

Des Moines, Iowa
December 14-15, 1961

The State Board of Regents met in its office in the State Office Building, Des Moines, Iowa, on December 14 and 15, 1961.

Present:

Members of the State Board of Regents

Mr. Crabbe	All sessions
Mrs. Evans	All sessions
Mr. Hagemann	All sessions
Mr. Molison	All sessions
Mr. Noehren	All sessions
Mr. Oberhausen	All sessions
Mr. Redeker	All sessions
Mrs. Rosenfield	All sessions
Mrs. Valentine	All sessions

Members of the Finance Committee

Chairman Gernetzky	All sessions
Secretary Dancer	All sessions
Mr. Cottrell	All sessions

Office of the State Board of Regents

Secretary to Secretary Lenihan	All sessions
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State University of Iowa

President Hancher	All sessions
Provost Davis (Committee meetings 12/14/61)	No session
Vice President Jolliffe	All sessions
Director Jordan	All sessions

Iowa State University

President Hilton	All sessions
Vice President Parks	All sessions
Vice President Platt	All sessions

State College of Iowa

President Maucker	No session
Dean Lang	All sessions
Business Manager Jennings	All sessions

Iowa School for the Deaf

Superintendent Berg	All sessions
Business Manager Geasland	All sessions

Iowa Braille and Sight-Saving School

Superintendent Iverson	All sessions
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State Sanatorium

Superintendent Spear	All sessions
Business Manager Wynn	All sessions

December 14-15, 1961 - General or miscellaneous

The Board met at 3:40 p.m., December 14, 1961, 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 on Wednesday evening, the 13th, and on the 14th and of the Building and Business Committee on the 14th.

GENERAL OR MISCELLANEOUS

The following business relating to general or miscellaneous matters was transacted on December 14, 1961:

EXECUTIVE SESSION. President Hagemann asked if there were any objections to an executive session, and there were none. Mrs. Rosenfield was absent. The Board resolved itself into executive session at 3:45 p.m. and rose from executive session at 4:30 p.m.

RECESS. President Hagemann recessed the meeting until 9 a.m., December 15, 1961.

December 15, 1961

The following business relating to general or miscellaneous matters was transacted on December 15, 1961:

GOVERNOR ERBE. Governor Erbe came to the Board Office and visited with Board members and others prior to the meeting, and was present when it convened at 9 a.m. He stayed until about 10:15 a.m. when he left to keep an appointment.

SURVEY - EDUCATIONAL LOAD FACTORS AND COSTS - REPORT. Marshall R. Beard, Chairman of the Committee of Nine appointed by the State Board of Regents

December 14-15, 1961 - General or miscellaneous

to make a survey to determine educational load factors and costs, appeared before the Board and presented a summary report of the methods developed for use in the study since June 20, 1961. (See page 456, Board minutes of June 22-23, 1961, and page 146, Board minutes of November 16-17, 1961.)

Copies of the report, the concluding paragraph of which is as follows, were distributed to Board members:

"The committee hopes that the Regents will reserve enough time to give the report serious consideration when it is ready in the late winter. It will be the result of an exceedingly complex operation in which many decisions have had to be made, often of a compromise nature since several reasonable decisions were possible. The committee believes it will be able to explain each decision regarding the allocation of both income and expenditures but it is conceivable that the Board may choose to instruct the committee to follow different patterns in the future. The committee will appreciate this type of consideration this first year in order that future studies may be both more accurate and have some consistency from year to year."

YEAR-AROUND OPERATION - COMMON CALENDAR. At the meeting held on November 16-17, 1961, the following actions were taken. (See pages 146 and 147, Board minutes of November 16-17, 1961.)

Year-around Operation. Upon the recommendation of Mr. Crabbe, the Educational Policy Committee was authorized to reconsider the feasibility of year-around operation of the three state institutions of higher learning and report back to the Board.

Common Calendar. Upon the recommendation of the Educational Policy Committee the matter of a common calendar at the three collegiate institutions was referred back to that Committee for consideration and report to the Board.

A report dated November, 1961, of the Presidents of the State University of Iowa, the Iowa State University, and the State College of Iowa regarding the increased use of facilities, year-around operation, and a common calendar, and outlining the following proposal of the three presidents concerning year-around operation was presented:

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In order that a more nearly complete year-around use of facilities may be secured, the following proposals are recommended for adoption:

1. A concerted program be instituted at once to inform current high school graduates concerning the advantages of accelerating their undergraduate programs by beginning college in June and by continuing their education through the use of the full calendar year.
2. All three schools add a 12-week session from June through August primarily for undergraduate students. These sessions shall be first offered in June, 1963, for lower division students. In subsequent years, assuming adequate demand, work for upper division students will be added until a quite complete set of undergraduate offerings is available.
3. Iowa State University will give careful study to an eight week session to be devoted largely to the needs of those from the field of education.
4. The academic year continue as at present at each school.
5. This 8-12 program offered in summer months be re-assessed in 1965 to determine whether or not it meets the needs as well as called for by the situation. A more radical change in calendars might be necessary later, but it does not seem warranted within the framework of the requirements of the Iowa scene.
6. The policy for the 12-week session should place the student fee and the room and board charges as close to a proportional share of the academic year charges as possible. Charges for the 8-week session now at the State College of Iowa and the State University of Iowa are somewhat higher per week than those of the academic year.

Upon the recommendation of the Educational Policy Committee the report and foregoing proposal submitted by the Presidents of the State University of Iowa, the Iowa State University, and the State College of Iowa were approved and adopted.

