

Des Moines, Iowa
March 8 and 9, 1962

The State Board of Regents met in its office in the State Office Building in Des Moines, Iowa, on March 8 and 9, 1962.

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	March 8, only
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	All sessions
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	All sessions
Dean Lang	All sessions
Business Manager Jennings	All sessions

Iowa School for the Deaf

Superintendent Berg	All sessions
Business Manager Geasland	All sessions

State Sanatorium

Superintendent Spear	All sessions
Business Manager Wynn	All sessions

Iowa Braille and Sight-Saving School

Superintendent Iverson	All sessions
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March 8-9, 1962 - General or miscellaneous

The Board met at 2:30 p.m., Thursday, March 8, 1962, 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 March 8, 1962:

OFF CAMPUS AND EXTENSION SERVICES. R. J. Blakely, Dean of the Extension Division of the State University of Iowa, presented a report dated March 8, 1962, setting out further analysis regarding Extension and Special Services to enable the Board to judge the merits of the recommendations of the State University of Iowa. (See pages 246-249 and page 250, Board minutes of February 8-9, 1962.)

The following is taken from page 28 of Dean Blakely's report of March 8, 1962:

"In SUI'S presentation to the Regents on February 8, a possible organizational chart was given. It was not defended in detail then, nor is it defended in detail now. The principles are:

1. The adoption of an official policy of formal cooperation for certain clearly defined objectives;
2. The establishment of an instrument to serve these objectives that would enable it
 - a. To work as an instrument of the Board;
 - b. To act as a continually on-going, rather than an occasional instrument. This does not, of course, mean in continual session, but it does mean as a continual concern."

March 8-9, 1962 - General or miscellaneous

President Maucker submitted the following statement dated March 5, 1962, regarding the need for policy decisions on Extension Services by the State Board of Regents:

"In accordance with the Regents' action in February, I wish to submit the following comments concerning policies governing extension services of the three institutions:

1. Extension services are, as the term implies, an extension of on-campus instructional, research, and service programs beyond the confines of the campus to the citizens of the state. Since these services involve considerations regarding availability, duplication, and coordination similar to those we deal with constantly regarding our on-campus programs, we ought to have a systematic process for inter-institutional review and Board approval of innovations in extension services just as we have with regard to offerings and programs on campus.

I believe it would be in order for the State Board of Regents to adopt a formal statement of policy requiring each president to secure Board approval of any new extension programs or services or offerings, or any major change in, or additions to, existing programs, before putting such programs into operation. I believe that the policy statement should indicate that this does not require prior approval of minor administrative changes in present programs and that, when a course is approved as a part of the on-campus offerings, it is also approved for offering off-campus if the institution operates an extension program in the field in question. The Educational Policies Committee might refer such innovations to the Inter-Institutional Committee on Educational Coordination just as it does now with curricular changes and new programs.

Specifically, since the possibility of federal subsidies for new ventures in extension services looms on the horizon and apparently causes undesirable inter-institutional tensions, the Board should state clearly at this time that the institutions are to report to the Board any new federal legislation, as they occur, so that the Board may decide the basis for future participation by Iowa institutions.

2. Coordination of extension services and, in some cases, cooperation in both planning and carrying out extension programs are highly desirable, but we should not establish machinery for joint administration of our extension programs. The administrative integrity of each program on each campus should be maintained. I would make the following two suggestions:
 - a. That the Board appoint an Inter-Institutional Committee on Extension Services, consisting of one or two persons from each institution (including the directors of extension) as a mechanism for inter-institutional cooperation comparable to our present inter-institutional committees of registrars, business managers, purchasing agents, and librarians.

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- b. That the Board request this committee to submit an annual report from the committee (one report, not three) to the State Board of Regents through the Inter-Institutional Committee on Educational Coordination with opportunity for review and comment by the presidents, plus such other interim reports on special occasions as the committee may deem wise or the Board may request.

That the Board request that one section of this annual report deal specifically with ways in which the institutions may coordinate their programs and cooperate in the development of improved services, including long-range projections of imaginative innovations to meet vital needs of the people of Iowa."

President Hilton submitted an eleven-page "Statement by Iowa State University on Interinstitutional Cooperation in Extension Work", dated March 2, 1962, pages 10 and 11 of which read as follows:

"Therefore, Iowa State proposes that the Board of Regents establish an Advisory Committee on Extension Cooperation, as a Sub-committee of the Inter-institutional Committee on Educational Coordination. This Sub-committee on Extension Cooperation would be composed of not more than two members from each of the three institutions of higher learning. Members would be chosen from among administrative officials having responsibility for the conduct of extension work and related services at the three institutions. They would be nominated by the Presidents of the three institutions and appointed by the Board of Regents. The chairmanship of the Extension Sub-committee could rotate among representatives of the three institutions.

"It is further recommended that the Sub-committee on Extension Cooperation report to the Board of Regents through the Interinstitutional Committee on Educational Coordination, thereby enabling Extension Sub-committee's work to be better integrated into the total educational programs of the three institutions. This arrangement would have the added advantage of having only one standing Interinstitutional Committee reporting to the Board on educational policy matters.

