

Des Moines, Iowa  
January 12-13, 1961

The State Board of Regents met in its office in the State Office Building in Des Moines, Iowa, on January 12-13, 1961.

**Present**

**Members of the State Board of Regents**

Mr. Barlow	All sessions
Mr. Crabbe	All sessions
Mr. Drebenstedt	All sessions
Mrs. Evans	All sessions
Mr. Gillette	All sessions
Mr. Hagemann	All sessions
Mr. Noehren	All sessions
Mrs. Rosenfield	All sessions
Mrs. Valentine	All sessions

**Members of the Finance Committee**

Secretary Dancer	All sessions
Chairman Gernetzky	All sessions

**Office of the State Board of Regents**

Director Cottrell	All sessions
Secretary to Secretary Lenihan	All sessions

**State University of Iowa**

President Hancher	All sessions
Provost Davis	All sessions
Vice President Jolliffe	All sessions
Director Jordan	All sessions

**Iowa State University**

President Hilton	All sessions
Provost Jensen	All sessions
Vice President Platt	All sessions
Director Elder	January 13, only

**Iowa State Teachers College**

President Maucker	All sessions
Dean Lang	All sessions

**Iowa School for the Deaf**

Superintendent Berg	No sessions (excused)
Business Manager Geasland	No sessions (excused)

**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

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The Board met at 2:30 p.m., January 12, 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 and the Building and Business Committee.

#### GENERAL OR MISCELLANEOUS

The following business relating to general or miscellaneous matters was transacted on January 12, 1961:

SURVEY - EDUCATIONAL LOAD FACTORS AND COSTS - COMMITTEE OF NINE. Presidents Hancher, Hilton and Maucker reported that the following had been appointed members of the committee of nine to study per student costs by levels of instruction, other institutional costs, and other data for the interpretation of educational loads, using the Indiana experience as a guide: (See page 204, Board minutes of December 8-9, 1960.)

##### State University of Iowa

Ted McCarrel, Dean of Admissions and Registrar  
Richard S. Lewis, Administrative Assistant, Special Services  
John H. Uthoff, Chief Accountant, Business Office

##### Iowa State University

Wayne R. Moore, Associate Professor, Department of Industrial Engineering and Costs Analyst, President's Office (See Iowa State University section of these minutes for change in appointment.)  
Arthur M. Gowan, Director of Admissions and Registrar  
B. H. Platt, Vice President for Business and Finance

##### Iowa State Teachers College

Philip C. Jennings, Business Manager  
Marshall R. Beard, Registrar  
Daryl Pendergraft, Assistant to President and Director of the Office of Field Services

President Hagemann stated that when there are meetings of the committee of nine, members of the State Board of Regents should be notified of the

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meeting so that arrangements can be made for some Board members to attend.

UNIFORM SEMESTER OR QUARTER BASIS AND UNIFORM DATES FOR CALENDARS ( COMMON CALENDAR). Upon the recommendation of the Educational Policy Committee the advisability of having a common calendar, uniform semester or quarter basis and uniform dates, for all three of the state institutions of higher learning in order to facilitate the transfer of students and their credits among the schools was referred back to the three presidents for consideration to see what the advantages would be if the three state institutions of higher learning were on a semester or quarter basis with a common calendar. (See page 56, Board minutes of September 8-9, 1960; page 126, Board minutes of October 13-14, 1960; page 166 Board minutes of November 10-11, 1960; and page 205, Board minutes of December 8-9, 1960.)

TWELVE-MONTH USE OF FACILITIES - TRIMESTER PLAN. At the December meeting copies of a report prepared by the Coordinating Committee of Registrars on behalf of the Presidents were distributed to Board members for consideration, with the understanding that the matter of year-round operation of the three state institutions of higher learning would be taken up at the January 1961, meeting. (See page 366, Board minutes of April 14-15, 1960; page 130, Board minutes of October 13-14, 1960; and page 205, Board minutes of December 8-9, 1960.)

Upon the recommendation of Mr. Gillette the item about the twelve-month use of facilities, or trimester plan, was ordered dropped from the docket.

REPORTS - TWELVE-MONTH USE OF FACILITIES - USE OF AUTOMOBILES BY UNDERGRADUATE STUDENTS - STATEMENT. Mr. Barlow requested that the following

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by him be made a matter of record, and the request was granted:

"Inasmuch as I originally requested the surveys and reports, I would like to make the following statement for the minute records.