OFF CAMPUS AND EXTENSION SERVICES - REPORT. Dean Lang distributed copies of a report, dated December 11, 1961, of the Committee on Educational Coordination regarding interinstitutional cooperation among extension services, as follows: (See page 106, Board minutes of October 19-21, 1961, and page 148, Board minutes of November 16-17, 1961.)

December 14-15, 1961 - General or miscellaneous

The Board of Regents asked the Interinstitutional Committee on Educational Coordination to examine extension services at the three institutions of higher education from two points of view: (1) the extent and nature of cooperative efforts among the services and (2) areas in which cooperation may be developed or expanded in the future.

The attached material reports on the first half of the assignment given the Committee. The Extension Services of each of the three institutions were asked to prepare a statement of the interinstitutional cooperative efforts carried on under their aegis. The report covers cooperative associations which occurred in the last five years. Some of these endeavors have gone on for well over a decade.

The Committee received several suggestions for areas in which cooperation may be developed or expanded in the future. The Committee and the Extension Directors need more time to coordinate and consolidate the suggestions before they are presented to the Board. The Committee confronts singular difficulties when it seeks to secure meetings of the key personnel in extension at the three schools. These people are very active in meeting extension obligations and these commitments are often made months in advance. The Committee will continue its efforts to fulfill the second half of the request of the Board as it relates to Extension.

President Hilton stated that he thought it would be well if a full presentation of the work being done by the Extension Services of the institutions could be made to the Board; President Hancher agreed with him; and the matter was referred to the three presidents to make arrangements for such a presentation at the February or March meeting.

Dean Lang said that the Committee on Educational Coordination would not present the second report about Off Campus and Extension Services to the Board until after the presentation referred to in the foregoing paragraph.

LONG RANGE PLANNING - BUILDING NEEDS - SALARIES - RECRUITMENT OF STAFF. At the meeting held on November 16-17, 1961, questions in regard to long range planning for future salaries and the recruitment of staff, as well as for capital improvements, and whether an outside viewpoint should be secured, were referred to the three presidents for consideration and report back to the Board. (See page 146, Board minutes of November 16-17, 1961.)

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The questions outlined in the foregoing paragraph were discussed to some extent, and the Presidents indicated they would have a report and recommendation to submit to the Board at the February or March meeting.

The Superintendents of the Iowa School for the Deaf, the Iowa Braille and Sight-Saving School, and the State Sanatorium were requested to work together in regard to the long range planning for those institutions and to report back to the Board. Superintendent Iverson presented a long range plan for operational needs of the Iowa Braille and Sight-Saving School to 1970. (See Iowa Braille and Sight-Saving School section of these minutes.)

APPROVAL OF MINUTES. On motion, which was seconded and passed, the minutes of the meeting the State Board of Regents held on November 16 and 17, 1961, were corrected and approved.

APPROVAL OF MINUTES - MEETINGS OF THE FINANCE COMMITTEE. On motion, which was seconded and passed, the actions taken by the Finance Committee as shown in the minutes of meetings, as follows, were approved and ratified:

Iowa State University	October 24 and November 8, 1961
State University of Iowa	October 26, 1961
Iowa Braille and Sight-Saving School	October 27, 1961
State Sanatorium	October 27 and November 21, 1961
State College of Iowa	October 31, 1961
Iowa School for the Deaf	November 3, 1961

COMMITTEE ON EDUCATIONAL COORDINATION - REPORT. Dean Lang reported that the Committee on Educational Coordination has had meetings and discussed items that will come before the Board later.

INVESTMENTS. Mr. Gernetzky submitted a report of the investments made by the Finance Committee for the month of November, 1961. The report was accepted.

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EMPLOYEES - SURETY BONDS. Mr. Gernetzky stated that prior to the Board meeting copies of a report regarding the surety bonds on employees had been mailed to Board members.

Mr. Hagemann stated that the amount of the bond filed by the treasurers of the institutions should be reviewed and considered at the June, 1962, meeting of the Board.

CENTRAL OFFICE - SALARY INCREASES. Upon the recommendation of the Finance Committee authority was granted to request the Director of Personnel in the State Comptroller's Office to approve salary increases, and a promotion, as follows, effective January 1, 1962, in accordance with the State Classification and Compensation Plan:

Ann Rohn, from stenographer IV to stenographer V, and base salary increased from \$4,200 to \$4,320, annually. (With two longevity increases in effect, the total salary would be increased from \$4,560 to \$4,680.)

Cecilia McGrevey, stenographer IV, base salary increased from \$4,080 to \$4,200, annually. (With one longevity increase in effect, the total salary would be increased from \$4,260 to \$4,380.)

Beth Hicks, stenographer III, base salary increased from \$3,720 to \$3,900, annually.

Maxine Myers, stenographer III, base salary increased from \$3,720 to \$3,900, annually.

NEXT MEETINGS. The next meetings of the State Board of Regents were scheduled to be held in the Board's Office in Des Moines, Iowa, as follows:

January 11-12, 1962

February 8-9, 1962

March 8-9, 1962

December 14-15, 1961

IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on December 15, 1961:

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, 1961, were approved and ratified.

FACULTY MEMBERS - PROFESSIONAL REQUIREMENTS. Upon the recommendation of Superintendent Berg and the Educational Policy Committee the following policy regarding the professional requirements for persons becoming faculty members of the Iowa School for the Deaf was adopted:

Effective January 15, 1962, all regular and full time academic teachers who become members of the faculty of the Iowa School for the Deaf will be required to meet, as heretofore, the minimum professional requirement of possessing an undergraduate degree from an accredited college or university and will be required to enroll in the two-year in-service teacher training program of the Iowa School for the Deaf unless they already have completed the special training to teach the deaf in a certified training center elsewhere; with the understanding that it will be discretionary on the part of the academic teacher whether to register for university credit in the two-year training program. A roster of the university credit and non-credit registrations by the academic teachers in the Teacher Education program will be recorded in the minutes of the Finance Committee of the Board each semester.

