

Ames, Iowa
December 11-12, 1958

A meeting of the State Board of Regents was held in Beardshear Hall
at the Iowa State College, Ames, Iowa, on December 11-12, 1958.

Present:

Members of the State Board of Regents

Mr. Barlow	All sessions
Mrs. Berkness	All sessions
Mrs. Evans	All sessions
Mr. Gillette	All sessions
Mr. Hagemann	All sessions
Mr. Plock	All sessions
Mrs. Rosenfield	All sessions
Mr. Stevens	All sessions
Mr. Strawman	All sessions

Members of the Finance Committee

Mr. Dancer	All sessions
Mr. Gernetzky	All sessions
Mr. Walsh	All sessions

State University of Iowa

President Hancher	All sessions
Provost Davis	All sessions
Vice President Business and Finance Jolliffe	All sessions
Director Jordan	All sessions

Iowa State College

President Hilton	All sessions
Provost Jensen	All sessions
Vice President Business and Finance Platt	All sessions
Director Elder	All sessions

Iowa State Teachers College

President Maucker	All sessions
Dean Nelson	All sessions
Business Manager Jennings	All sessions
Director Holmes	December 11, 1958

Iowa School for the Deaf

Superintendent Berg	All sessions
Business Manager Geasland	All sessions

Iowa Braille and Sight-Saving School

Superintendent Overbeay	All sessions
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State Sanatorium

Superintendent Spear	All sessions
Business Manager Wynn	All sessions

Secretary to Secretary Lenihan

All sessions

December 11-12, 1958 - General or miscellaneous

The Board met at 2:15 p.m., December 11, 1958, with President Hagemann in the chair and Mr. Dancer secretary of the meeting. (The Board meeting was preceded by meetings of the Educational Policy Committee and the Building and Business Committee which began at 9:30 a.m.)

GENERAL OR MISCELLANEOUS

The following business relating to general or miscellaneous matters was transacted on December 11, 1958:

DORMITORY PROGRAM - FACILITY FINANCING. At the meeting held on November 13-15, 1958, Secretary Dancer was requested to make arrangements with William Blair & Company to have a representative visit with the Board about its proposed plan for financing facilities. (See page 167, Board minutes of November 13-15, 1958.)

Edward McC. Blair and Stanford Madson, of the firm of William Blair & Company, Chicago, Illinois, appeared before the Board and outlined what they called a different approach to financing dormitories and other facilities at universities.

On motion, which was seconded and passed, the proposed plan was referred to the Finance Committee for further study and report back to the Board.

EXECUTIVE SESSION - RECESS, The Board resolved itself into executive session at 3:30 p.m. At 4:30 p.m. the Board arose from executive session and President Hagemann stated that the Board would take a recess until 9 a.m., December 12, 1958.

December 12, 1958

The following business relating to general or miscellaneous matters was transacted on December 12, 1958:

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PURCHASE OF EQUIPMENT - POLICY. At the meeting held on October 23-25, 1958, the formulation of a policy or procedure for the purchasing of equipment and supplies was referred back to the Building and Business Committee for further study and report back to the Board. (See Board minutes of October 23-25, 1958, page 91.)

The Building and Business Committee recommended that equipment and supplies be purchased by the institutional Business Manager acting through the institutional ~~Purchasing~~ Agent on the basis of quotations, except when special circumstances indicate otherwise.

Mrs. Rosenfield moved that the foregoing recommendation of the Building and Business Committee be adopted, and the motion was seconded by Mr. Stevens and passed.

TUITION AND FEES - SURVEY AND COMPARISONS. Mr. Gernetzky distributed copies of a report of tuition and fees charged at the State University of Iowa, the Iowa State College, the Iowa State Teachers College, and at comparable institutions in other states.

The presidents of the State University, the Iowa State College and the Iowa State Teachers College were requested to designate a staff member of their respective institutions to serve as a special committee of three to study the matter of tuition and fees and suggest some criteria or bases that could be used in arriving at a policy with respect to fixing tuition and fees in connection with the item "Long Range Planning and Issues" that appears on the docket.

APPROVAL OF MINUTES. On motion, which was seconded and passed, the minutes of the meeting the State Board of Regents held on November 13-15, 1958, were corrected and approved.

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STUDY COMMITTEE ON HIGHER EDUCATION IN ICWA. President Hancher stated that it was his understanding that Gaylord M. Couchman, President of the University of Dubuque and also President of the Iowa College Presidents Association, would appoint a special committee of three to draft necessary legislation for an appropriation for the Study Committee on Higher Education in Iowa, and to see that it is introduced into the 58th General Assembly and supported. (See page 97, Board minutes of October 23-25, 1958.)

IOWA JOINT COMMITTEE ON EDUCATIONAL TELEVISION. At the meeting held on October 23-25, 1958, further consideration of the report prepared by the Subcommittee to Correlate Current Programming, Iowa Joint Committee on Educational Television, was carried over until the next meeting.

President Hancher, President Hilton, and President Maucker recommended that the current program of the Iowa Joint Committee on Educational Television be continued during the 1959-1961 biennium on much the same basis as the present program, and that no request be filed with the legislature for funds for an expanded program.

