foregoing paragraph be denied. The motion was seconded and on roll call the vote was as follows:

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

Nay: None.

Absent: Mr. Fredrickson.

The chairman declared the motion passed.
call the vote was as follows:

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

Nay: None.

Absent: Mr. Fredricksen.

The chairman declared the motion passed.

MARGARET AMY SLAWSON ESTATE - IRRIGATION WATER AGREEMENT - WILLARD E. AND MARJORIE H. ROE. Assistant Business Manager Jolliffe submitted the following irrigation water agreement:

THIS AGREEMENT made and entered into on this the 5th day of October, 1951 by and between WILLARD E. ROE AND MARJORIE H. ROE, his wife, as parties of the first part, and the EXCHANGE NATIONAL BANK OF WINTER HAVEN as Executor of the Estate of Margaret Amy Slawson, Deceased, as party of the second part.

WITNESSETH THAT:

WHEREAS, the parties of the first part are the fee simple owners of the following described property:

Lot Fifteen (15), and the South One-Half, (S½), of Lot Sixteen, (16), of LAWTEY and THOMPSON'S SUBDIVISION in Section 6, Township 29 South, Range 26 East, containing twenty, (20), acres, more or less, and together with the residence, rental cottage and other out buildings situated thereon, including irrigation, pump house and pump unit;

AND WHEREAS, the party of the second part desires and needs to have irrigation water available to be used on the property last described above;
IT IS, THEREFORE, COVENANTED AND AGREED by the parties of the first part that they will furnish, supply and make available to the owners of the property last described above, their successors, assignees, and assigns, sufficient and adequate water for the irrigation of the groves situated on said property and the parties of the first part do further agree that they will maintain, operate and keep in good condition the pump unit and main line of the irrigation plant situated on the property belonging to the first parties, and that they will supply said irrigation water to the grove edge of the property to be watered at and for a cost of $3.00 per hour, in a quantity equal to the average normal pumping capacity of the pump and water now situated on said property. This cost is intended to cover and include full operation cost of the irrigation plant, depreciation, and the service of the necessary attendants or attendants, to operate said plant.

It is recognized and agreed by the parties hereto that the cost of furnishing water under the Agreement may vary from year to year, and said parties hereto, their successors, assignees, grantees, heirs, executors, administrators and trustees, do hereby covenant and agree that whenever any material change in cost of furnishing said water is realized, either higher or lower than the figure named in this Agreement, they will endeavor to adjust this cost by agreement between them to establish a new cost rate per hour of operation.

However, if the parties are unable to agree on an adjusted cost price for said water furnished or to be furnished, it is covenanted and agreed by the parties hereto that each party shall select an arbitrator and the two arbitrators so chosen shall select a third arbitrator, and these three individuals shall decide the new adjusted hourly rate for furnishing water under this agreement, and it is agreed by the parties hereto that they will accept and abide by the cost figure decided by the arbitrators.

The party of the second part does hereby agree to purchase the irrigation water from the parties of the second part at and for the price specified above and it further agrees to give the first parties two, (2), full days notice prior to any time irrigation water is needed for the groves in question, so that the first parties shall have sufficient and adequate time to make preparation for operation of the pump system. Sundays and principal holidays shall not be considered a part of the above period of notice required, except where it is necessary to irrigate in cases of emergency, such as extreme drouth or other critical conditions.

It is further agreed by the parties hereto that the parties of the first part shall not be responsible or liable for any failure to furnish irrigation water under the terms of this agreement whereby and in the event such failure is due to and caused by any act of God or other contingency that may be absolutely beyond the control of the first parties.

It is further agreed by the parties hereto that this Agreement and all other covenants and conditions contained therein shall extend to and be obligatory upon the successors, assignees, grantees, heirs, executors, administrators and assigns of the respective parties, it further being the intention of the parties hereto that this irrigation service shall be available to
subsequent owners or lessees of the land to be serviced thereby and that such service shall be furnished under the terms and conditions of this Agreement by the owners or lessees of the land owned by the parties of the first part, on which is situated the pump unit above described.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals on this day and year first above written.

Signed, sealed and delivered in the presence of:

R. B. Huffaker

W. H. Corum

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals on this day and year first above written.

Signed, sealed and delivered in the presence of:

Willard E. Roe (SEAL)

Marjorie H. Roe (SEAL)

First Parties

EXCHANGE NATIONAL BANK OF WINTER HAVEN

By

L. E. Anderson (SEAL)

President and Trust Officer, as Executor of the Estate of Margaret Amy Slawson, Deceased.

Mr. Hagemann moved that the foregoing irrigation water agreement (Margaret Amy Slawson estate) be approved. The motion was seconded and passed.

HOLIDAY POLICY. Assistant Business Manager Jolliffe submitted a statement of a proposed holiday policy recommended for employees of the State University. Consideration of the recommendation was deferred until the December meeting, when the business managers of the other institutions are to submit reports and recommendations regarding holiday policies.

BUDGET INCREASE - STATE PSYCHOPATHIC HOSPITAL. President Hancher stated that the following needs of the State Psychopathic Hospital can be covered by the use of unallocated balances in the State Psychopathic Hospital accounts as of June 30, 1954:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional 3rd year Resident Physicians</td>
<td>$3,600</td>
</tr>
<tr>
<td>Additional medical extern</td>
<td>1,200</td>
</tr>
<tr>
<td>Additional medical extern</td>
<td>1,200</td>
</tr>
<tr>
<td>To transfer part of Dr. Coburn's salary to budget because of reduction in United States Public Health Service Grant</td>
<td>2,500</td>
</tr>
<tr>
<td>To adjust salary of instruction of clinical psychology</td>
<td>200</td>
</tr>
</tbody>
</table>

Total $8,700
Upon the recommendation of President Hancher the 1954-1955 budget of the State Psychopathic Hospital was increased $8,700.00, from $426,000.00 to $434,700.00.