FARM LEASE. Mr. Noehren moved that a proposed lease by and between the State Board of Regents for the use and benefit of the Iowa School for the Deaf and Bernard Hatcher, Council Bluffs, Iowa, covering approximately 80 acres of farm land located in the NW 1/4 of the NW 1/4 of Section 7; and the SE 1/4 of the NE 1/4 of Section 7; and the NE 1/4 of the NE 1/4 of Section 8; and

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the SW 1/4 of the NW 1/4 of Section 8; and the NW 1/4 of the SW 1/4 of Section 8; and the SW 1/4 of the SW 1/4 of Section 8, all in Lewis Township, N 74 R 43 W, Pottawattamie County, Iowa, for the period of one year, January 1, 1962, through December 31, 1962, at a rental as follows, be approved and the Secretary of the State Board of Regents be authorized to sign it:

One-half share of all corn and other crops raised on the described land; all crops planted to be approved by the First Party before being planted.

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

Aye: Mr. Crabbe, Mrs. Evans, Mr. Hagemann, Mr. Molison, Mr. Noehren
Mr. Oberhausen, Mr. Redeker, Mrs. Rosenfield, and Mrs. Valentine.

Nay: None.

Absent or not voting: None.

The chairman declared the motion passed.

REMODEL AND IMPROVE MAIN BUILDING, 58TH G.A. - READING ROOMS AND PORCHES. The Building and Business Committee reported that quotations had been received for resurfacing the floors of two reading rooms and repairing the porches of the Main Building. Upon the recommendation of the Building and Business Committee authority was granted to issue purchase orders on the basis of the low quotations received, as follows:

Outside windows and doors - Cohoe Lumber & Supply Company	\$603.04
Wire glass for all inside windows - Ross Paint & Glass Company	126.79
Electric light fixtures, outlets, etc. - Enterprise Electric Company	365.69
Heating units with supply items - U.S. Supply Company	364.16
Resurface floors of 2 reading rooms - Franksen & Johnson Company	696.00

and the following project budget was adopted:

<u>Funds available</u>	
Remodel and Improve Main Building, 58th G.A.	\$2,773.02

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Estimated expenditures

Main Building porches

Items for which purchase orders are to be issued	\$2,155.68
Material to remove old doors, frames and transoms, and fill up and plaster doorway	240.00
Miscellaneous expenses and contingency for items required for installations	377.34

Reading rooms

Resurfacing floors of two reading rooms with asphalt tile (Frankson & Johnson Company)	696.00
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Total estimated expenditures	<u>696.00</u>	\$2,773.02
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HEATING AND POWER PLANT - PURCHASE AND INSTALLATION OF TURBO GENERATOR - REPORT.

Upon the recommendation of the Building and Business Committee, Secretary Dancer was authorized to arrange with the Brown Engineering Company, provided a satisfactory price is negotiated, to make a study of the practicality and the cost of moving the 200 KW Westinghouse turbo generator, now located in the plant at the Iowa Braille and Sight-Saving School, to the heating and power plant at the Iowa School for the Deaf. Involved in the study would be the question of whether it is advisable for the School for the Deaf to replace one of their old generators with the one located at the Iowa Braille and Sight-Saving School and, also, whether or not the School for the Deaf should continue to generate its own electricity or should purchase it.

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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 15, 1961:

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, 1961, were approved and ratified.

ELECTION OF SECRETARY AND TREASURER. On motion by Mr. Crabbe, which was seconded by Mrs. Evans and passed, Lloyd L. Berry was re-elected secretary and treasurer of the Iowa Braille and Sight-Saving School for the period January 1, 1962, through June 30, 1962, at a salary of \$500.00 a month cash, plus noon meals, with the understanding that reports to the Board will be made through the Superintendent of the Iowa Braille and Sight-Saving School. (See Board minutes of June 24-26, 1953, fixing the amount of the treasurer's bond.)

LONG RANGE PLANNING - OPERATIONAL NEEDS. Superintendent Iverson submitted reports and graphs for the years 1949, 1952, 1955, 1958, 1961 and projected through 1970 in regard to the total number of students and personnel; the average amount budgeted in dollars per person per year for salaries, sustenance, etc.; the total amount budgeted for salaries in thousands of dollars, including sustenance, etc.; and the sustenance charges in dollars per month; and he stated that these reports had been prepared as a basis for long range planning of the operational needs of the Iowa Braille and Sight-Saving School. (See General section of these minutes.)

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HEATING AND POWER PLANT - SURVEY. At the meeting held on November 16-17, 1961, authority was granted to discuss its proposal with the Brown Engineering Company and to secure proposals from other engineering firms for the proposed survey and report of the heating and power plant at the Iowa Braille and Sight-Saving School. (See page 154, Board minutes of November 16-17, 1961.)

The Building and Business Committee reported that proposals had been received from engineering firms, as follows, for making a study and report about the existing items of equipment in the heating and power plant at the Iowa Braille and Sight-Saving School and their age, condition and operation, together with an evaluation of the ability of the equipment to perform efficiently and adequately the task for which it was intended and recommendations for continuance of operation, upgrading, replacement or abandonment of items of equipment:

Stanley Engineering Company, Muscatine, Iowa, not to exceed	\$3,000
Brown Engineering Company, Des Moines, Iowa, not to exceed	1,075

Mr. Noehren moved that the proposal of the Brown Engineering Company be accepted. The motion was seconded by Mr. Oberhausen and passed, with Mrs. Valentine voting "no".