Secretary Dancer stated that the budget of the Iowa Joint Committee on Educational Television for the next biennium should be increased by approximately \$5,400.00 annually to cover the cost to WOI-TV of televising the programs, beginning July 1, 1959, the increase to be paid 50% by the State Department of Public Instruction and 50% by the State University, the Iowa State College, and the Iowa State Teachers College. The total annual budget for continuing the present educational television program during the 1959-1961 biennium would be approximately \$12,900.00.

On motion, which was seconded and passed, the recommendation of the presidents relative to the program of the Iowa Joint Committee on Educational

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Television was accepted, subject to concurrence by the State Board of Public Instruction.

COUNSELING AND GUIDANCE PROGRAMS FOR FRESHMEN. At the meeting held on October 23-25, 1958, the presidents of the State University, the Iowa State College, and the Iowa State Teachers College were requested to report to the Board about the counseling and guidance programs for freshmen. (See page 101, Board minutes of October 23-25, and page 146, Board minutes of November 13-15, 1958.)

Millard Kratochvil, director of the Office of Student Affairs, and J. C. Schilletter, director of Residence Halls, reviewed the programs of the Iowa State College for the counseling and guidance of freshmen; and President Maucker told about the programs at the Iowa State Teachers College.

STATE FAIR EXHIBITS. The presidents of the State University, the Iowa State College, and the Iowa State Teachers College recommended that the exhibits of the institutions under the State Board of Regents for the state fairs be discontinued, effective with the 1959 State Fair; and Mr. Gillette moved that the recommendation be accepted. The motion was seconded by Mr. Barlow and passed.

DORMITORY OPERATIONS - REPORT FOR 1957-1958. Mr. Walsh distributed copies of a report dated December 4, 1958, regarding the operation of dormitories, married student housing and food service at the State University, the Iowa State College, and the Iowa State Teachers College for the year 1957-1958. President Hagemann stated that the report should be discussed at the next meeting of the Board. (See Board minutes of June 19-20, 1958, page 378.)

INVESTMENTS - REPORT. Mr. Gernetzky submitted a statement of the investments made by the Finance Committee during the month of November, 1958.

BUDGET CHANGES - OFFICE OF STATE BOARD OF REGENTS. Upon the recommendation of

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the Finance Committee the following salary increases and changes of classification, in accordance with the State Compensation and Classification Plan, were made:

Carol Bowers, Field Worker I
from \$4380 to \$4740, effective 1/1/59

Ann Bruning, Bookkeeper IV
from \$3660 to \$3828, effective 1/1/59

Ann Rohn, Stenographer III
from Steno III to Steno IV, effective 1/1/59
from \$3480 to \$3660, effective 1/1/59

Cecilia McGrevey, Stenographer III
from \$3240 to \$3480, effective 1/1/59

Ernestine Conradi, Stenographer II
from Steno II to Steno III, effective 1/1/59
from \$3120 to \$3240, effective 1/1/59

58th GENERAL ASSEMBLY - LEGISLATIVE PROCEDURE. The procedures for handling legislative matters were discussed, and it was agreed that unless by specific request no contacts should be made with members of the legislature or with state officials without the knowledge and sanction of the Board's central office in Des Moines; that the Finance Committee should be informed at all times by members of the State Board of Regents and institutional personnel of contacts that are made and information furnished; and that all reports should be transmitted through the Board's office.

58TH GENERAL ASSEMBLY - CIVIL SERVICE BILL. It was agreed that if a civil service bill is introduced into the 58th General Assembly all employees under the State Board of Regents should be exempt from the provisions of such a bill.

NEXT MEETING. The next meeting of the State Board of Regents was scheduled to be held in the Board's office in the State Office Building, Des Moines, Iowa, on January 15-16, 1959.

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IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on December 12, 1958:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the Iowa School for the Deaf for the month of November, 1958, were approved and ratified.

SALE OF LAND - LEWIS TOWNSHIP SCHOOL DISTRICT. At the meeting held on November 13-15, 1958, the Finance Committee was authorized to request the Attorney General of Iowa to draw up an option agreement for the sale of a tract of about 23 acres belonging to the Iowa School for the Deaf to the Lewis Township School District. (See page 103, Board minutes of October 23-25, 1958, and page 168, Board minutes of November 13-15, 1958.)

The following option contract was submitted, and the Building and Business Committee recommended that the option be granted:

KNOW ALL MEN BY THESE PRESENTS:

That the State Board of Regents of the State of Iowa, hereinafter called the first party in consideration of \$1.00 and other good and valuable considerations, to first party in hand paid by the Lewis Township School Board, hereinafter called the second party, do hereby grant unto the second party the option to purchase certain acreage consisting of approximately 23 acres in the NW $\frac{1}{4}$ SW $\frac{1}{4}$ and SW $\frac{1}{4}$ SW $\frac{1}{4}$ Sec. 8 - Twp. 74N Rge 43W Pottawattamie County now owned by the state and extending west from Highway 375 to the Wabash Right of Way from the present land owned by Lewis Township District on the South to the land belonging to Ben Sieck on the North so as to eliminate the remainder of any piece of land between the proposed purchased land the present boundary of State School land. (A more detailed description to be established and furnished by a surveyor.) Upon the following terms and conditions to wit:

1. Said option shall continue until and including the 30th day of June, 1959.
2. The purchase price of said real estate shall be \$750.00 per acre. The actual amount of land shall be determined by a qualified surveyor.