"Thanks to our three presidents for their joint report on a trimester arrangement, including their closing statement: 'The whole area of the trimester plan, calendars, utilization of space, and acceleration will and must be kept under constant study by the three colleges.' The joint report should serve as an answer to questions people have been asking, especially following President Grayson Kirk's article which appeared in the March 26, 1960, issue of the Post, the front page article in the September 22, 1960, edition of the Wall Street Journal, and more recently the optimistic statements on the trimester plan by Chancellor Edward Litchfield of Pittsburgh.

"Incidentally, the car ban surveys and reports by our three presidents, of several months ago, seem to have satisfied our people, for I have heard no complaints since with the exception of a court judge in the First Congressional District. However, before the surveys and reports reached the public, letters were received from various individuals, including a court judge in western Iowa.

"Again, our thanks to the presidents for both reports and to all who worked on the surveys."

CREDITS IN RESIDENCE FOR GRADUATION. Mr. Gillette stated that the Educational Policy Committee is securing additional information about the credits in residence required for graduation, and will make a report at a future meeting; also a report about the grade point average required for graduation. (See page 56; Board minutes of September 8-9, 1960, page 126, Board minutes of October 13-14, 1960; and page 206, Board minutes of December 8-9, 1960.

APPROVAL OF MINUTES. On motion, which was seconded and passed, the minutes of the meeting the State Board of Regents held on December 8-9, 1960, were approved and ratified.

APPROVAL OF MINUTES - MEETINGS OF THE FINANCE COMMITTEE. On motion, which was seconded and passed, the actions taken by the Finance Committee as shown

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in the minutes of meetings, as follows, were approved and ratified:

State University of Iowa	October 14, 1960
Iowa State University	December 1, 1960
Iowa State Teachers College	November 23 and Dec. 19, 1960
Iowa Braille and Sight-Saving School	November 28, 1960
Iowa School for the Deaf	December 13, 1960
State Sanatorium	December 23, 1960

PROPOSED LEGISLATION, 59th GENERAL ASSEMBLY - REPORT. Mr. Gernetzky reported about the status of the Board's proposed legislation program and the preparation and introduction of bills. (See pages 128 and 129, Board minutes of October 13-14, 1960; page 167, Board minutes of November 10-11, 1960; and page 207, Board minutes of December 8-9, 1960.)

LEGISLATIVE BUDGETS, 59th GENERAL ASSEMBLY - INDIANA PATTERN. At the meeting held on December 8-9, 1960, the proposal that the 59th General Assembly be requested to follow the Indiana pattern and provide that, in case any legislative change in appropriations from the Board's requests for operating funds for the several institutions under the Board, the change be applied pro rata to the Board's requests for the respective institutions, was referred to the Presidents of the three state institutions of higher learning to secure more information and report back to the Board. (See page 210, Board minutes of December 8-9, 1960.)

The Indiana pattern and its application to the Board's requests for operating funds for the institutions under the Board were considered.

Mr. Crabbe moved that the 59th General Assembly be requested to follow the Indiana pattern and provide that, in case any legislative change is made in appropriations from the Board's requests for operating funds for the several institutions under the Board, the change be applied pro rata

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to the Board's requests for operating funds for the respective institutions. The motion was seconded by Mrs. Rosenfield and passed.

COMMITTEE ON EDUCATIONAL COORDINATION - REPORT. Provost Davis reported that the Committee on Educational Coordination is continuing its work on projects referred to it by the Board, and others in which the Committee is interested.

STATE BOARD OF ENGINEERING EXAMINERS - CONTRACT. At the meeting held on December 8-9, 1960, the State University of Iowa and the Iowa State University were authorized to negotiate a contract for services of staff members with the State Board of Engineering Examiners, subject to approval by the Finance Committee and the Attorney General of Iowa, with the understanding that the contract would be submitted at a later date. (See page 211, Board minutes of December 8-9, 1960.)

The following proposed form of agreement between the Iowa State Board of Engineering Examiners and the State University of Iowa and Iowa State University of Science and Technology, pertaining to Services to be rendered by the Universities to the State Board of Engineering Examiners, was submitted:

It is hereby agreed between the Iowa State Board of Engineering Examiners and the State University of Iowa and the Iowa State University of Science and Technology

1. That subject to the limitations in paragraph 3, the universities will render the following services, when called upon by the Board of Engineering Examiners to do so:
  - a. Various phases of preparation of examination material, including submission of question material or analyses of question material submitted by the Board as to time, experience and judgment required for solution; or statement, wording clarity, timeliness, subject content, etc., of examination questions proposed; solutions,

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comments and, when advisable, suggestions for revisions of statement of context.