STORM DAMAGE - ALTERATIONS TO ORCHESTRA HALL AND TO PALMER HALL - ACCEPTANCE.

The Building and Business Committee reported that representatives of the Iowa Braille and Sight-Saving School, Kohlmann-Eckman-Hukill, Architects, and the contractor, the Youngblut Construction Company, had inspected the Alterations to Orchestra Hall and to Palmer Hall and had found that the contractor had completed the work in accordance with the plans and specifications and contract documents.

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Upon the recommendation of the Building and Business Committee the work under the contract for Alterations to Orchestra Hall and to Palmer Hall was accepted as of this date, December 15, 1961, from the Youngblut Construction Company, Washburn, Iowa, and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

PHYSICAL EDUCATION BUILDING AND EQUIPMENT, 58TH G.A. - FINAL REPORT. Upon the recommendation of the Building and Business Committee the following final report in regard to the Physical Education Building and Equipment, 58th G.A., was accepted and authority was granted to return the balance of \$1,671.16 on deposit in the Benton County Bank & Trust Company to control account 6-1-4-58.

Funds available

Appropriation, 58th G.A.	\$173,250.00	
Appropriation, Rewiring Main Building, 57th G.A.	2,068.00	
Refund of state sales and use tax	<u>1,348.01</u>	\$176,666.01

Expenditures

Construction contracts		
General - Youngblut Construction Company	\$110,734.00	
Plumbing and heating - Galbraith Heating Company	40,280.00	
Electrical - Pfiffner Electric Company	9,407.67	
Architect's fee - Kohlmann & Eckman	8,021.05	
Owner's risk insurance - Runyan Insurance Company	178.72	
Painting - Reimer Decorating Company	1,588.67	
Paint - Iowa Paint Manufacturing Company	479.33	
Equipment	4,278.25	
Official publications	<u>27.16</u>	\$174,994.85
Balance to be reverted to control account 6-1-4-58		<u>\$ 1,671.16</u>

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STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on December 15, 1961:

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, 1961, were approved and ratified.

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STATE UNIVERSITY OF IOWA

The following business relating to the State University of Iowa was transacted on December 15, 1961:

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 of Iowa for the month of November, 1961, were approved and ratified.

CHANGES IN APPOINTMENT AND SALARY. Upon the recommendation of President Hancher and the Educational Policy Committee the following changes in appointment and salary were made:

Eleanor K. Taylor, from professor (on leave without salary or insurance) in the School of Social Work, College of Liberal Arts, to professor and acting director of the School of Social Work, College of Liberal Arts, effective March 1, 1962, to July 1, 1962, at a total salary for the period of \$4,800 plus insurance programs; salary payable from Account A 304, line 2.

Robert E. Carter, from associate professor to associate professor, Department of Pediatrics, and assistant dean of the College of Medicine, with an off-campus assignment in connection with the University of Iowa-Broadlawns Hospital program in Des Moines, and salary changed from \$12,000 (P plus 20%), plus insurance programs, twelve months' basis, to \$1,000 without insurance programs, twelve months' basis, effective January 1, 1962, for two years; the salary of \$1,000 is to be paid from the Markle Foundation Grant (T 525) and will supplement the salary to be paid by Broadlawns Hospital.

COURSE IN ROENTGENOLOGIC TECHNIQUE - FEE. Upon the recommendation of the Educational Policy Committee and President Hancher authority was granted to change the present course in Roentgenologic Technique to a two year program, and to increase the fee therefor, as follows:

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That the present one-year program for the training of X-ray technicians be changed to the two-year program that will be required by the American Medical Association and the American Registry of X-ray Technicians after July 1, 1962; and that the fee be changed from \$73 for the present twelve-month course to \$98 for the first twelve-month course and \$48 for the second twelve-month course of the new two-year program, the payment of which would permit students to enroll in course work and would include student activity privileges, and make students subject to all University rules and regulations. The usual schedule of refunds would apply.

That under the terms of the new program, in which twelve students would be accepted beginning September 1, 1962, and a new group of twelve in each succeeding year, the following conditions would apply: a) students to furnish their own uniforms and the hospital to launder the women's uniforms and the men's trousers; b) students to furnish their own room and board for the first six months; c) students to be paid \$70 a month for their room and board for the second six months; and d) students to be paid \$120 a month for room, board, and compensation during the second year; the payments made to students to be paid from hospital operations accounts.

UNDERGRADUATE MAJOR IN RUSSIAN. Upon the recommendation of the Educational Policy Committee and President Hancher, and with the approval of the Committee on Educational Coordination, authority was granted for the establishment of an undergraduate major in Russian, effective as soon as the necessary courses can be organized but not later than September 1, 1962; the entire program to consist of ten courses totaling 33 semester hours in Russian Language and Literature and 15 semester hours in Russian Civilization, Advanced Composition and Conversation, and Russian Literature in translation; and a minimum of 28 semester hours required for a major in this field, supported by appropriate courses in Political Science, Geography, or Economics.

CATALOGUE CHANGES. Upon the recommendation of the Educational Policy Committee, the proposed course changes to be made in the 1962-1963 general catalogue of the State University of Iowa were referred to the Committee on Educational Coordination for consideration and report back to the Educational Policy Committee.

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MASTERS DEGREE PROGRAM IN NUCLEAR SCIENCE AND TECHNOLOGY. Upon the recommendation of the Educational Policy Committee the proposed inter-departmental Masters Degree Program in Nuclear Science and Technology was referred to the Committee on Educational Coordination for consideration and report back to the Educational Policy Committee.