3. The second party shall have the land surveyed by a qualified person, such person to be approved by the first party prior to the survey. The approved surveyor shall furnish a suitable legal description and plat of the land in question at the expense of the second party.
4. The second party shall pay all prior cost of appraisal made as a direct result of this option and will pay for any expense to secure an abstract.
5. The second party agrees that the patent transferring title to the real estate referred to herein shall contain the following clause:

Provided that in case the real estate described herein shall not be used exclusively for school purposes, the same shall revert to and become the property of the State of Iowa.

6. Possession of said premises is to be given second party upon full settlement and upon the delivery to the second party of a proper patent executed by the State of Iowa transferring title; it being understood and agreed that right is reserved in first party to the 1959 crop or crops planted prior to delivery of said patent.
7. Final settlement shall be made as soon as funds for said purchase are available by public bond issue, it being understood and agreed that said bond issue, if approved, will allow the funds to be available for final settlement not later than said June 30, 1959.
8. This option may be exercised by written notice sent by registered mail addressed to the Business Office of the Iowa School for the Deaf, Council Bluffs, Iowa, Pottawattamie County.

IN WITNESS WHEREOF said parties have hereunto set their hands in triplicate this _____ day of November, 1958.

Mr. Strawman moved that the foregoing option contract be approved, subject to approval by the Executive Council of Iowa, and that the Secretary of the State Board of Regents be authorized to sign it. The motion was seconded and on roll call the vote was as follows:

Aye: Mr. Barlow, Mrs. Berkness, Mrs. Evans, Mr. Gillette, Mr. Plock, Mrs. Rosenfield, Mr. Stevens, Mr. Strawman, and Mr. Hagemann.

Nay: None.

Absent or not voting: None.

The chairman declared the motion passed.

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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 December 12, 1958:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the Iowa Braille and Sight-Saving School for the month of November, 1958, were approved and ratified.

POWER PLANT REPAIRS - DEAERATING HEATER AND CONDENSATE TANK - ADDITIONAL EQUIPMENT. Upon the recommendation of the Building and Business Committee authority was granted for the purchase and installation of the following additional equipment for the project, Power Plant Repairs - Deaerating Heater and Condensate Tank, subject to approval by the Budget and Financial Control Committee:

Feedwater pressure differential regulation station	\$260.00	
Spring loaded check valve	20.00	
Cost of installation - Labor (School force), miscellaneous pipe, valves, and fittings	<u>220.00</u>	\$500.00

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STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on December 12, 1958:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the State Sanatorium for the month of November, 1958, were approved and ratified.

MANUAL SIGNATURE. The following resolution was submitted:

RESOLVED, that the First National Bank and the Iowa State Bank and Trust Company, both located at Iowa City, Iowa, as designated depositories of the State Sanatorium be and they are hereby requested, authorized, and directed to honor checks, drafts, or other orders for payment of money drawn in the name of the State Sanatorium, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof when bearing or purporting to bear the manual signatures of Wayne R. Lacina, Treasurer, and Milo D. Wynn, Secretary and Business Manager; and the said banks shall be entitled to honor and to charge said State Sanatorium for such checks, drafts, or other orders, if such signatures resemble the facsimile specimens duly certified to or filed with the said banks by the Treasurer and the Business Manager of the State Sanatorium.

Mr. Barlow moved that the foregoing resolution be adopted. The motion was seconded by Mr. Gillette and passed.

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STATE UNIVERSITY OF IOWA

The following business relating to the State University of Iowa was transacted on December 12, 1958:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the State University for the month of November, 1958, were approved and ratified.

LEAVE OF ABSENCE. Upon the recommendation of the Educational Policy Committee and President Hancher, the Reverend Robert J. Welch, associate professor in the School of Religion, College of Liberal Arts, was granted a leave of absence without salary or insurance for the second semester of the academic year 1958-1959 and the first semester of the academic year 1959-1960.

DEATHS. Mr. Plock stated that President Hancher had reported to the Educational Policy Committee deaths as follows:

Frank A. Stromsten, associate professor emeritus in the Department of Zoology, College of Liberal Arts, on November 26, 1958, at Iowa City. He had been a member of the staff for 56 years.

Higdon B. Elkins, professor in the Department of Radiology, College of Medicine, on November 29, 1958, at Iowa City. He had been a member of the staff since 1947.

Clifford R. Rasley, head cashier in the Business Office, on November 11, 1958. He had been with the State University since 1931.