- b. Assist in the conducting of examinations.
- c. Assist in the grading of examinations.
2. That the individual members of the Board of Engineering Examiners may contact the respective deans of the engineering colleges of the two state universities to request and obtain such services required by said Board members, subject to the limitations in paragraph 3.
3. That no individual member of the teaching staffs of the two universities is to be requested or expected to render services to the Board of Engineering Examiners that will impose a burden or hardship upon himself with respect to rendering the basic services for which he is employed, as determined by the respective deans of the engineering colleges.
4. That the respective universities be compensated for these services at the rate of not more than \$10.00 per man-hour plus actual expenses for required travel and other necessary expenditures.
5. That the respective University Business Offices render invoices quarterly to the Board of Engineering Examiners, detailing services rendered for the immediate previous quarter year and that the Board of Engineering Examiners be authorized to pay such invoices directly to the respective universities.
6. That faculty members of the respective colleges of engineering who are, or may become, members of the Iowa State Board of Engineering Examiners, may be paid by the Iowa State Board of Engineering Examiners the per diem fee prescribed by law for service on the Board, this fee to be over and above the basic salaries paid such faculty members by the respective universities.
7. That the universities may provide compensation to staff members involved in assisting the Board of Engineering Examiners, such compensation to be over and above the basic salaries of such staff members.
8. That this agreement shall become effective \_\_\_\_\_, 1961, and shall continue in effect until terminated by either party, the two universities as one party to this agreement or by the State Board of Engineering Examiners as the other party, upon ninety (90) days notice in writing, one to the other.

Mrs. Evans moved that the foregoing contract be authorized, subject to approval by the Attorney General of Iowa; and the motion was seconded by Mr. Noehren and passed.

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INVESTMENTS. Mr. Gernetzky submitted a report of the investments made by the Finance Committee for the month of December, 1960, and the report was accepted.

TRAVEL AUTHORIZATION. On motion by Mr. Drebenstedt, which was seconded by Mrs. Valentine and passed, authority was granted to request the Executive Council of Iowa to approve a travel authorization for David A. Dancer to attend a conference of the Executive Committee of the Executive Officers of State Wide Boards of Higher Education to be held in St. Louis, Missouri, on February 1 and 2, 1961.

NEXT MEETING. The next meeting of the State Board of Regents will be held in its office in Des Moines, Iowa, on February 9-10, 1961.

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The following business relating to general or miscellaneous matters was transacted on January 13, 1961.

SUMMARY REPORT - RESOURCES AND NEEDS FOR HIGHER EDUCATION IN IOWA. The State Board of Regents spent considerable time discussing the following recommendations contained in the summary report, entitled "Resources and Needs for Higher Education in Iowa", of Raymond C. Gibson, Director of the Study of the Problems of Higher Education in Iowa:

No. 18 and No. 19, Establishment of regional community colleges

No. 26, Transfer of the Iowa School for the Deaf, the Iowa Braille and Sight-Saving School, and the State Sanatorium

No. 29, Tuition scholarships

No. 30, Institutional Research and Coordination - Broadening functions of Finance Committee



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IOWA-DES MOINES NATIONAL BANK - SAFE DEPOSIT BOX - ACCESS. The following resolution was submitted:

BE IT RESOLVED that, until written notice to the contrary is given by the State Board of Regents to the Safe Deposit Department of the Iowa Des Moines National Bank, access to the safe deposit box indicated in this resolution shall be granted as follows, and the persons named herein shall have full authority to enter said safe deposit box, make deposits therein or remove any part or all of the contents thereof, to rent safe deposit boxes and to execute leases therefor in the name of the State Board of Regents, to amend or cancel said leases, to exchange or surrender the safe deposit boxes, and in all other respects to represent the State Board of Regents:

Box No. 1819, containing securities belonging to the Iowa State Teachers College, the Iowa Braille and Sight-Saving School, the Iowa School for the Deaf, the State Sanatorium, and the Eudora F. McGregor Fund held for the Iowa Braille and Sight-Saving School: At least two signatures required, those of any one or all members of the Finance Committee - Carl Gernetzky, David A. Dancer - and of either James L. Bailey, Treasurer of the Iowa State Teachers College, or L. L. Berry, Treasurer of the Iowa Braille and Sight-Saving School, or C. E. Geasland, Treasurer of the Iowa School for the Deaf, or Wayne R. Lacina, Treasurer of the State Sanatorium.