DORMITORY BORROWINGS - TEMPORARY HOUSING FOR WOMEN. Upon the recommendation of the Building and Business Committee, the Finance Committee was authorized to negotiate with lending agencies for borrowing $26,555 to finance the rehabilitation of temporary housing quarters for 104 women students for the fall of 1954.

DEY PROPERTY. Upon the recommendation of the Building and Business Committee, authority was granted to raze the old barn located on the Dey property.

TENANT PROPERTY - LEASE. Mr. Hagemann moved that the Business Manager of the State University be authorized to lease the lower apartment at 22 East Bloomington Street to Dr. Harold E. Clough for the period November 1, 1954, to February 1, 1955, at a rental of $60.00 a month, and to continue the lease after February 1, 1955, on a month-to-month basis until the property is needed by the State University. The motion was seconded and on roll call the vote was as follows:

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

Nay: None.

Absent: Mr. Fredrickson.

The chairman declared the motion passed.

REMODELING TO IMPROVE CARE AND TREATMENT OF POLIO AND PEDIATRIC PATIENTS
(GENERAL HOSPITAL ADDITION AND CHILDREN'S HOSPITAL REMODELING) - CHANGE ORDER

Upon the recommendation of the Building and Business Committee the following
change orders to contracts for the General Hospital Addition and Children's Hospital Remodeling were approved:

Change Order #1, dated October 25, 1954, to the general construction contract with Viggo M. Jensen Company covering the cost of installing additional partition, Room 16A, with new door and hardware, and change in acoustical treatment for one room, at an addition of $304.00 to the contract price.

Change Order #1, dated October 20, 1954, to the electrical contract with Fandel Electric Company for miscellaneous electrical changes at a deduction of $415.00 from the contract price.

PARKLAWN DORMITORY - CHANGE ORDERS. Upon the recommendation of the Building and Business Committee the following change orders to contracts for the construction of Parklawn Dormitory were approved:

Change Order #1, dated March 25, 1954, to the general construction contract with Viggo M. Jensen Company, for purchase and installation of picture mould, for furnishing and installing durowel block and walls, and for additional labor and materials due to unstable soil under footings, at an addition of $1,352.47 to the contract price.

Change Order #2, dated October 20, 1954, to the general construction contract with Viggo M. Jensen Company, for installation of kitchen cabinets in 53 apartments and the relocation of package receivers at an addition of $5,350.61 to the contract price.

Change Order #4, dated October 21, 1954, to the electrical contract with the Cedar Rapids Electric Supply Company, for additional cost of installing kitchen fixtures in each apartment which was not included in Change Order #2, at an addition of $89.78 to the contract price.

TUNNEL REPAIRS AT MECHANICAL ENGINEERING (STEAM DISTRIBUTION AND REPLACEMENTS). CHANGE ORDER. Upon the recommendation of the Building and Business Committee authority was granted for issuing Change Order #3, dated November 1, 1954, to the contract with the Ryan Plumbing and Heating Company, Inc., for Tunnel Repairs at Mechanical Engineering (Steam Distribution and Replacements), covering minor changes in plumbing connections at an addition of $227.55 to the contract price.
TUNNEL REPAIRS AT MECHANICAL ENGINEERING (STEAM DISTRIBUTION AND REPLACEMENTS) -
ACCEPTANCE OF WORK. The Building and Business Committee reported that on
November 3, 1954, Mr. John Jenks for the State University and Mr. Jerry Ryan
for the contractor, inspected the Tunnel Repairs at Mechanical Engineering
(Steam Distribution and Replacements) and found that the Ryan Plumbing and
Heating Company, Inc., had completed the work in accordance with the plans and
specifications and contract documents.

Upon the recommendation of the Building and Business Committee the Tunnel
Repairs at Mechanical Engineering was accepted from the contractor, the Ryan
Plumbing and Heating Company, Inc., as of this date, November 4, 1954, and pay-
ment of the final estimate in accordance with the provisions of Chapter 573,
1954 Code of Iowa, was authorized.

MEMORIAL UNION, UNIT #3 - COMPLETION OF SERVICES - OTHER THAN ELECTRICAL WORK -
ACCEPTANCE. The Building and Business Committee reported that on November 3,
1954, Mr. John Jenks for the State University and Mr. George Nelson for the con-
tractor, inspected the Other than Electrical Work, Completion of Services,
Memorial Union, Unit #3, and found that Carstens Brothers had completed the
work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the Other
than Electrical Work, Completion of Services, Memorial Union, Unit #3, was ac-
cepted from the contractor, Carstens Brothers, as of this date, November 4,
1954, and payment of the final estimate in accordance with the provisions of
Chapter 573, 1954 Code of Iowa, was authorized.

LAW BUILDING - LAW COMMONS (CONTINUATION CENTER). President Hancher, in con-
nection with considering a site for the Addition to the Law Building for which
an appropriation is being requested of the 56th General Assembly, recommended
that the addition be constructed adjacent to the Law Commons, now being used as a Continuation Center, so that the College of Law may be moved to the West Campus and the present Law Building converted to other needed classroom purposes much more quickly than could otherwise be done.