ENDOWMENT FUNDS - THE BENJAMIN F. SHAMBAUGH FUND - JOHN F. MURRAY ENDOWMENT FUND - CONGER REYNOLDS ACHIEVEMENT AWARD TRUST. Copies of the will of Bertha M. H. Shambaugh, establishing The Benjamin F. Shambaugh Fund, the will of Bessie Dutton Murray, establishing the John F. Murray Endowment Fund, and the trust agreement creating the Conger Reynolds Achievement Award Trust, with related papers, were distributed to members of the State Board of Regents for study and

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consideration and discussion at the next meeting to determine the responsibility of the State Board of Regents under the terms of the wills and trust agreements.

COURSE IN ORTHOPTICS - FEE AUTHORIZATION. The Educational Policy Committee reported that the following recommendation had been submitted:

That a fee of \$58 be established for the twelve-month non-credit course in Orthoptics, effective February 1, 1959, one-half the fee to be paid at the time of registration (February or September) and the balance on the alternate date; this fee to include student activity privileges, to permit students enrolled in the course to be housed in University dormitories, and to make them subject to all University rules and regulations; fees may be refunded by the Registrar on the refund schedule previously approved.

Upon the recommendation of the Educational Policy Committee, establishment of the proposed fee for a course in Orthoptics was carried over until further information and a report about the offering of any similar courses are received.

INSURANCE - FINE ARTS OBJECTS. The Building and Business Committee reported that the State University had received quotations for insurance on fine arts objects. (See page 176, Board minutes of November 13-15, 1958.)

Upon the recommendation of the Building and Business Committee the low quotation of the American Central Insurance Company, Policy No. 1FA 825580, Caldwell Insurance Agency, Iowa City, Iowa, for overall coverage on fine arts objects for a net premium of \$367.95 for three years, beginning December 21, 1958, was accepted, and the Business Manager of the State University was authorized to purchase that insurance.

HAWKEYE APARTMENTS (MARRIED STUDENT HOUSING) - REFRIGERATORS AND STOVES. The Building and Business Committee reported that the State University had received quotations for 192 refrigerators and stoves for the Hawkeye Apartments, and copies of the tabulations of the quotations were distributed.

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Upon the recommendation of the Building and Business Committee the contracts for refrigerators and stoves for the Hawkeye Apartments were awarded on the basis of low quotations for 10.8 refrigerators and three-burner 21" electric stoves, as follows, and authority was granted for issuing purchase orders:

192 Apartment type refrigerators, 10.8 cu. ft., to Frigidaire Sales Corporation, 1200 N. Homan, Chicago, Illinois,	\$130.02 each
192 Hotpoint three-burner 21" electric stoves, to Rock Smith Company, 1111 East River Drive, Davenport, Iowa	86.50 each

DORMITORY FINANCING - UNIVERSITY DORMITORY THIRD SUPPLEMENTAL LOAN AGREEMENT - HAWKEYE APARTMENTS (192 UNITS MARRIED STUDENT HOUSING). The University Dormitory Third Supplemental Loan Agreement covering a loan of \$2,630,000 from Bankers Life Company and Equitable Life Insurance Company of Iowa for additional dormitory facilities at the State University of Iowa, consisting of married student housing known as Hawkeye Apartments Project, was submitted; and the following resolution regarding the Third Supplemental Loan Agreement was presented:

RESOLVED, that the University Dormitory Third Supplemental Loan Agreement between the Iowa-Des Moines National Bank, Central National Bank & Trust Company, Merchants National Bank, Bankers Life Company, Equitable Life Insurance Company of Iowa, and the State Board of Regents be approved and adopted; and

BE IT FURTHER RESOLVED, that the President and the Secretary of the State Board of Regents be and they are hereby authorized, empowered and directed to execute said University Dormitory Third Supplemental Loan Agreement and deliver the same in any number of duly executed counterparts as the valid obligation of this Board; and that the promissory notes and any and all other instruments or actions necessary or proper to evidence and carry out the terms of said University Dormitory Third Supplemental Loan Agreement may be executed and taken by any one of the following:

Carl Gernetzky, Chairman, Finance Committee, State Board of Regents;
Arthur Weldon Walsh, member Finance Committee, State Board of Regents;
David A. Dancer, Secretary, State Board of Regents;

and any action taken or document executed as herein provided shall be the valid obligation of this Board; and

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BE IT FURTHER RESOLVED, that the Secretary and any other member of this Board be authorized to certify copies of this Resolution to whom it may concern.

Mr. Strawman moved that the foregoing resolution be adopted, and the motion was seconded by Mrs. Berkness and passed.

PURCHASE OF PROPERTY - SOPHUS S. H. HANSEN AND MARY KNEZU HANSEN. The Building and Business Committee reported that the property located at 127 South Capitol Street, Iowa City, Iowa, owned by Sophus S. H. Hansen and Mary Knezu Hansen, had been offered for sale to the State University of Iowa at a price of \$18,500.00; that the property is needed for the use and benefit of the State University of Iowa; and that the Committee had authorized the Finance Committee to request the Budget and Financial Control Committee to allocate \$18,500.00 from the General Contingent Fund for the purchase of the property, because no other funds are available for that purpose.

On motion, which was seconded and passed, the report of the Building and Business Committee was approved and the action ratified.