UNIVERSITY HOSPITAL MINIMAL CARE UNIT, 59TH G.A. Upon the recommendation of the Building and Business Committee a grant of \$1,013,000 from the United States Public Health Service for the University Hospital Minimal Care Unit, 59th G.A., was accepted and the following resolution was adopted:

WHEREAS, the 59th General Assembly appropriated \$1,776,000.00 for a University Hospital Minimal Care Unit at the State University of Iowa; now, therefore,

BE IT RESOLVED:

1. That the expenditure of \$1,776,000.00 appropriated by the 59th G.A. for a University Hospital Minimal Care Unit at the State University of Iowa is for the best interests of the state.

2. That the project, the preliminary plans, and the following project description and project budget be approved:

Project description

The building will be located south of the University Hospital and will be connected to the hospital at the seven-floor levels by a connecting concourse. The building will include a ground floor and seven additional floors.

The ground floor and first floor are approximately 108' x 156'. The ground floor contains a receiving area, kitchen facilities, employees locker rooms, utility rooms, trash room, dirty linen room and mechanical equipment. The kitchen will be used to prepare food for approximately 1,200 patients in the General Hospital, Psychopathic Hospital and Children's Hospital, as well as for the nurses, doctors and minimal care patients.

The first floor contains an entrance and lobby for minimal care patients, admissions area, traffic office, public toilets and three separate dining areas - one for minimal care patients, one for doctors and one for nurses. The dining area in the present hospital adjacent to the new building will be incorporated into these dining areas.

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The six floors of patient rooms are each 48' x 175'. Each floor contains 16 patient rooms to accommodate three patients each, or a total of 288 ambulatory patients. Each room measures 12' x 18'8" including bath and toilet facilities. Each floor also contains a nurses' station and toilet, linen rooms, janitors' closet and kitchenette.

The concourse will be 12' x 156' connecting to the hospital at seven floors. Four elevators serving all floors will be located adjacent to the concourse.

Funds available

Appropriation, 59th G.A.	\$1,776,000	
United States Public Health Service Grant	<u>888,000</u>	\$2,664,000

Estimated expenditures

Preliminary planning and supervision	\$ 35,000	
Architect's fee	85,000	
Construction	1,888,000	
Utility connections	100,000	
Equipment	450,000	
Landscaping	5,000	
Contingencies	<u>101,000</u>	\$2,664,000

3. That the University Architect's Office be designated as clerk-of-the-works for the project. (See page 75, Board minutes of September 14-15, 1961, regarding contract with Dane D. Morgan and Associates for architectural services.)

4. That the Budget and Financial Control Committee be requested to approve the determination by the State Board of Regents that the expenditure of the appropriation of \$1,776,000 made by the 59th General Assembly for a University Hospital Minimal Care Unit at the State University of Iowa is for the best interests of the state, the project description and preliminary plans and the project budget, and to allocate \$50,000 to the project account for planning work.

EQUIPMENT AND MOVING EXPENSE FOR 58TH G.A. BUILDINGS AND ADDITIONS - CHEMISTRY ADDITION - LABORATORY EQUIPMENT. The Building and Business Committee reported that at 1 p.m., November 29, 1961, a public hearing in regard to the Laboratory Equipment for the Chemistry Building Addition was held in the Architect's Office, State University of Iowa, Iowa City, Iowa; that University Architect George L. Horner and the members of his staff were present; that no objectors appeared and no objections were filed; and that at 2 p.m., in the Senate

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Chamber of the Old Capitol, bids for the Laboratory Equipment for the Chemistry Building Addition were received and opened in the presence of Vice President Jolliffe, Business Manager Mossman, and Architects Horner and Jordison, all of the State University of Iowa. Copies of the tabulation of the bids received were distributed to Board members.

Upon the recommendation of the Building and Business Committee the contract for the Laboratory Equipment for the Chemistry Building Addition was awarded to the low bidder, the Hamilton Manufacturing Company, Two Rivers, Wisconsin, on the basis of that firm's low base bid of \$190,650.00, and the Secretary of the State Board of Regents was authorized to sign the contract when a satisfactory bond has been filed, subject to approval of the award by the Budget and Financial Control Committee.

STATE BACTERIOLOGICAL LABORATORY EQUIPMENT, 59TH G.A. The Building and Business Committee reported that quotations for Low-level Beta Counting Equipment, Emergency Radiation Survey Equipment, Anaerobic Incubator, and Binocular Microscopes for the State Bacteriological Laboratory had been received, as follows: (Other firms who received specifications and requests for quotations did not submit quotations.)

<u>Item No.</u>	<u>Quantity</u>	<u>Article</u>	<u>Chicago Apparatus Company</u>	<u>Nuclear-Chicago Corp.</u>	<u>W.R.Voit Rubber Corp.</u>
A-1	1	Automatic Sample Changer		\$2,706.55	
A-2	1	Printing Timer		776.87	
A-3	1	Decade Scaler		1,475.13	
A-4	1	Gas Flow Detector		555.42	
A-5	1	Lead Shield		131.81	
A-6	2	Magazine Extensions		85.57	
A-7	1	Set of 50 additional Adapters		95.69	
B-1	2	Model SCR-P Portable Air Tanks & Harness			\$117.26
B-2	2	Model VDR-1 Lung demand Regulator			87.10
B-3	1	Model DS-106 Air Tank Filler Connection			4.69
B-4	1	Model DS-107 Air Tank Pressure Gauge			6.70