BE IT FURTHER RESOLVED that this resolution, when adopted, will supersede all prior resolutions dealing with the matters herein set forth.

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

EXECUTIVE SESSION. The Board resolved itself into executive session at one-thirty p. m. The Board arose from executive session at 2:15 p. m., and resumed regular business.

FINANCE COMMITTEE - VACANCY. President Hagemann reported that in executive session the vacancy on the Finance Committee had been discussed and that applicants for the position had been considered.

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IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on January 13, 1961:

EXCUSED FROM MEETING. Mr. Gernetzky reported that the Finance Committee had excused Superintendent Berg and Business Manager Geasland from attending the January 12-13, 1961, Board meeting.

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 December, 1960, were approved and ratified.

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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 January 13, 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 December, 1960, were approved and ratified.

TILE SILO. Upon the recommendation of the Building and Business Committee authority was granted to raze the tile silo at the Iowa Braille and Sight-Saving School with the use of school labor. The silo was advertised for sale, but no bids were received.

PHYSICAL EDUCATION BUILDING AND EQUIPMENT - EQUIPMENT. Upon the recommendation of the Building and Business Committee authority was granted to purchase the following for the sound and public address system in the Physical Education Building, payment to be made from the allocation for equipment in the project budget:

"Area switching" added at a cost of \$25.00, from the Communications Engineering Company;

Turntable at a cost of \$40 for a Voice of Music four-speed pan-type record player with ceramic flip-over sapphire cartridge, from the Communications Engineering Company.

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STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on January 13, 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 December, 1960, were approved and ratified.

FIRE PROTECTION - EMPLOYEES BUILDING - SPRINKLING SYSTEM - ENGINEERING SERVICES. Upon the recommendation of the Building and Business Committee the proposed contract submitted by the Stanley Engineering Company, Muscatine, Iowa, for engineering services for the sprinkling system to be installed in the Employees Building on a fee basis of not to exceed \$3,000 for the services proposed, was approved and the Secretary of the State Board of Regents was authorized to sign it. (See page 215, Board minutes of December 8-9, 1960.)

ADDITION TO POWER PLANT AND EQUIPMENT - UTILITY SYSTEM IMPROVEMENTS - PLANS AND SPECIFICATIONS. Upon the recommendation of the Building and Business Committee the preliminary plans prepared by the Stanley Engineering Company for the Utility System Improvements, Addition to Power Plant and Equipment, were approved and authority was granted to proceed with the preparation of the final plans and specifications for the project, which is estimated to cost \$180,000. (See pages 14-15, Board minutes of July 14-15, 1960.)

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STATE UNIVERSITY OF IOWA

The following business relating to the State University of Iowa was transacted on January 13, 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 December, 1960, were approved and ratified.

**LEAVES OF ABSENCE.** Upon the recommendation of the Educational Policy Committee and President Hancher the following leaves of absence were granted:

Kirk H. Porter, professor emeritus in the Department of Political Science, College of Liberal Arts, for the second semester of the academic year 1960-1961, without salary, at his own request.

Nicholas S. Halmi, professor in the Department of Anatomy, College of Medicine, for the period April 1, 1961, through March 31, 1962, without salary or insurance, to accept a National Science Foundation post-doctoral fellowship for research in England and Bethesda, Maryland.

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

Robert C. Hardin, professor in the Department of Internal Medicine and associate dean in the College of Medicine, salary changed from \$11,500 (P plus 100%) to \$23,000 without commutation fraction, plus insurance programs, twelve months' basis, effective as of January 1, 1961, payable from Account A 510, line 6.

Charles Gibson, professor in the Department of History, College of Liberal Arts, salary increased from \$9,100 to \$11,000 plus insurance programs, nine months' basis, effective February 6, 1961, payable from Account A 154.

**DIVISION OF SPECIAL SERVICES.** Upon the recommendation of the Educational Policy Committee and President Hancher a Division of Special Services, outlined as follows, was established effective February 1, 1961:

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I. Relation of the Division to Other University Units

The executive officer of this Division would be directly responsible to the President, except in those circumstances where the Provost acts for the President. He would have no jurisdiction over any person or unit outside his own Division. No dean of any college would be responsible to him nor would he be responsible to any dean. No curriculum nor educational program would be under him except as one might be explicitly set up within the Division with the approval of the State Board of Regents.