Mr. Plock moved that the recommendation be adopted. The motion was seconded by Mr. Hagemann and passed.

November 6, 1954

The following business relating to the State University of Iowa was transacted on November 6, 1954:

IOWA MEMORIAL UNION BUILDING, UNIT No. 3 - LEASE. Assistant Business Manager Jolliffe submitted the following lease dated October 1, 1954, for Unit No. 3, Iowa Memorial Union Building:

This agreement of lease is entered into this 1st day of October, 1954, by and between the Iowa Memorial Union, a Corporation, as Lessor and the State of Iowa by the Iowa State Board of Education for the use and benefit of the State University of Iowa, as Lessee, upon the following terms, covenants and conditions:

I.

The Iowa Memorial Union Corporation proposes to erect an addition to the Iowa Memorial Union Building in Iowa City, Iowa, to be known as Unit No. 3, and the above-named Lessee has caused to be transferred to the Iowa Memorial Union the real estate on which the same is to be located, the same being legally described as:

That part of Lot 2 not occupied by the present Memorial Union Building (approximately the south 20 feet); all of Lots 3 and 4; all of the alley running north and south through Block 99, south of said Union Building; the east 65 feet of Lot 5; the east 65 feet of the South 30 feet and the east 25 feet of the north 50 feet of Lot 6, and the East 25 feet of approximately the south 20 feet of Lot 7; all in Block 99, in the original town of Iowa City, Iowa.
Lessor to give possession of and to lease said building unit to the Lessee until the rentals retire the indebtedness incurred for the construction of said unit, and to then deed and convey said building to the Lessee, all as authorized and provided in minutes numbers 1, 2, and 3 of the Iowa State Board of Education adopted on December 4 and 5, 1952, which are hereby made a part hereof as Exhibits "A", "B", and "C".

2.

The Lessor, as soon as said building unit is completed, shall effect the discharge and release of all mechanics liens and costs of construction of said building, and shall have the power and authority to execute a good and sufficient first mortgage covering said unit and the land on which it is located to any bank, insurance company, or other lending institutions approved by the Lessee, for the costs of construction of said building unit, and to pledge the rents and profits from said building under this lease to the payment of said mortgage; Lessor shall also assign said rentals to said mortgage holder, and the Lessee shall pay all rentals directly to said mortgage holder for the retirement and satisfaction of said mortgage indebtedness.

3.

As the rentals are applied by the Lessee on the mortgage indebtedness as provided in paragraph 2 above, Lessee shall acquire and become the owner of a corresponding right title and interest in said building, and when the entire amount of the mortgage has been paid and satisfied in full, the Lessee shall become the absolute owner of said building, and the Lessor shall execute and deliver a good and sufficient warranty deed conveying said building and real estate on which it is located.

4.

Lessee agrees to pay a rental for said building unit, beginning on date of the completion of the building computed on the basis of $8.50 per semester per student enrolled during the academic year, and $4.00 per student enrolled during the summer session, payments to be made on June 1 and December 1 of each year, to be paid out of the "Union Fund" of the State University of Iowa, which fund shall be limited to rents and profits derived from said building unit, assessments made to students for the use of said building, and gifts, bequests, or other funds received by the University for said purpose. Whenever the mortgage indebtedness has been completely paid and the mortgage satisfied as set out above herein, said rental payments shall cease and Lessee have no further obligation therefor.

5.

During the term of this lease, the Lessee shall, to the extent that rents and profits or other funds are legally available therefor maintain said building in a good and proper state of repair, and may make such additions, alterations or improvements thereon as is necessary and advisable, all to be done under the authority of the Iowa State Board of Education and the University in the same manner as other improvements on the campus.
6.

The mortgage for the construction costs as provided for in paragraph 2 hereof shall bear interest at a rate of not to exceed five (5) % per annum, payable June 1 and December 1 of each year, and all of the terms and provisions of said mortgage to be approved by the Iowa State Board of Education before the same are executed and the amount of the construction costs and the letting of the contract and the details of construction all to be subject to approval of the Iowa State Board of Education.

7.

The construction cost mortgage when executed as provided in Paragraph 2 and approved as provided in Paragraph 6 shall be a good and valid first mortgage on said building unit and the land upon which it is located as described in Paragraph 1 hereof, prior and paramount to the rights of the Lessee hereunder.

8.

Whenever the Lessee is able to negotiate with the holder of the construction cost mortgage as above described herein to assume the balance due thereon and obtain a good and sufficient release of the Lessor from said note and mortgage, the same shall be effected and the Lessor shall thereupon deed and convey said building unit and the land on which it is located to the Lessee subject to the balance due on said mortgage assumed by the Lessee.

9.

The Lessor shall not without the written consent of the Lessee suffer the demised premises or any erection or improvements thereon or the estate of the Lessee in the same at any time during the said term to become subject to any lien, charge, or incumbrance whatsoever, other than a mortgage as herein provided, it being hereby expressly agreed that the Lessor shall have no authority, express or implied, to create any lien, charge, or incumbrance, other than the mortgage, as herein authorized, upon the demised premises or the improvements thereon or upon the estate of the Lessee in the same.

10.