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B-5	1	Alpha, Beta, Gamma & x-radiation cutie pie survey meter	\$549.20
B-6	1	Rigid extension arm for cutie pie Model 2586 and its chamber	75.81
B-7	1	Neutron survey meter	675.16
B-8	1	Alpha Source	8.10
C-1	1	Incubator, Anaerobic	\$ 650.00
D-1	1	Binocular Microscope, Model TBR-3B	623.50
D-2	2	Binocular Microscopes	1,423.00
D-3	1	Binocular Microscope, Model PGR-3B	751.50

Less trade-in allowance for four (4) used - 904.00
A.O. Model 13 MAH Binocular Microscopes(or-1,004.00)

Upon the recommendation of the Building and Business Committee quotations on State Bacteriological Laboratory Equipment, 59th G.A., were accepted, subject to approval by the Budget and Financial Control Committee, as follows:

Items A-1 through A-7	Nuclear-Chicago Corporation	\$5,827.04
Items B-1 through B-4	W. J. Voit Rubber Corporation	215.75
Items B-5 through B-8	Nuclear-Chicago Corporation	1,308.27
Item C-1	Chicago Apparatus Company	650.00

and the quotation of the Chicago Apparatus Company on Items D-1 through D-3 was rejected because of an error in the only quotation received and because it is believed that better quotations can be obtained on these items by readvertising.

JOHN F. MURRAY ENDOWMENT FUND - EXCHANGE OF SECURITIES. Upon the recommendation of the Building and Business Committee authority was granted to exchange \$57,000 of G bonds maturing May 1, 1962, belonging to the John F. Murray Endowment Fund, for \$57,000 of 3 7/8% United States Treasury Bonds due May 15, 1968.

LIBRARY ADDITION WITHOUT EQUIPMENT, 58TH G.A. - TEMPERATURE CONTROL - ACCEPTANCE. The Building and Business Committee reported that on November 21, 1961,

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final inspection of the temperature control work in the Library Addition without Equipment, 58th G.A., was made by Mr. Musack for the State University of Iowa and by Mr. Coon and Mr. Rudd for the Johnson Service Company, and they found that 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 temperature control work in the Library Addition without Equipment, 58th G.A., was accepted as of this date, December 15, 1961, from the Johnson Service Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

HILLCREST DINING SERVICE AND ADDITIONAL FACILITIES - TEMPERATURE CONTROL - ACCEPTANCE. The Building and Business Committee reported that on November 24, 1961, Arthur Musack and Cecil Smith for the State University of Iowa and Fred Miller for Minneapolis-Honeywell inspected the temperature control work for Hillcrest Dining Service and Additional Facilities 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 temperature control work for Hillcrest Dining Service and Additional Facilities was accepted as of this date, December 15, 1961, from Minneapolis-Honeywell and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

CHEMISTRY BUILDING WITHOUT EQUIPMENT, 58TH G.A. - MECHANICAL WORK - ACCEPTANCE. The Building and Business Committee reported that on December 11, 1961, Arthur Musack for the State University of Iowa and Robert Dingle for the Ryan Plumbing

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and Heating Company inspected the mechanical work in the Chemistry Building without Equipment, 58th G.A., 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 mechanical work in the Chemistry Building without Equipment, 58th G.A., was accepted as of this date, December 15, 1961, from the Ryan Plumbing and Heating Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

CONSTRUCTION AND EQUIPMENT OF FACILITIES, EMOTIONALLY DISTURBED CHILDREN - ELECTRICAL WORK - ACCEPTANCE. The Building and Business Committee reported that on December 13, 1961, Donald R. Peck for the State University of Iowa and William Evans for the Fandel Electric inspected the electrical work in the Emotionally Disturbed Children's Unit (Construction and Equipment of Facilities for Emotionally Disturbed Children, 58th G.A.) and found that 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 electrical work in the Emotionally Disturbed Children's Unit (Construction and Equipment of Facilities for Emotionally Disturbed Children, 58th G.A.) was accepted as of this date, December 15, 1961, from Fandel Electric and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

PAULA PATTON GRAHAME SCHOLARSHIP FUND - SALE AND TRANSFER OF STOCK. The following resolution was submitted:

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"WHEREAS, Orville F. Grahame of Worcester, Massachusetts, delivered Certificate No. 13871 for forty shares of stock of the Massachusetts Protective Association as a gift for Paula Patton Grahame Scholarship Fund to the State University of Iowa and which it is determined advisable to sell said stock and Spencer, Trask and Company has offered to purchase them at 138 1/2.

"NOW THEREFORE, be it hereby resolved that said stock be sold to Spencer, Trask and Company at the above stated figure and that F. L. Hamborg, Treasurer of The State University of Iowa is hereby authorized, empowered, and directed to execute the transfer of said stock and any and all other papers that may be required to effect said sale transaction and to deliver said stock and receive the proceeds therefrom."

Mr. Noehren moved that the foregoing resolution be adopted, and the motion was seconded by Mrs. Evans. On roll call the vote was as follows:

Aye: Mr. Crabbe, Mrs. Evans, Mr. Molison, Mr. Noehren, Mr. Oberhausen, Mr. Redeker, Mrs. Rosenfield, Mrs. Valentine, and Mr. Hagemann.

Nay: None.

Absent or not voting: None.

The chairman declared the motion passed.

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STATE COLLEGE OF IOWA

The following business relating to the State College of Iowa was transacted on December 15, 1961:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the State College of Iowa for the month of November, 1961, were approved and ratified.

BUDGET FOR 1962 SUMMER SESSION. Dean Lang distributed copies of the proposed budget for the 1962 summer session, including a statement outlining the special features of the summer session, and stated it was President Maucker's request that it be considered so that action could be taken at the January, 1962, meeting.