PURCHASE OF PROPERTY - ALLOCATION OF FUNDS. Secretary Dancer reported that the Budget and Financial Control Committee had refused to allocate funds from the General Contingent Fund for the purchase of the following properties: (See page 177, Board minutes of November 13-15, 1958, and page 203, these minutes.)

129 South Capitol Street, owned by the Iowa State Bank and Trust Company,
Iowa City, Iowa.

127 South Capitol Street, owned by Sophus S. H. Hansen and Mary Knezu Hansen,
Iowa City, Iowa.

EAST HALL ALTERATIONS - DEPARTMENT OF PSYCHOLOGY. Upon the recommendation of the Building and Business Committee a project and remodeling plans for remodeling the fourth floor of the northeast wing of East Hall for an Animal Laboratory, Department of Psychology, were approved; the Division of Planning and Construction of the Physical Plant Department was designated as architect; the

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Following project budget, including the acceptance of federal funds, was approved; and the Finance Committee was authorized to approve the final plans and specifications and advertise for bids on the work that cannot be done by the Physical Plant Department:

Funds available

National Institutes of Health - Health Research	
Facilities - Grant RC-519	\$22,415.00
Repairs, Replacements and Alterations and Equipment Fund	<u>22,415.00</u>
Total available	\$44,830.00

Estimated expenditures

Planning and supervision	\$1,500.00	
General construction	7,500.00	
Purchase and installation of central air-conditioning unit	22,500.00	
Purchase and installation of sound proof cubicles	6,000.00	
Plumbing and electrical modifications	3,000.00	
Equipment	<u>4,330.00</u>	
Total estimated expenditures		\$44,830.00

DORMITORIES - BOARD AND ROOM RATES. Mr. Strawman moved that the following board and room rates be established for dormitories for the year 1959-1960, effective as indicated, and the motion was seconded by Mrs. Evans and passed, with Mrs. Rosenfield voting "no".

Effective Academic Year 1959-1960

	From 1958-59	To 1959-60	Amount of Increase	Percent of Increase
Boarding Dormitories, Men or Women Doubles and Triples	\$730	\$780	\$50	6.85
Singles (and doubles and quadruples with bath)	810	870	60	7.41
Non-Boarding Dormitory, Men Quadruples and triples	255	280	25	9.80

Effective Summer Session 1959

	From 1958	To 1959	Amount of Increase	Percent of Increase
Boarding Dormitories, Men or Women Doubles and triples	\$174	\$186	\$12	6.90
Singles (and doubles and multi- ples with bath)	198	212	14	7.10

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	From 1958	To 1959	Amount of Increase	Percent of Increase
Doubles as singles	\$ 216	\$232	\$16	7.40
Non-Boarding Dormitories, Men or Women				
Doubles and multiples	60	66	6	10.00
Singles (and doubles and multiples with bath)	84	92	8	9.52
Doubles as Singles	102	112	10	9.80

Married Student Housing

For Married Student Housing there is no change in rates.

LEASE - TENANT PROPERTY. Mr. Strawman moved that the Business Manager of the State University be authorized to execute a lease with Dr. John T. Hayward-Burt for the tenant property at 217 Grand Avenue at a rental of \$100.00 a month for the period November 17, 1958, to September 1, 1959. The motion was seconded and on roll call the vote was as follows:

Aye: Mr. Barlow, Mrs. Berkness, Mrs. Evans, Mr. Gillette, Mr. Plock, Mrs. Rosenfield, Mr. Stevens, Mr. Strawman, and Mr. Hagemann.

Nay: None.

Absent: None.

The chairman declared the motion passed.

SURVEY OF POWER PLANT - REPORT. At the meeting held on February 13, 1958, the proposal of the Brown Engineering Company for making an analysis of the costs of generating electrical energy at each of the institutions, to determine the economic advantage or disadvantage of generating electrical energy, was accepted. (See Board minutes of April 11, 1957, December 12-13, 1957, January 9-10, 1958, February 13-14, 1958, and page 431, June 19-20, 1958.)

Mr. Kenneth R. Brown and John V. Gebuhr, of the Brown Engineering Company, Des Moines, Iowa, appeared before the Board and submitted copies of a report entitled "Investigation and Report - Electric Generation Costs - State University of Iowa". The summary and recommendations in the report are as follows:

"Summary.

"It has been found that the cost, including equivalent fixed charges, of generating electrical energy at the State University of Iowa averages \$0.00691 per kilowatt hour. This is \$0.00409 per kilowatt hour less than the lowest estimated rate at which electrical energy could be purchased from independent private utilities.

"It is estimated that by continuing operations utilizing extraction type turbines, the University will save approximately \$1,423,000 in operating costs in the 12-year period from 1958 through 1970.

"It was also determined that straight condensing operation of the turbines would increase the turbine heat rate from the present average of 12,397 Btu per kilowatt hour to 17,420 Btu per kilowatt hour. The fuel cost for this type of operation would increase from \$0.00472 to \$0.00664 per kilowatt hour. This operation would result in an overall cost of \$0.00883 per kilowatt hour. The estimated annual savings in the 1958-1970 period, if straight condensing operation were utilized, would average \$62,930, or \$755,160 for the 12-year period.

"Recommendations.