In the event that Lessee is unable because of the insufficiency of the "Union Fund", or for any other reason, to pay the rental stipulated in Paragraph 4, there shall be no foreclosure or forfeiture by Lessor against the Lessee as long as the Lessee pays the holder of the construction mortgage a sum sufficient to satisfy said mortgage-holder and prevent a foreclosure of said mortgage, and Lessee shall have the right, power and authority to negotiate with said mortgage-holder for modifications of the payments required by the note and mortgage.
It is specifically agreed and understood that the obligations of the Lessee to pay the rental provided for herein are limited to the proceeds legally available for the "Union Fund" either under existing laws of the State of Iowa or any subsequent enactments thereof, and that the general credit of the State of Iowa or of the Iowa State Board of Education is not hereby pledged or obligated.

IN WITNESS WHEREOF, we have hereunto set our hands and executed this instrument this 1st day of October, 1954.

IOWA MEMORIAL UNION

By (s) B. F. Swisher
President

By (s) John H. Uthoff
Secretary

IOWA STATE BOARD OF EDUCATION

By
President

By
Secretary

It was moved that the foregoing lease be approved and that the President and the Secretary of the State Board of Education be authorized to sign it. (See Board minutes of December 10-11, 1953.) The motion was seconded and on roll call the vote was as follows:

Aye: Mrs. Archie, Mrs. Brooks, Mr. Hagemann, Mr. Hamilton, Mr. Plock, Mr. Stevens and Mr. Rider.

Nay: None.

Absent: Mr. Fredricksen and Mr. Strawman.

The chairman declared the motion passed.
FOR VALUE RECEIVED the undersigned, THE IOWA MEMORIAL UNION, an Iowa corporation with its principal place of business at Iowa City, Iowa, does hereby sell, assign, transfer and set over to IOWA-DES MOINES NATIONAL BANK, Des Moines, Iowa, all its right, title and interest in and to the rentals due and accruing under the terms and provisions of a certain written lease by and between The Iowa Memorial Union, a corporation, as Lessor, and the State of Iowa by the Iowa State Board of Education for the use and benefit of the State University of Iowa, as Lessee, it being the purpose and intention of this instrument to sell, assign and transfer all of the undersigned’s right, title and interest as owner and Lessor in and to the rentals accruing under said lease and any extensions thereof. The lease herein referred to and assigned being dated October 21, 1954, covers and describes the following property situated in Iowa City, Johnson County and State of Iowa and more particularly described as follows:

That part of Lot 2 not occupied by the present Memorial Union Building (approximately the South 20 feet); all of Lots 3 and 4; all of the alley running North and South through Block 99, South of said Union Building; the East 65 feet of Lot 5; the East 65 feet of the South 30 feet and the East 25 feet of the North 50 feet of Lot 6; and the East 25 feet of approximately the South 20 feet of Lot 7, all in Block 99, in the Original Town of Iowa City, Iowa.

As of the date of the execution of this assignment and pursuant to the terms hereof, the undersigned herewith deposits the above described lease with Iowa-Des Moines National Bank, Des Moines, Iowa, and hereby authorizes said Bank to request, demand, collect, receipt for and sue in its own name or that of the Lessor, for rentals accruing under said lease and to discharge any liability of Lessee for the rents or income so collected by said Bank and do hereby irrevocably constitute and appoint said Bank its true and lawful attorney-in-fact to carry out the above purposes and to do any and all other things necessary pursuant to the terms of this assignment and the above described lease.

This assignment is made as collateral security for a loan from Iowa-Des Moines National Bank, Des Moines, Iowa, to The Iowa Memorial Union in the principal sum of $525,000.00, which obligation of the undersigned is evidenced by a promissory note of The Iowa Memorial Union, which note is secured by a mortgage on the above described real estate and this assignment shall continue in full force and effect until said indebtedness and the note evidencing the same and any and all renewals or extensions thereof and any and all other indebtedness which is now or may hereafter be owed by the undersigned to Iowa-Des Moines National Bank, Des Moines, Iowa, (which shall include interest, attorney fees and all costs in connection with any of the above enumerated indebtedness) shall have been fully paid. All rentals and income under the above described lease due to the undersigned from the State of Iowa by the Iowa State Board of Education for the use and benefit of the State University of Iowa shall be paid to Iowa-Des Moines National Bank, Des Moines, Iowa, at its principal place of business at 6th and Walnut Streets in Des Moines, Iowa.
November 4-5-6, 1954 - State University

Iowa-Des Moines National Bank, Des Moines, Iowa, by its acceptance of this assignment assumes no duties, obligations or liabilities of whatsoever kind or nature in connection with or arising out of the covenants or agreements of the undersigned Lessor under the above mentioned lease.

Dated this 1st day of November, 1954.

THE IOWA MEMORIAL UNION

By (s) B. F. Swisher
President

By (s) John H. Uthoff
Secretary

Mr. Hamilton moved that the Secretary of the State Board of Education be authorized to sign an "Acceptance of Notice" of the assignment as follows:

"The undersigned does hereby acknowledge receipt of a true copy of the above assignment at Des Moines, Iowa, on this day of November, A.D. 1954.

Iowa State Board of Education

By ______________________, Secretary"

The motion was seconded by Mr. Hagemann and on roll call the vote was as follows:

Aye: Mrs. Archie, Mrs. Broöks, Mr. Hagemann, Mr. Hamilton, Mr. Plock, Mr. Stevens and Mr. Rider.

Nay: None.

Absent: Mr. Fredricksen and Mr. Strawman.