II. The Units and Functions of the Division

- A. Institute of Public Affairs. The Institute would remain unchanged, except that it would be transferred from the Provost to this Division.
- B. Bureau of Police Science and Campus Security. The Building and Campus Security Force would be transferred from the Superintendent of Physical Plant, where of necessity it is handled on a non-professional basis, to the new Division where it should be designated the Bureau of Police Science and Campus Security and placed under Professor Richard Holcomb, of the Institute of Public Affairs, as director.
- C. Central Records Office for Long Range Planning. The records are to be centralized in this Division and not the act of planning itself. If the officers of central administration are to have adequate information on all that has been done and that needs to be done in the planning area, there must be some central office where the separate plans of the colleges and units can be recorded, digested and analyzed, and made readily available to the President and the Provost. The same thing needs to be done in a central records office for curricula and future curricular needs, where they can be analyzed in relation to each other and to the over-all needs of the University and the constituency it serves.
- D. Institutional Research and Central Records Office. Coordinating center where research done by the Registrar's Office, the several colleges and individuals can be collected and coordinated so that the central administration knows what research is available, what is needed but not done, and how the results of research can be disseminated and utilized.
- E. Relationships to Governments (Law and Regulations.) Centralization of noting bills in Congress which may affect the University's operations, analyzing their provisions and keeping informed of changes in rules and regulations, and providing help to the Graduate Dean, the Associate Dean for Medical Research and other interested faculty; to be watchful of state programs and federal programs routed through the states; the implications for the

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State University of Iowa of legal and financial relationships between the City and the University and the County and the University growing out of the Bartholemew surveys and other developments; and exploring the question of cooperation with the International Cooperation Administration or the United Nations in international programs.

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

Robert F. Ray, from professor and director of the Institute of Public Affairs to professor and director of the Institute of Public Affairs and dean of the Division of Special Services, without change in compensation, effective February 1, 1961.

John C. Gerber, from professor in the Department of English, College of Liberal Arts, to professor and chairman for a four-year term in the Department of English, College of Liberal Arts, effective September, 1961; salary to be included in the budget recommendations for the fiscal year 1961-1962.

APPOINTMENT. Upon the recommendation of the Educational Policy Committee and President Hancher, Lula E. Smith, associate professor emeritus in the Department of Home Economics, College of Liberal Arts, was appointed to serve on a full-time basis during the second semester of the academic year 1960-1961, at a total salary for the period of \$3,755; salary to be paid from Account A 156 as follows: line 5, \$2,405; line 15, \$1,350.

UTILITY CONNECTIONS TO NEW BUILDING CONSTRUCTION - CONTRACTS. The Building and Business Committee reported that on November 18, 1960, a public hearing was held in regard to the Utility Connections to New Building Construction, and that no objections were filed and no objectors appeared; and that on December 22, 1960, bids for the project were received and opened. (See Finance Committee minutes of November 17-18, 1960, and December 22, 1960.) Copies of the tabulation of bids were distributed to Board members.

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Upon the recommendation of the Building and Business Committee the contracts for Utility Connections to New Building Construction were awarded to the low bidders, as follows, subject to the approval and the allocation of funds by the Budget and Financial Control Committee, and the Secretary of the State Board of Regents was authorized to sign the contracts when satisfactory bonds have been filed:

Mechanical contract to Hagan Company, Sioux City, Iowa, on the basis of that firm's low base bid of	\$185,199
Electrical contract to Fandel Electric, Cedar Rapids, Iowa, on the basis of that firm's low base bid of	88,339

UTILITY CONNECTIONS TO NEW BUILDING CONSTRUCTION - ALLOCATION OF FUNDS.

Upon the recommendation of the Building and Business Committee authority was granted to request the Budget and Financial Control Committee to allocate from the control accounts to the project accounts the following funds:

From appropriations for	
Library Addition without Equipment, 6-1-1-4-6-58	\$22,000
Pharmacy Building without Equipment, 6-1-1-8-58	50,000
Chemistry Building without Equipment, 6-1-1-10-58	50,000
Utilities, 6-1-1-2-58	<u>156,338 (1)</u>
Total amount to be allocated	\$278,338 (1)

(1) Includes \$4,800 for electric cable purchased by the State University to be furnished to contractor.

PURCHASE OF PROPERTY - HENRY L. FISK AND CHARLOTTE FISK. The Building and Business Committee reported that on December 19, 1960, the Executive Council of Iowa approved the action of the State Board of Regents authorizing the purchase of properties located at 327 North Capitol, 331 North Capitol, 9 West Davenport, and 15 West Davenport, Iowa City, Iowa, from Henry L. Fisk and Charlotte Fisk. (See page 226, Board minutes of December 8-9, 1960.)