BARTLETT HALL - MODERNIZE HEATING SYSTEM IN EAST SECTION. Upon the recommendation of the Building and Business Committee a project to modernize the heating system in the east section of Bartlett Hall and the following project description and project budget were approved, and Todd, Hedeem & Associates, Waterloo, Iowa, was designated as engineers for the project on a fee basis of 6% of the cost of contracted work:

Project description

1. All radiators and hand radiator valves will be replaced.
2. A new return line will be installed and all radiators provided with a radiator trap to positively eliminate the water and air in the radiator.
3. A control steam valve will be installed on the main steam supply line to the building together with a temperature controller having its sensing element outside to automatically close the steam supply valve during mild weather.

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Source of funds

Reserve for dormitory repairs \$23,500

Estimated expenditures

Contract work	\$21,690	
Engineering service, 6% of \$21,690	1,310	
Work by Physical Plant Department	<u>500</u>	\$23,500

FIRE AND EXTENDED COVERAGE INSURANCE - COLLEGE COURTS AND SUNSET VILLAGE. The Building and Business Committee reported that on December 11, 1961, the following bids had been received for fire and extended coverage insurance for five years beginning December 14, 1961, with annual payment of premium, on College Courts and Sunset Village:

<u>Agent</u>	<u>Company</u>	<u>Annual Premium</u>
Joe Petersen Agency Cedar Falls, Iowa	Western Mutual Insurance Company	\$1,153.55
Ransom Bailey Agency Cedar Falls, Iowa	General Insurance Company of America	1,786.76

Upon the recommendation of the Building and Business Committee the fire and extended coverage insurance on the College Courts and Sunset Village units was awarded to the low bidder, Joe Petersen Agency, Cedar Falls, Iowa, on the basis of its low annual premium of \$1,153.55.

ELECTRIC INTERCONNECTION. At the meeting held on November 16, 1961, Business Manager Jennings was requested to explore the possibility of securing a proposal for an electric interconnection with Iowa Public Service and to report back to the Building and Business Committee at the December meeting. (See page 158, Board minutes of November 16-17, 1961.)

Mr. Noehren stated that Business Manager Jennings had reported to the Building and Business Committee that Iowa Public Service was unable to contract with the State College of Iowa for an electric interconnection because

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it did not have a franchise to operate within the City of Cedar Falls;
and that the rates quoted by the City of Cedar Falls were the same as
the City of Cedar Falls pays the Iowa Public Service.

Upon the recommendation of the Building and Business Committee, Business
Manager Jennings was authorized to negotiate a contract with the City of
Cedar Falls, Iowa, for an electric interconnection, and to submit it through
the Building and Business Committee to the State Board of Regents for approval.

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IOWA STATE UNIVERSITY

The following business relating to the Iowa State University was transacted on December 15, 1961:

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 University for the month of November, 1961, were approved and ratified.

SALARY INCREASES AND PROMOTION. Upon the recommendation of President Hilton and the Educational Policy Committee the following salary increases and promotion were made:

Joseph H. Senne, Jr., from assistant professor to associate professor, Department of Civil Engineering, College of Engineering, and salary increased from \$7,300, twelve months' basis, plus annuity, to \$8,000, twelve months' basis, plus annuity, effective January 1, 1962.

Dr. John G. Grant, director of the College Hospital and Student Health Service and professor and head of the Department of Hygiene, College of Sciences and Humanities, salary increased from \$16,000, twelve months' basis, plus annuity, to \$16,600, twelve months' basis, plus annuity, effective January 1, 1962.

EXTENSION OF APPOINTMENT. Upon the recommendation of President Hilton and the Educational Policy Committee the appointment of G. Clayton Stapleton as head football coach was extended for a three-year period to February 1, 1967, with no change in his present budgeted salary of \$17,000, twelve months' basis.

DEPARTMENTAL NAME CHANGES - COLLEGE OF AGRICULTURE. Upon the recommendation of President Hilton and the Educational Policy Committee the following changes in departmental names in the College of Agriculture were made, effective January 1, 1962:

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Department of Animal Husbandry changed to Department of Animal Science; and its Dairy Husbandry Section changed to Dairy Science Section.

Department of Poultry Husbandry changed to Department of Poultry Science.

FEDERAL FUND INCREASE - CO-OPERATIVE EXTENSION SERVICE IN AGRICULTURE AND HOME ECONOMICS. At the meeting held on November 16-17, 1961, the allocation of \$98,542 additional federal funds for Co-operative Extension Service in Agriculture and Home Economics was approved with the understanding that a report about the work to be done in the areas outlined, and whether it duplicates similar work in other areas, would be made at the next meeting. (See page 169, Board minutes of November 16-17, 1961.)

President Hilton reported about the use of the additional \$98,542 granted the Iowa State University for Co-operative Extension Service in Agriculture and Home Economics and the areas in which work would be done; and stated that there would be no duplication in the areas. (See pages 179 and 180 of these minutes.)

Upon the recommendation of the Educational Policy Committee the Board reaffirmed the action taken on November 16, 1961.

VETERINARY ISOLATION BUILDING - FEDERAL GRANT - MATCHING FUNDS. The Building and Business Committee reported that on December 9, 1961, the Budget and Financial Control Committee had allocated \$65,000 from the General Contingent Fund to match a federal grant of \$65,000 for the construction of a Veterinary Isolation Building. (See page 125, Board minutes of October 19-21, 1961.)

Upon the recommendation of the Building and Business Committee, a grant of \$65,000 from the United States Public Health Service for the construction of a Veterinary Isolation Building at the Veterinary Research Institute was accepted.