The chairman declared the motion passed.
The following business relating to the State Sanatorium was transacted on November 5, 1954:

COMPLETION OF SECOND FLOOR AND BASEMENT OF ADDITION TO BUILDING 52, PATIENTS' WING ADDITION - ELECTRIC WIRING - ACCEPTANCE. The Building and Business Committee reported that on October 27, 1954, Everett Witt, representing the Architects, Albert Betz, representing the State Sanatorium, and Jerry Shea, representing the Contractor, inspected the Completion of Second Floor and Basement of Addition to Building 52, Patients' Wing Addition, and found that the Cedar Rapids Electric Supply Company had completed the electrical work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee, the electrical work in connection with the Completion of Second Floor and Basement of Addition to Building 52, Patients' Wing Addition was accepted from the contractor, the Cedar Rapids Electric Supply Company, as of this date, November 5, 1954, and payment of the final estimate in accordance with the provisions of Chapter 573, 1954 Code of Iowa, was authorized.

COMPLETION OF SECOND FLOOR AND BASEMENT OF ADDITION TO BUILDING 52, PATIENTS' WING ADDITION - PLUMBING, HEATING AND AIR CONDITIONING - ACCEPTANCE. The Building and Business Committee reported that on October 29, 1954, Everett Witt representing the Architects, Albert Betz representing the State Sanatorium, and Clyde W. Schultz representing the Contractor, inspected the Completion of Second Floor and Basement of Addition to Building 52, Patients' Wing Addition, and found that the Puth-Schultz Company had completed the plumbing, heating and air conditioning in accordance with the plans and specifications and contract documents.
Upon the recommendation of the Building and Business Committee, the plumbing, heating and air conditioning of Completion of Second Floor and Basement of Addition to Building 52, Patients' Wing Addition, was accepted from the contractor, the Puth-Schultz Company, as of this date, November 5, 1954, and payment of the final estimate in accordance with the provisions of Chapter 573, 1954 Code of Iowa, was authorized.

BUDGET FOR 1954-1955 - DECREASE. Upon the recommendation of Superintendent Spear and the Finance Committee, the total of the budget of the State Sanatorium for the year 1954-1955 was decreased $600.00 so as to bring the combined expenditures for 1953-1954 and the total of the current budget within the $1,930,560.00 maximum set by the 55th General Assembly. (The reduction is made in the general expense account of the Buildings and Grounds Department.)
The following business relating to the Iowa State College was transacted on November 4, 1954:

IOWA STATE COLLEGE CENTER. President Hilton presented a short resume of plans for an Iowa State College Center and the possibility of gifts being made for that purpose. On motion, which was seconded and passed, President Hilton was authorized to accept any gifts or donations that might be proffered for the contemplated Iowa State College Center.

November 5, 1954

The following business relating to the Iowa State College was transacted on November 5, 1954:

RESIGNATIONS. Upon the recommendation of Provost Jensen and the Faculty Committee the following resignations were accepted:

Merl I. Whorlow, assistant professor in Health Service, Agricultural Extension Service, effective November 25, 1954, to accept a position with the Michigan Health Department at Lansing, Michigan.

Delbert T. Foster, county extension director in Lee County, Agricultural Extension Service, effective November 12, 1954, to accept a position with the University of Maryland.


Bettye Steele, associate professor of Foods and Nutrition, effective as of October 31, 1954, because of ill health.

PROMOTIONS, SALARY INCREASES AND TRANSFERS. Upon the recommendation of Provost Jensen and the Faculty Committee the following promotions, salary increases, and transfers were made:
November 4-5-6, 1954

Norman A. Graebner, associate professor of History and Government, salary increased from $6,800 a year, twelve months' basis, plus annuity, to $7,200 a year, twelve months' basis, plus annuity, effective as of November 1, 1954.

Frederick R. Duke, from associate professor of Chemistry and associate chemist, Institute for Atomic Research, at a salary of $7,200 a year, twelve months' basis ($3,273 Science; $3,927 IAR), plus annuity, to professor of Chemistry and senior chemist, Institute for Atomic Research, at a salary of $7,800 a year, twelve months' basis ($3,545 Science; $4,255 IAR), plus annuity, effective as of October 1, 1954.

LEAVE OF ABSENCE. Upon the recommendation of Provost Jensen and the Faculty Committee, L. A. Underkofler, professor of Chemistry, was granted a leave of absence without salary for the period January 1, 1955, through June 30, 1955, in order to conduct and direct research for Takamine Laboratory, Inc., Clifton, New Jersey.

APPOINTMENTS. Upon the recommendation of Provost Jensen and the Faculty Committee the following appointments were made:

Malcolm Shurtleff, assistant professor of Botany and Plant Pathology, Agricultural Extension Service, at a salary of $6,000 a year, twelve months' basis (Civil Service), effective December 1, 1954. (Replacement for Arden Sherf.)

Robert Dowling, county extension director of Lee County, at a salary of $5,300 a year, twelve months' basis ($2,900 Extension; $2,400 County), effective November 15, 1954. (Replacement for Delbert Foster.)

Elmer J. Lund, extension area soil conservationist, Agricultural Extension Service, at a salary of $5,600 a year, twelve months' basis (Civil Service), effective as of October 1, 1954.

DEATH. Provost Jensen reported the death on October 16, 1954, of O. W. Park, professor of Zoology and Entomology, Agricultural Experiment Station.