It is recommended that the University continue generation of its own electrical energy requirements. It is further recommended that the University continue its practice of billing such activities as residence halls, laundry, Memorial Union, University hospitals, and other non-academic users for the power supplied to them from the University Power Plant. Electrical requirements should be charged for at rates which will produce revenue for the University Power Plant in excess of the cost of generation, but these rates should also be lower than rates for equivalent electric service furnished by outside sources.

"It is recommended that cost accounting of utility services be instituted and that financing of capital improvements for utility services be done by bond issues payable from earnings from the sale of utilities and from annual allocations of University operating funds rather than by lump sum appropriations made by the Iowa Legislature as capital improvement needs occur. Present State Statutes make no provision for this type of financing. Methods of financing should be studied and Legislative authority should be requested to permit this type of capital improvement financing.

"It is further recommended that power plant accounting be instituted which will accurately reflect the capital improvement costs for electric generation.

"Present plans for adding gas burning equipment to two boilers should be supported. This improvement will result in fuel savings estimated to exceed \$15,000 per year.

"The request for capital improvement funds for increasing the steam line to the campus is recommended as a "must" for proper utilization of the operating economies now inherent in the plant, but which are limited due to the lack of capacity in the steam distribution system.

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"It is recommended that the University inaugurate immediately a long range program of increasing steam operating conditions to 250 psig, 500 F. All new additions or alterations should be specified for these conditions. Initially, two boilers and the two 3,000 kw turbine generators can be converted to approximately these conditions at a capital improvement cost of less than \$100,000. This investment will return \$15,000 in the first year, in the form of fuel savings, and the return will increase to an estimated annual savings in excess of \$25,000 by 1970.

BURGE HALL - DINING SERVICE COMPLETION - ACCEPTANCE. The Building and Business Committee reported that on December 2, 1958, Mr. Jenks for the State University and Mr. T. E. Foster for the contractor inspected the Walk-in Cooler, Dining Service Completion, Burge Hall, and found that the contractor, Low-Temp Insulations, Omaha, Nebraska, had completed the work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the Walk-in Cooler, Dining Service Completion, Burge Hall, was accepted as of this date, December 12, 1958, from the contractor, Low-Temp Insulations, Omaha, Nebraska, and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

BURGE HALL - MISCELLANEOUS SERVICES COMPLETION (UTILITIES COMPLETION) - ACCEPTANCE. The Building and Business Committee reported that on December 2, 1958, Mr. Peck for the State University and Mr. Hannah for the contractor, Robbins Electric Company, Moline, Illinois, inspected the electrical work of the Miscellaneous Services Completion (Utilities Completion), Burge Hall, and found 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 electrical work of the Miscellaneous Services Completion, Burge Hall, was accepted as of this date, December 12, 1958, from the Robbins Electric Company, Moline,

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IOWA STATE TEACHERS COLLEGE

The following business relating to the Iowa State Teachers College was transacted on December 12, 1958:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the Iowa State Teachers College for the month of November, 1958, were approved and ratified.

SALARY ADJUSTMENT. Upon the recommendation of the Educational Policy Committee and President Maucker, the salary of Harland Samson, instructor and trainee in Distributive Education, was changed from \$5,850 to \$6,750 for the academic year effective as of November 1, 1958. Mr. Samson is to be assigned 1/5 time to work for the State Department of Public Instruction for the period November 1, 1958, to June 3, 1959, as a temporary replacement for Mr. Edwin Nelson, and the State Department of Public Instruction is to reimburse the College 1/5 of his present salary rate plus \$100 a month for seven months.

LEAVE OF ABSENCE. Upon the recommendation of the Educational Policy Committee and President Maucker a leave of absence without salary was granted to Dr. R.R. Fahrney, professor of History, for personal reasons, for the period January 26, 1959, to June 3, 1959.

STUDENT FEES - ADVANCED PAYMENT. Upon the recommendation of the Educational Policy Committee and President Maucker the following proposal for advanced payment of student fees was adopted:

1. For all new, full-time, undergraduate students seeking admission to Iowa State Teachers College for the academic year, an advanced payment on fees will be required. This payment will be due within two weeks after the student has been notified of the acceptance or conditional acceptance of his application for admission. This will become effective for the fall

semester 1959.

For all students, except those with Student Aid Scholarships, the amount of the advanced payment will be \$50. For the student with a partial fee exemption, the amount of the advanced payment will be \$20.

2. The advanced fee payment will be refunded if the student notifies the Office of the Registrar of his desire to cancel his admission by August 15 for the fall semester enrollees or by January 1 for the spring semester enrollees.
3. Cancellations received after August 15 (or January 1) will not entitle applicant to any refund of the advanced payment. Where unusual circumstances would seem to justify the making of refunds after the above date(s), (e.g., serious illness, entering the armed forces), the decision as to whether a refund is warranted will be made by the Registrar.
4. If the advanced fee payment has been forfeited, the entire sum (either \$20 or \$50) will go into the general fund.
5. No advanced payment on Student Fee will be required of Graduate Students.
6. In addition to this advance payment, it is planned to continue the present \$15 room deposit for students who plan to live in a college residence hall.