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HILLCREST DINING EQUIPMENT CONNECTIONS AND SERVICES COMPLETION - MECHANICAL CONTRACT - ACCEPTANCE. The Building and Business Committee reported that on January 3, 1961, John Jenks, for the State University of Iowa and Jerry Ryan, for the Ryan Plumbing and Heating Company, Inc., inspected the mechanical work for the Hillcrest Dining Equipment Connections and Services Completion 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 for the Hillcrest Dining Equipment Connections and Services Completion was accepted as of this date, January 13, 1961, from the Ryan Plumbing and Heating Company, Inc., and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

LAW CENTER WITHOUT EQUIPMENT (LAW ANNEX), SERVICES COMPLETION - PHARMACY BUILDING WITHOUT EQUIPMENT, SITE CLEARANCE - MECHANICAL WORK - ACCEPTANCE. The Building and Business Committee reported that on January 3, 1961, Art Musack, for the State University, and Jerry Ryan for the Ryan Plumbing and Heating Company, Inc., inspected the mechanical work for the Law Annex Services and the Pharmacy Building Site Clearance 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 for the Law Annex Services and the Pharmacy Building Site Clearance was accepted as of this date, January 13, 1961, from the Ryan Plumbing and Heating Company, Inc., and payment of the final estimate in

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accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

IOWA MEMORIAL UNION, ADDITION OF UNITS IV, V, AND VI - PETITION. Secretary Dancer reported that the case of the Iowa Hotel Association, et al, vs. the State Board of Regents, et al, had been set for trial before Tom K. Murrow, Judge of the District Court, Des Moines, Iowa, at 9 a. m., January 16, 1961. (See page 107, Board minutes of September 8-9, 1960; page 148, Board minutes of October 13-14, 1960; page 184, Board minutes of November 10-11, 1960; and page 218, Board minutes of December 8-9, 1960.)

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IOWA STATE TEACHERS COLLEGE

The following Business relating to the Iowa State Teachers College was transacted on January 13, 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 Teachers College for the month of December, 1960, were approved and ratified.

BUDGET FOR 1961 SUMMER SESSION. Upon the recommendation of the Educational Policy Committee and President Maucker the budget for the 1961 summer session was adopted. (See page 230, Board minutes of December 8-9, 1960.)

A summary of the budget is, as follows:

Source of support		
Provided for in the 1960-1961 budget	\$ 73,000.00	
To be provided in the 1961-1962 budget	<u>146,000.00</u>	\$219,000
Estimated expenditures		
Salaries	\$208,400.50	
Other expense	5,225.00	
Fund for use of Summer Session Director's Office to defray expense of additional personnel, etc.	<u>5,374.50</u>	\$219,000

SERVICE CHARGE - RETURNED CHECKS. Upon the recommendation of the Building and Business Committee authority was granted for the Iowa State Teachers College to impose a service charge of \$2.00 per check against students and staff for the collection of checks previously presented but returned as uncollectible on account of "insufficient funds", "no account", etc.

DORMITORY INSURANCE - CAMPBELL HALL. The Building and Business Committee reported that on December 28, 1960, the Iowa State Teachers College received and opened bids for fire and extended coverage insurance for Campbell Hall;

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that only one bid was received; and that the insurance had been awarded to the Joe Petersen Agency, Cedar Falls, Iowa, on the basis of that firm's bid of \$117.55 for fire and extended coverage insurance with the Building Owners Federation of Mutual Fire Insurance Companies for three years beginning January 14, 1961, as follows: building coverage, \$108,000; contents \$12,000; 90% co-insurance.

PURCHASE OF PROPERTY - FRED WILFANG. The following resolution was submitted:

WHEREAS, the following described property is needed for the use and benefit of the Iowa State Teachers College:

The west 16.0' of the east 301.0' of the north 214.0' of the south 384.0' of the southeast quarter of the southwest quarter (SE  $\frac{1}{4}$  SW  $\frac{1}{4}$ ) of Section 14, Township 89 north, Range 14 west of the 5th PM and being situated in Black Hawk County, Iowa.

WHEREAS, the Business Manager of the Iowa State Teachers College reported that the property described in the foregoing paragraph could be purchased from the owner, Fred Wilfang, at a price of \$500.00; now, therefore,

BE IT RESOLVED, that the expenditure of funds for the purchase of the property is for the best interests of the state; and,

BE IT FURTHER RESOLVED that, subject to approval by the Executive Council of Iowa under the provisions of Section 262.9, 1958 Code of Iowa, and the Budget and Financial Control Committee, the property described in this resolution be purchased from the owner, Fred Wilfang, at a price of \$500.00, payable from funds appropriated by the 58th General Assembly for land purchases upon delivery of a satisfactory abstract of title and deed and possession of the property.