ADDITION TO PRESENT FILTRATION PLANT - PLANS AND SPECIFICATIONS. Upon the recommendation of the Building and Business Committee, the plans and specifications prepared by W. E. Galligan, Engineer, for an Addition to the Present Filtration Plant estimated to cost $45,000.00 were approved and the secretary...
of the State Board of Education was authorized to publish the necessary notice of public hearing and to advertise for bids, subject to approval by the Budget and Financial Control Committee. (See Board minutes of June 24-25-26, 1953.)

HOME MANAGEMENT DUPLEX. Business Manager Platt reported that the Bankers Life Company had indicated willingness to include the proposed Home Management Duplex in the dormitory group for financing purposes, and that the plans were being studied to see if the estimated cost of the duplex could be reduced.

LINDEN HALL - ARCHITECTURAL SERVICES - CONTRACT REVISION. Business Manager Platt recommended that because of the extensive revisions required in preparing the final plans and specifications for Linden Hall, especially for the mechanical work, that the contract with J. A. Dougher for architectural services be amended to eliminate the credit of 0.1% for preliminary sketches and services furnished by the Iowa State College. On motion by Mrs. Archie, seconded by Mr. Hagemann, the recommendation was adopted and the contract revision approved.

WESTGATE DORMITORY - VETERINARY DIAGNOSTIC LABORATORY - REPORT. The Building and Business Committee submitted the following report:

The following persons representing the Building and Business Committee of the State Board of Education met in the Conference Room, Beardshear Hall, Iowa State College, Ames, Iowa, at 2:00 p.m., Thursday, October 28, 1954.

Present: President Hilton, Business Manager Platt, Superintendent Schaefer, Professor Schilletter, Professor Wolf, Engineer Schworm, all of Iowa State College; J. Woolson Brooks, John Borg and Joseph Borg, all of Brooks-Borg, architectural firm; and Secretary Dancer.

Mr. Dancer presided, and Mr. Platt acted as secretary of the meeting.

Westgate Dormitory - Veterinary Diagnostic Laboratory - Public Hearings. Business Manager Platt reported that public hearings were held in his office at 1:00 p.m. as advertised, for the purpose of hearing objections to the plans, specifications, and contract forms for Westgate Dormitory and the Veterinary Diagnostic Laboratory. Those present were Business Manager Platt, Professor Schilletter, Superintendent Schaefer, and Mr. Dancer. No objections were filed and no objectors appeared.
Westgate Dormitory - Bid Opening. The bids shown on the following page were opened and read.

Westgate Dormitory - Award of Contract. Following the bid opening, the officials of the College, the architects, and Mr. Dancer analyzed the bids and interviewed Mr. Russell Thompson of James Thompson & Sons, the low bidder, regarding his bid. It was then agreed that the recommendation of those present be that the contract be awarded to James Thompson & Sons, the low bidder, on the following basis:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Bid</td>
<td>$323,700.00</td>
</tr>
<tr>
<td>Deduct Alt. /3</td>
<td>-$700.00</td>
</tr>
<tr>
<td>Add for 82 doors at $44.00</td>
<td>+$3,608.00</td>
</tr>
<tr>
<td>Total contract price</td>
<td>$326,608.00</td>
</tr>
</tbody>
</table>

with the understanding that after negotiation with the awardee there may be some adjustment made in the allowance for Alternate No. 3.

Westgate Dormitory - Return of Bid Checks. Mr. Platt was authorized to return immediately the bid checks filed by the following bidders:

- Lippert Brothers, Inc.
- The Weitz Company
- Gethmann Construction Company
- F. L. Caron Company
- R. H. Grabau Construction Company
- A. H. Neumann & Brothers, Inc.

and that the remaining four bid checks be held until the successful bidder had executed the contract and furnished satisfactory bond.

Westgate Dormitory - Poll of Building and Business Committee Members. Mr. Platt and Mr. Dancer polled the members of the Building and Business Committee of the State Board of Education by telephone on the acceptance of the recommendation that the contract be awarded to James Thompson & Sons, the low bidder, at a contract price of $326,608.00. The results of the poll were:

For Award to Thompson

- Mr. Hagemann
- Mrs. Archie
- Mr. Strawman

Not Voting (could not be reached)

- Mr. Fredricksen

On motion the report was approved and the action of the Building and Business Committee was ratified.
**BID TABULATION**  
**WESTGATE HALL, IOWA STATE COLLEGE**  
*2:00 P.M., Thursday, October 28, 1954*