CAMPUS LABORATORY SCHOOL - RECREATION AND ATHLETIC AREA, GROUNDS DEVELOPMENT -
SITE GRADING - CONCRETE WORK - ACCEPTANCE. The Building and Business Committee reported that the site grading and the concrete work in connection with the Grounds Development of the Recreation and Athletic Area, Campus Laboratory School, had been inspected by representatives of the Iowa State Teachers College and the contractor, and they found the work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the following work in connection with the Grounds Development of the Recreation and Athletic Area, Campus Laboratory School was accepted as of this date, December 12, 1958, from the contractor indicated and payment of the final estimates in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized:

Contracted Work
Site grading
Concrete work

Contractor
Orlan A. Saucke, Waterloo, Iowa
Orlan A. Saucke, Waterloo, Iowa

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FIRE AND EXTENDED COVERAGE INSURANCE - COLLEGE COURTS ADDITION. The Building and Business Committee reported that on November 17, 1958, the Business Manager of the Iowa State Teachers College received bids for fire and extended coverage insurance for a three-year term on the College Courts Addition (Married Student Housing), and a tabulation of the bids was distributed.

Upon the recommendation of the Building and Business Committee the bid of Hansen & Hansen Agency for a policy issued by the Danish Mutual Insurance Association was rejected because it is a county mutual assessment company, and the low bid of the Joe Petersen Agency for a policy of the Employers Mutual Casualty Company, Des Moines, Iowa, was accepted and the Business Manager of the Iowa State Teachers College was authorized to purchase the insurance from that firm on the basis of its bid of a premium of \$1,294.38 for three years, the fire and extended coverage on 24 units being as follows:

Buildings	\$180,000.00
Equipment	4,000.00

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IOWA STATE COLLEGE

The following business relating to the Iowa State College was transacted on December 12, 1958:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the Iowa State College for the month of November, 1958, were approved and ratified.

RESIGNATION. Upon the recommendation of the Educational Policy Committee and President Hilton the resignation of Alfred Hausrath, associate professor of Theoretical and Applied Mechanics, was accepted effective as of December 3, 1958. He has accepted a position with Convair Astronautics, San Diego, California.

LEAVES OF ABSENCE. Upon the recommendation of the Educational Policy Committee and President Hilton the following requests for leaves of absence were granted:

Richard Phillips, professor of Agricultural Economics and Rural Sociology, for the period January 5, 1959, through June 30, 1959, without salary, to accept a temporary assignment with the American Institute of Cooperation as Land-Grant College Consultant.

Marvin Anderson, associate director-professor of Agricultural and Home Economics, Extension Service, for the period January 19, 1959, through April 18, 1959, without salary, to accept a temporary assignment with the Ford Foundation in India.

George M. Beal, professor of Agricultural Economics and Rural Sociology, for the period January 19, 1959, through April 19, 1959, without salary, to accept a temporary assignment with the Ford Foundation with the Indian Government on its National Agricultural Production Program.

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

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Raymond R. Beneke, from associate professor of Agricultural Economics and Rural Sociology, at a salary of \$8,200 (\$6,200 Educational Support; \$2,000 Agricultural Experiment Station), twelve months' basis, plus annuity, to professor of Agricultural Economics and Rural Sociology, at a salary of \$8,800 (\$6,600 Educational Support; \$2,200 Agricultural Experiment Station), twelve months' basis, plus annuity, effective January 1, 1959.

Richard Phillips, from associate professor of Agricultural Economics and Rural Sociology, at a salary of \$10,500 (\$2,950 Agricultural and Home Economics Extension Service; \$5,250 Agricultural Experiment Station; \$2,300 Trusts & Specials - AMA Grain Marketing), twelve months' basis, plus Federal Civil Service and state retirement, to professor of Agricultural Economics and Rural Sociology, at a salary of \$10,500 (\$2,950 Agricultural and Home Economics Extension Service; \$5,250 Agricultural Experiment Station; \$2,300 Trusts & Specials - AMA Grain Marketing), twelve months' basis, plus Federal Civil Service and state retirement.

APPOINTMENT. Upon the recommendation of the Educational Policy Committee and President Hilton, Sueo Aso was appointed visiting associate professor of Botany at a salary of \$1,200 for the period October 20, 1958, through June 30, 1959.

EXECUTIVE SESSION - REPORT. President Hagemann reported that in executive session on December 11, 1958, the following actions were taken:

Appointment. Upon the recommendation of the Educational Policy Committee and President Hilton, Mervin S. Coover, professor and acting dean of the Division of Engineering, was appointed professor and dean emeritus of the College of Engineering, effective March 1, 1959.

Salary Increases and Promotions. Upon the recommendation of the Educational Policy Committee and President Hilton the following salary increases and promotions were made:

George R. Town, from professor of Electrical Engineering and associate director of the Engineering Experiment Station, at a salary of \$12,500 (\$3,650 Educational Support; \$8,850 Engineering Experiment Station), twelve months' basis, plus annuity, to professor of Electrical Engineering, dean of the Division of Engineering, director of the Engineering Experiment Station, and director of Engineering Extension Service, at a salary of \$15,000 (\$11,150 Educational Support, \$3,850 Engineering Experiment Station), twelve months' basis, plus annuity, effective March 1, 1959.