Mr. Barlow moved that the foregoing resolution be adopted. The motion was seconded and on roll call the vote was, as follows:

Aye: Mr. Barlow, Mr. Crabbe, Mr. Drebenstedt, Mrs. Evans, Mr. Gillette, Mr. Noehren, Mrs. Rosenfield, Mrs. Valentine, and Mr. Hagemann.

Nay: None.

Absent or not voting: None.

The chairman declared the resolution adopted.

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IOWA STATE UNIVERSITY

The following business relating to the Iowa State University was transacted on January 13, 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 December, 1960, were approved and ratified.

LEAVE OF ABSENCE. Upon the recommendation of the Educational Policy Committee and President Hilton a leave of absence without salary was granted to C. J. Drake, Professor of Entomological Studies in the Industrial Science Research Institute, for the period December 1, 1960, to February 28, 1961, in order that he may continue his research at the Smithsonian Institution.

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:

Edward H. Ohlsen, from professor in the Department of Theoretical and Applied Mechanics, College of Engineering, at a salary of \$8,800, nine months' basis, plus annuity, to professor and acting head of the Department of Theoretical and Applied Mechanics, College of Engineering, at a salary of \$12,000, twelve months' basis, plus annuity, effective as of January 1, 1961.

Wayne R. Moore, from associate professor in the Department of Industrial Engineering, College of Engineering, at a salary of \$9,000, nine months' basis, plus annuity, to associate professor in the Department of Industrial Engineering, College of Engineering, and costs analyst in the President's Office, at a salary of \$9,500, nine months' basis, plus annuity, effective January 15, 1961.

Virgil S. Lagomarcino, from professor in the Department of Vocational Education, College of Agriculture, at a salary of \$10,000, twelve months' basis, plus annuity, to professor in the Department of Vocational Education,

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College of Agriculture, and director of Teacher Education (reestablished position), at a salary of \$11,200, twelve months' basis, plus annuity, effective March 1, 1961. The responsibilities of the Director of Teacher Education will include the following:

1. Leadership and coordination of the teacher education program at the Iowa State University.
2. Certification of teachers trained at Iowa State.
3. Placement of teachers trained at Iowa State.
4. Coordination of the various aspects of the program for practice teaching.
5. Leadership in the planning and evaluation of the teacher education curricula.
6. Appraisal and recommendation on budget allocation and desirable personnel action involving the teacher education faculty.

APPOINTMENT. Upon the recommendation of the Educational Policy Committee and President Hilton, Walter F. Wedin was appointed associate professor in the Department of Agronomy (Farm Crops), College of Agriculture, at a salary of \$11,000, plus annuity, twelve months' basis, effective February 15, 1961.

DEATH. Mr. Gillette stated that President Hilton had reported to the Educational Policy Committee the death on December 17, 1960, at the age of 62, of Alvin M. Hanson, associate professor in the Department of Landscape Architecture, College of Agriculture. He had been a member of the Landscape Architecture staff since 1934.

IOWA STATE UNIVERSITY ALUMNI ACHIEVEMENT FUND (THE ALUMNI FUND). Upon the recommendation of the Educational Policy Committee the following statement of commendation was authorized:

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The State Board of Regents, in reviewing the work of the Iowa State University Alumni Achievement Fund during its 10 years under an annual giving program, finds here a remarkable record of voluntary support for the University. This support has come in the vital area of scholarships for worthy students who might otherwise be unable to attain a university education, in the equally important task of encouraging excellence in teaching and in scholarly attainment among faculty members, and in numerous other ways by which the prestige of the University has been enhanced and its educational and research programs strengthened. Thousand of alumni and friends of the University have contributed more than two million dollars toward its well being. This substantial sum has been utilized in advancing worthwhile projects for which state funds are limited or unavailable. Iowa State has increased in stature, and has broadened its benefits to all people because of the support of the Alumni Achievement Fund. We commend the fund for its success in the past decade, and wholeheartedly endorse its aims and objectives.

CHEMISTRY LABORATORY RENOVATION AND CHEMISTRY, REMODEL FOR BIO-CHEMISTRY  
(Alterations to Chemistry building) - LABORATORY EQUIPMENT - CONTRACT.