**GENERAL CONSTRUCTION:**

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Certified Check</th>
<th>Base Bid</th>
<th>Alt. #1</th>
<th>Alt. #2</th>
<th>Alt. #3</th>
<th>Alt. #4</th>
<th>Alt. #5</th>
<th>Add'l per door for &quot;J&quot; opening</th>
</tr>
</thead>
<tbody>
<tr>
<td>P. L. Caron Company, West Des Moines, Iowa</td>
<td>$18,500</td>
<td>$351,186</td>
<td>-18,930</td>
<td>-3000</td>
<td>n.e.</td>
<td>-4651</td>
<td>+2800</td>
<td>$52</td>
</tr>
<tr>
<td>Gethmann Construction Company, Gladbrook, Iowa</td>
<td>$18,000</td>
<td>$348,000</td>
<td>-17,600</td>
<td>-3200</td>
<td>-900</td>
<td>-4900</td>
<td>+6700</td>
<td>$45</td>
</tr>
<tr>
<td>R. H. Grabau Construction Co., Boone, Iowa</td>
<td>$17,500</td>
<td>$344,578</td>
<td>-20,270</td>
<td>-2970</td>
<td>-1190</td>
<td>-4860</td>
<td>+820</td>
<td>$67</td>
</tr>
<tr>
<td>W. A. Klinger Company, Sioux City, Iowa</td>
<td>$20,000</td>
<td>$336,487</td>
<td>-18,488</td>
<td>-3000</td>
<td>-989</td>
<td>-4650</td>
<td>+807</td>
<td>$55</td>
</tr>
<tr>
<td>Langer &amp; Associates, Des Moines, Iowa</td>
<td>$17,500</td>
<td>$336,420</td>
<td>-21,140</td>
<td>-3150</td>
<td>-260</td>
<td>-4900</td>
<td>+800</td>
<td>$55</td>
</tr>
<tr>
<td>Lippert Bros., Inc., Boone, Iowa</td>
<td>$18,000</td>
<td>$339,792</td>
<td>-17,994</td>
<td>-3317</td>
<td>-767</td>
<td>-6295</td>
<td>+969</td>
<td>$46</td>
</tr>
<tr>
<td>A. H. Neumann &amp; Bros. Inc., Des Moines, Iowa</td>
<td>$20,000</td>
<td>$340,800</td>
<td>-15,300</td>
<td>-3000</td>
<td>-125</td>
<td>-5100</td>
<td>+5000</td>
<td>$50</td>
</tr>
<tr>
<td>Oleson &amp; Son Cons. Co., P.O. Box 575, Waterloo, Iowa</td>
<td>$19,500</td>
<td>$329,406</td>
<td>-19,223</td>
<td>-3000</td>
<td>-873</td>
<td>-4581</td>
<td>+4729</td>
<td>$52</td>
</tr>
<tr>
<td>Contractor</td>
<td>Certified Check</td>
<td>Base Bid</td>
<td>Alt. #1</td>
<td>Alt. #2</td>
<td>Alt. #3</td>
<td>Alt. #4 Alt. #5</td>
<td>Add'l per door for &quot;F&quot; opening</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
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<td></td>
</tr>
<tr>
<td>James Thompson &amp; Sons, Ames, IA</td>
<td>$17,500</td>
<td>$323,700</td>
<td>-15,100</td>
<td>-3100</td>
<td>-700</td>
<td>-4500</td>
<td>+5200</td>
<td>$44</td>
</tr>
<tr>
<td>The Weitz Company *, Des Moines, IA</td>
<td>$13,000</td>
<td>$343,650</td>
<td>-23,770</td>
<td>-2800</td>
<td>-1180</td>
<td>-4000</td>
<td>+4000</td>
<td>$40</td>
</tr>
</tbody>
</table>

* Alternate for Reynolds casement windows in lieu of steel sash in base bid -$1500.
WESTGATE DORMITORY - ESTIMATE OF COST. Business Manager Platt submitted the following report of the estimated cost of Westgate Dormitory and, upon the recommendation of the Building and Business Committee, it was approved:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Contract, base bid</td>
<td>$323,700</td>
</tr>
<tr>
<td>Less Alternate No. 3</td>
<td>700</td>
</tr>
<tr>
<td>Add for 82 add'l doors at 44 each</td>
<td>1,608</td>
</tr>
<tr>
<td>Architects' fees, 4.5% of $326,608</td>
<td>16,004</td>
</tr>
<tr>
<td>Physical Plant Expense</td>
<td></td>
</tr>
<tr>
<td>Utilities, electric service</td>
<td>2,800</td>
</tr>
<tr>
<td>Drives and parking</td>
<td>2,000</td>
</tr>
<tr>
<td>Landscaping and walls</td>
<td>2,300</td>
</tr>
<tr>
<td>Contingencies</td>
<td>2,500</td>
</tr>
<tr>
<td>Supervision</td>
<td>2,000</td>
</tr>
<tr>
<td>Builders Risk Insurance</td>
<td>588</td>
</tr>
<tr>
<td>Furnishings: 82 rooms, lounges, housemother suite and recreation room</td>
<td>35,000</td>
</tr>
</tbody>
</table>

Total Estimated Cost of Project $389,500

- $389,500 = $2375 per bed - complete cost
- $326,608 = $1991 per bed - building cost

Per cu. ft. $1.37  Per sq. ft. $11.99

SWINE NUTRITION FARM - WATER SYSTEM EXTENSIONS. Upon the recommendation of the Building and Business Committee, authority was granted for the construction of approximately 1,400 feet of two-inch water line with the necessary branch lines, frost-proof hydrants and watering platforms at the Swine Nutrition farm; the estimated cost of $4,500 to be paid from grants made by Clinton Company and Armour and Company for support of the swine nutrition program, and the work to be done by force account under the supervision of the College Farm Service.
SANITARY INTERCEPTOR SEWER - DAIRY FARM AND SWINE NUTRITION FARM - ACCEPTANCE.

Business Manager Platt submitted the following report of Ben V. Schaefer, Superintendent of the Physical Plant Department of the Iowa State College:

"An inspection of the work done by the Clark Construction Company in the construction of a Sanitary Interceptor Sewer linking two College Farms to the City of Ames System has been made. We find that the work is complete and has been in service for some time except for the following:

1. The contractor has provided in his bid an amount of $1,200.00 for the purchase of metering equipment. This metering equipment has been ordered by the Physical Plant Department but has not, as yet, been delivered. The quotation for this equipment is less than $600.00, which will mean that we will have a credit from the Clark Construction Company when this meter is installed.