David R. Boylan, from professor of Chemical Engineering, at a salary of \$10,500 (\$5,350 Educational Support; \$5,150 Engineering Experiment Station) twelve months' basis, plus annuity, to professor of Chemical Engineering and associate director of the Engineering Experiment Station, at a salary of \$11,100 (\$5,350 Educational Support; \$5,750 Engineering Experiment Station), twelve months' basis, plus annuity, effective March 1, 1959.

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John E. Lagerstrom, from assistant professor, Electrical Engineering, and assistant to the Dean of the Division of Engineering, at a salary of \$8,000 from Educational Support, twelve months' basis, plus annuity, to associate professor, Electrical Engineering, and assistant dean of the Division of Engineering, at a salary of \$9,200 from Educational Support, twelve months' basis, plus annuity, effective January 1, 1959.

Mr. Plock moved that the foregoing actions taken in executive session be approved and ratified. The action was seconded by Mr. Gillette and passed.

CATTLE BARN FIRE REPLACEMENT. The Building and Business Committee reported that on December 10, 1958, a public hearing was held about the Cattle Barn Fire Replacement, at which no objectors appeared and no objections were filed, and bids for the construction of the project were received and opened. A tabulation of the bids was distributed.

Upon the recommendation of the Building and Business Committee the contract for the construction of the cattle barn replacement was awarded to the low bidder, J. E. Whitfield Construction Company, Ames, Iowa, on the basis of that firm's base bid of \$16,109.00; the Secretary of the State Board of Regents was authorized to sign the contract when a satisfactory bond has been filed; and the following project budget was adopted, subject to approval by the Budget and Financial Control Committee:

Funds available

Allocation from General Contingent Fund by Budget and Financial Control Committee, or so much thereof as is necessary \$25,000.00

Estimated expenditures

General contract, J.E. Whitfield Construction Co.	\$16,109.00	
Physical Plant expenses (estimated)		
Clean-up of debris and window replacement	\$1,491.00	
Purchase of tile	1,350.00	
Wiring and lights	300.00	
Hay track system	<u>350.00</u>	3,491.00
Hay loss		2,600.00
Contingencies		<u>800.00</u>
		\$23,000.00

ATOMIC ENERGY COMMISSION - RADIATION RESEARCH CONTRACT. Upon the recommendation of the Building and Business Committee the State Board of Regents gave general approval to acceptance of a Radiation Research contract with the Atomic

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Energy Commission, subject to further negotiations and final approval by the Finance Committee, the title of the project being "Genetic Results of Irradiating Swine"; and authorized the Iowa State College officials:

1. To negotiate a lease with the Atomic Energy Commission for a site for a laboratory building to be constructed on the campus.
2. To negotiate a trust agreement with Benjamin F. Bilsland.
3. To negotiate with architects and engineers for services for the preparation of plans and specifications for buildings and other improvements required for this project.

WINDSTORM DAMAGE. The Building and Business Committee reported that on November 17, 1958, a windstorm damaged buildings on the Swine Nutrition, the Swine Feeding, and the Veterinary Research farms and various campus buildings; and that the estimated cost of repairing the damage is \$1,000.

Upon the recommendation of the Building and Business Committee the Secretary of the State Board of Regents was authorized to request the Budget and Financial Control Committee to allocate funds from the General Contingent Fund to reimburse the Iowa State College for the cost of repairing the windstorm damage to buildings.

TENANT PROPERTY - LEASE. Mr. Strawman moved that the Vice President for Business and Finance of the Iowa State College be authorized to sign a lease with Fred W. Tonne, Campus Security Chief, for the Georgia White house for the period November 16, 1958, through June 30, 1959, at a rental of \$50.00 a month.

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

Aye: Mr. Barlow, Mrs. Berkness, Mrs. Evans, Mr. Gillette, Mrs. Rosenfield, Mr. Stevens and Mr. Strawman.

Nay: None.

Absent: Mr. Flock

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The chairman declared the motion passed.

BUILDING B, ADDITIONS. Upon the recommendation of the Building and Business Committee authority was granted for the construction of additions to Building B to provide additional space for the Engineering Experiment Station, the estimated cost of \$8,000 to be paid from the appropriation for Repairs, Replacements and Alterations, and the work to be done by the Physical Plant Department.

HAWTHORNE APARTMENTS - RENTAL RATES. Upon the recommendation of the Building and Business Committee the following rental rates were established for the Hawthorne Apartments, effective September 1, 1959:

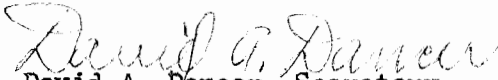
Hawthorne Apartments Addition (100 units)

Students	\$56 a month
Staff	70 a month

Original Hawthorne Apartments (96 units)

Students (no change)	\$52.50 a month
Staff (now \$66.50)	70.00 a month

ADJOURNMENT. The meeting was adjourned at 4 p.m., December 12, 1958.


David A. Dancer, Secretary