At the meeting held on December 8-9, 1960, the awarding of the contract for the Laboratory Equipment was delayed, pending the receipt and examination of samples submitted by the Metalab Equipment Company, the low bidder. (See page 238, Board minutes of December 8-9, 1960.)

Upon the recommendation of the Building and Business Committee the low bid of \$134,880.00, submitted by the Metalab Equipment Company, for the Laboratory Equipment for the Alterations to the Chemistry Building was rejected for the following reasons:

- a. Poor record of performance as reported by other users.
- b. Lack of coordination of manufacture, shipping and installation as reported by other users.
- c. Sub-standard workmanship indicated by inspection of Metalab manufacturing facilities and methods.
- d. Poor quality of sample submitted to us on an earlier project.
- e. Doubt as to whether Metalab has ever manufactured wood laboratory equipment of the standard specified.
- f. Unfavorable comments by following users and architects:

Temple University, Physical Plant Superintendent  
General State Building Authority, Pennsylvania

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Lincoln University, Oxford, Pennsylvania  
Nolen and Swinburne, Architects, Temple University  
State Architect of Kansas  
Parsons - Brooks - Borg, Architects for  
National Animal Disease Laboratory, Ames, Iowa  
University of Illinois, Chicago Medical Center  
Southern Illinois University

Upon the recommendation of the Building and Business Committee the contract for the Laboratory Equipment for the Chemistry Laboratory Renovation and Chemistry, Remodel for Bio-Chemistry, (Alterations to Chemistry Building) was awarded to second low bidder, the Kewaunee Manufacturing Company, on the basis of that firm's base bid of \$148,572.00, subject to approval by the Budget and Financial Control Committee; the Secretary of the State Board of Regents was authorized to sign the contract when a satisfactory bond has been filed; and the following revised project budget was adopted: (See page 238, Board minutes of December 8-9, 1960.)

Funds available

Appropriations, 58th G. A.  
Chemistry, Laboratory Renovation \$250,000  
Chemistry, Remodel basement for Bio-Chemistry 125,000  
Transfer from appropriation for Library Addition 10,000 \$385,000

Estimated expenditures

Construction contracts  
Total of four contracts awarded 358,636  
Architects, engineering and supervision 21,000  
Builders Risk insurance 750  
Physical Plant expense (estimated) 1,700  
Contingencies and miscellaneous 4,914  
Total estimated expenditures \$387,000  
Less estimated tax refunds 2,000  
Net project budget \$385,000

ATOMIC ENERGY COMMISSION - AMES LABORATORY - LABORATORY FURNITURE. The Building and Business Committee reported that on January 9, 1961, officials of the Iowa State University received and opened bids for laboratory furniture and equipment for the Ames Laboratory of the Atomic Energy



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Commission as follows: (See page 49, Board minutes of July 14-15, 1960.)

	<u>Firm price</u>
Browne-Morse Company	\$37,247.00
Kewanee Manufacturing Company	35,600.00
Laboratory Furniture Company	37,931.00
E. H. Sheldon and Company	39,767.50
Metalab Equipment Company	33,657.00

Upon the recommendation of the Building and Business Committee the awarding of the contract for Laboratory Furniture and Equipment for the Ames Laboratory of the Atomic Energy Commission deferred pending clearance by the Atomic Energy Commission.

LIBRARY ADDITION AND EQUIPMENT - REMODELING IN OLD LIBRARY. Upon the recommendation of the Building and Business Committee authority was granted to proceed on force account by the Physical Plant Department and/or quotations for remodeling in the old part of the Library, as follows, subject to approval of the project and allocation of \$23,135.00 for this purpose from the appropriation made by the 58th General Assembly for Library Addition and Equipment:

1. Remodel rooms 303, 304, and 305 into two rooms to be used as a classroom and a map and chart room \$ 4,660
  2. Remodel rooms 200, 202A and 204 for cataloging and order room 5,325
  3. Remodel women's staff room (106) 4,625
  4. Install vinyl floor tile in basement work rooms 965
  5. Remodel Reserve Room (101) to permit open shelf operation 7,560
- \$23,135

LEASE - NEWELL POST 193, AMERICAN LEGION. Secretary Dancer reported that on January 9, 1961, the Executive Council of Iowa approved the action of the

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State Board of Regents authorizing the renewal of a lease with Newell Post 193, American Legion, covering a 88.88 farm located in Buena Vista County, Iowa. (See page 200, Board minutes of November 10-11, 1960.)

ADJOURNMENT. President Hagemann adjourned the meeting at 3:30 p. m.,  
January 13, 1961.

  
David A. Dancer, Secretary