"Inasmuch as the contract is otherwise complete, I wish to recommend acceptance of this contract with the understanding that the $1,200.00 would be withheld until the meter is installed, at which time a change order will be offered for your approval for the credit to the College of the difference between the allowance and the actual cost of the metering equipment."

On motion, which was seconded and passed, the Sanitary Interceptor Sewer, Dairy Farm and Swine Nutrition Farm, was accepted from the Clark Construction Company as of this date, November 5, 1954, and payment of the final estimate with the exception of $1,200.00 which is to be withheld pending installation of metering equipment, in accordance with the provisions of Chapter 573, 1954 Code of Iowa, was authorized.

REPLACEMENT OF TUNNEL PIPING - REPLACEMENT OF HIGH PRESSURE STEAM PIPING, NORTH TUNNEL - ACCEPTANCE. Business Manager Platt reported that the Replacement of High Pressure Steam Piping, North Tunnel, had been inspected and that it was found that the contractor, the Bishop Welding Service, Carlisle, Iowa, had completed the work in accordance with the plans and specifications and contract documents.

On motion, which was seconded and passed, the Replacement of High Pressure Steam Piping, North Tunnel, was accepted from the Bishop Welding Service as of this date, November 5, 1954, and payment of the final estimate in accordance
November 4-5-6, 1954 - Iowa State College

with the provisions of Chapter 573, 1954 Code of Iowa, was authorized.

ADDITION TO COOLING TOWER - ACCEPTANCE. Business Manager Platt reported that the Addition to Cooling Tower had been inspected and that it was found that the contractor, R. V. Leary, Des Moines, Iowa, had completed the work in accordance with the plans and specifications and contract documents.

On motion, which was seconded and passed, the Addition to Cooling Tower was accepted from R. V. Leary as of this date, November 5, 1954, and payment of the final estimate in accordance with the provisions of Chapter 573, 1954 Code of Iowa, was authorized.
November 4-5-6, 1954

IOWA STATE TEACHERS COLLEGE

The following business relating to the Iowa State Teachers College was transacted on November 5, 1954:

SALARY INCREASE. Upon the recommendation of President Maucker and the Faculty Committee, the salary of Dr. C. K. Phillips, assistant professor of Teaching, was increased from $4,900 to $5,250 for the academic year, effective at the beginning of the 1954-1955 winter quarter, in recognition of his successful completion of the requirements for the doctor's degree from the University of Missouri.

GIFT OF REAL ESTATE - MRS. C. S. CORY. President Maucker reported that all transactions had been completed regarding the transfer of the Cory property in Chickasaw County to the ownership of the State of Iowa for the use and benefit of the Iowa State Teachers College; that the deed has been recorded in Chickasaw County and in the State Land Office; and that the deed and abstract are on file at the Iowa State Teachers College. (See Board minutes of March 17-19, 1954.)

GIFT. President Maucker reported that the Chevrolet Motor Division of General Motors had given the Iowa State Teachers College on permanent assignment a "Skill-O-Meter" machine, valued at approximately $1,000.00, for testing reaction time, distance judgment, etc., and he stated that the machine was being placed in the temporary building used by Mr. Bert L. Woodcock, director of Safety Education, until adequate space can be provided to house the machine permanently. Upon the recommendation of the Faculty Committee the "Skill-O-Meter" machine was accepted from the Chevrolet Motor Division of General Motors.
CONTRACT WITH AETNA CASUALTY AND SURETY COMPANY - AETNA DRIVOTRAINER EQUIPMENT.

President Maucker reported that the Aetna Casualty and Surety Company had proposed to enter into a contract with the Iowa State Teachers College whereby the Company would loan to the Iowa State Teachers College about $10,000.00 worth of driver training equipment for use by the College in studying the extent to which on-the-road training can be reduced through the use of the Drivotrainer and in determining the optimum blend of on-the-road training and classroom behind-the-wheel training on the Drivotrainer; the Company to make the equipment available without cost to the College, to pay delivery charges, and assume full responsibility for maintenance and repair of the equipment during the period of the loan (from or about December 1, 1954, to December 1, 1955); and the obligations of the College with respect to the equipment to be as follows:

1. To provide a suitable and safe classroom with all necessary electrical wiring and connections.

2. To be responsible for damage to, or loss of, the equipment while the equipment is in the custody of the College other than that by an act of God or by a mechanical breakdown due to normal use or by normal wear and tear.

3. To provide for insurance on the equipment.

Upon the recommendation of the Faculty Committee and the Building and Business Committee, President Maucker was authorized to enter into a contract as outlined with the Aetna Casualty and Surety Company, Hartford, Connecticut, subject to approval by the Finance Committee, for the use of Aetna Drivotrainer Equipment provided arrangements can be made which would permit the Iowa State Teachers College to make public a final report of findings and conclusions if it wished to do so.

CAMPUS LABORATORY SCHOOL, UNIT A - ROOF LEAK. Business Manager Jennings reported that Viggo M. Jensen Company, general contractor for the construction of the Campus Laboratory School, Unit A, had ignored letters about a roof leak.
November 4-5-6, 1954 - Iowa State Teachers College

Upon the recommendation of the Building and Business Committee, Secretary Dancer was instructed to write a letter to Viggo M. Jensen Company and state that until a settlement is reached the amount of the claim would be withheld from an estimate due them.

November 6, 1954

ADJOURNMENT. The meeting adjourned at 11 a.m., November 6, 1954.

David A. Dancer, Secretary