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ATOMIC ENERGY COMMISSION - METALS DEVELOPMENT BUILDING - LABORATORY FURNITURE - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University and the Metalab Equipment Company had inspected the laboratory furniture for the Metals Development Building, Atomic Energy Commission, and had found that 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 laboratory furniture for the Metals Development Building, Atomic Energy Commission, was accepted as of this date, December 15, 1961, from the Metalab Equipment Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

POWER PLANT IMPROVEMENTS - STEAM GENERATOR INCLUDING AUXILIARY EQUIPMENT, 58TH G.A. - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University, the Brown Engineering Company, and Bros, Incorporated, had inspected the Steam Generator including Auxiliary Equipment, Power Plant Improvements, 58th G.A., and had found that the work had been completed in accordance with the plans and specifications and contract documents, subject to final tests.

Upon the recommendation of the Building and Business Committee the Steam Generator including Auxiliary Equipment, Power Plant Improvements, 58th G.A., was accepted as of this date, December 15, 1961, subject to final tests, from Bros, Incorporated, and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

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BEEF CATTLE FARM - SHEDS AND LOTS - BEEF FEEDING SHED - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University and the Boone Construction Company had inspected the Beef Feeding Shed on the Beef Cattle Farm and had found that 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 Beef Feeding Shed on the Beef Cattle Farm was accepted as of this date, December 15, 1961, from the Boone Construction Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

LIBRARY ADDITION AND EQUIPMENT, 58TH G.A. - FURNITURE AND EQUIPMENT - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University and the contractors had inspected furniture and equipment supplied by the following contractors for the project, Library Addition and Equipment, 58th G.A., and had found the work contracted had been completed in accordance with the plans and specifications and contract documents:

Pigott, Incorporated
E. and I. Cooperative
Younkers of Des Moines
Mid-West Visual Education Service
Ames Stationers
Simplex Time Recorder Company
National Theatre Supply Company
New York Silicate Book Slate Company
Fandrei Equipment Company
United States Blue Print Paper Company
University Book Store

Upon the recommendation of the Building and Business Committee the furniture and equipment supplied by the foregoing contractors for the project,

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Library Addition and Equipment, 58th G.A., was accepted as of this date, December 15, 1961, and payment of the final estimates in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

ENGINEERING BUILDING WITHOUT EQUIPMENT, 59TH G.A. - PRELIMINARY PLANS. Upon the recommendation of the Building and Business Committee the preliminary plans prepared by Brooks-Borg, Architects, Des Moines, Iowa, for the Engineering Building without Equipment, 59th G.A., were approved and the architect was authorized to proceed with the preparation of final plans and specifications.

BUILDINGS AND IMPROVEMENTS ON NEW AGRONOMY AND AGRICULTURAL ENGINEERING RESEARCH FARM, 59TH G.A. PRELIMINARY PLANS. Upon the recommendation of the Building and Business Committee the preliminary plans prepared by Norval H. Curry, Architect-Engineer, Ames, Iowa, for the Buildings and Improvements on the New Agronomy and Agricultural Engineering Research Farm, 59th G.A., were approved and the architect-engineer was authorized to proceed with the preparation of final plans and specifications.

ANIMAL INDUSTRIES BUILDING WITHOUT EQUIPMENT, 59TH G.A. - FEDERAL GRANT - PLANS AND SPECIFICATIONS. The Building and Business Committee reported that the United States Public Health Service had approved a grant in the amount of \$200,000, subject to fiscal year 1963 appropriations by Congress.

Upon the recommendation of the Building and Business Committee the architect, Dougher-Frevert-Ramsey, Des Moines, Iowa, was authorized to proceed with the plans for the Animal Industries Building without Equipment, 59th G.A., on the basis of a cost estimate of \$1,938,000.00; the state appropriation of \$1,738,000.00 plus a federal grant of \$200,000.

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1961-1963 BIENNIAL BUDGET CEILING INCREASE - 1961-1962 BUDGET CEILING - AGRICULTURE AND HOME ECONOMICS EXPERIMENT STATION. At the meeting held on October 19, 1961, when the 1961-1963 budget ceiling for the Agriculture and Home Economics Experiment Station was increased by \$55,161, from \$6,039,580 to \$6,094,741, the totals did not include the increase of \$31,670 that was approved on June 22, 1961. (See page 534, Board minutes of June 22-23, 1961, and page 128, Board minutes of October 19-21, 1961.)

Upon the recommendation of the Building and Business Committee the following revised 1961-1963 biennium budget ceiling and the 1961-1962 budget total for the Agriculture and Home Economics Experiment Station were approved, with the understanding that reports are to be filed with the State Comptroller in accordance with the provisions of law:

Revised 1961-1962 budget total (\$3,051,460 plus \$55,161)	\$3,106,621
Biennial budget ceiling as established by the 59th General Assembly for 1961-1963	6,039,580
Increase authorized when 1961-1962 budget was adopted (See page 534, Board minutes of June 22-23, 1961)	31,670
Increase authorized October 19, 1961 (See page 128, Board minutes of October 19-21, 1961)	<u>55,161</u>
Revised biennial budget ceiling for 1961-1963	\$6,126,411

LIBRARY ADDITION AND EQUIPMENT, 58TH G.A. - CLAIM. The Building and Business Committee reported that on December 8, 1961, Midwest Concrete Industries, West Des Moines, Iowa, notified the State Board of Regents that it had received a check for the balance due from the Thomas Construction Company for materials and services supplied for the Library Addition and Equipment, 58th G.A., and released all mechanics lien rights. (See page 171, Board minutes of November 16-17, 1961.)

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ADJOURNMENT. President Hagemann adjourned the meeting at 1 p.m.,

December 15, 1961.

David A. Dancer
David A. Dancer, Secretary