"The responsibilities of the proposed Advisory Sub-committee on Extension Cooperation might include the following:

1. Review periodically the programs being conducted by each institution and prepare an annual report which would highlight both the cooperative endeavors and individual extension service accomplishments.
2. Prepare an inventory of the current extension educational resources in each of the institutions and describe the manner in which these can best be used within the state.
3. Review the broad state problems with which extension education should be most concerned.

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4. Identify the specific extension programs and activities for dealing with the broad problems in item three above. Consideration would be given to those programs for which each institution would exercise its unique individual contribution and to those programs in which cooperative planning and programming would be advantageous.
5. Perform such other advisory and informational functions as may be assigned by the Board of Regents through the Interinstitutional Committee on Educational Coordination."

Considerable time was spent discussing the presentations regarding off campus and extension services.

*Mrs. Rosenfield moved that a policy for formal cooperation by the three institutions in the areas of extension and the future of extension in the State of Iowa be considered by the three Presidents with the Committee on Educational Coordination, with the Committee calling upon other experts. The motion was seconded by Mr. Oberhausen and passed.

* This motion rescinded and another adopted in lieu thereof. See following action.

March 9, 1962

The following business relating to general or miscellaneous matters was transacted on March 9, 1962:

OFF CAMPUS AND EXTENSION SERVICES. Mrs. Rosenfield moved that the motion in regard to off campus and extension services that was passed on March 8, 1962, be rescinded and that the following be adopted in lieu thereof:

That the possibility of the development of a system for formal cooperation by the State University of Iowa, the Iowa State University, and the State College of Iowa in the areas of extension be referred by their presidents to the Committee on Educational Coordination for its consideration; and that the Committee should secure necessary information from specialists in the field of extension in the three institutions and report back to the Board recommendations for future policy and procedures in extension services.

The motion was seconded by Mr. Oberhausen and passed.

March 8-9, 1962 - General or miscellaneous

SURVEY - EDUCATIONAL LOAD FACTORS AND COSTS - REPORT. The Committee of Nine appointed by the State Board of Regents to make a survey to determine educational load factors and costs appeared before the Board and made a progress report. (See page 177, Board minutes of December 14-15, 1961.)

Marshall R. Beard, Chairman of the Committee, stated that copies of "A Summary of Comments Presented to the State Board of Regents" in executive session on February 8, 1962, about the per student costs by level of instruction for 1960-1961 had been mailed to Board members on February 27, 1962; and copies of a "Fact Sheet" dated March, 1962, were distributed.

APPROVAL OF MINUTES. On motion, which was seconded and passed, the minutes of the meeting the State Board of Regents held on February 8-9, 1962, 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:

State Sanatorium	January 24, 1962
Iowa Braille and Sight-Saving School	January 30, 1962
Iowa School for the Deaf	February 6, 1962

COMMITTEE ON EDUCATIONAL COORDINATION - REPORT. Dean Lang reported that the Committee on Educational Coordination had met and done some preliminary work to get a report and recommendations in regard to off campus and extension services ready for the May meeting.

INVESTMENTS. Mr. Gernetzky distributed copies of a report of the investments made by the Finance Committee during the month of February, 1962. The report was accepted.

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INVESTMENTS - INVENTORY OF SECURITIES. At the meeting held on February 8-9, 1962, copies of an inventory of securities belonging to the institutions, as of June 30, 1961, were distributed to Board members, and President Hagemann stated that the report would be considered at the March meeting. (See page 251, Board minutes of February 8-9, 1962.)

Mr. Oberhausen moved that a similar report be given to each member of the Board after June 30 of each year. The motion was seconded and passed.

FEDERAL ASSISTANCE - HIGHER EDUCATION FACILITIES. Secretary Dancer reported that he had written to Iowa senators and representatives in Congress in regard to H. R. 8900 and S. 1241, bills for federal assistance for higher education facilities; and that there were differences of opinion in regard to the bills in the House and in the Senate and uncertainty as to what kind of a bill, if any, would be passed.

LEGISLATIVE ASKINGS FOR 1963-1965 - BASIC ASSUMPTIONS - PROCEDURE. At the meeting held on February 8-9, 1962, consideration was given to the formulation of the basic assumptions in connection with the legislative askings for 1963-1965, and the matter was referred to the Finance Committee and the administrative officials of all institutions for preliminary studies. (See page 253, Board minutes of February 8-9, 1962.)

Secretary Dancer reported that the Finance Committee and the administrative officials had met in Iowa City, Iowa, on February 20, 1962; that there was nothing to be recommended at this time in regard to the basic assumptions in connection with the legislative askings for 1963-1965; and that the group would meet again the latter part of March and might have a recommendation at the next meeting of the Board.

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CONFERENCE ON HIGHER EDUCATION, ASSOCIATION OF HIGHER EDUCATION OF THE NATIONAL EDUCATION ASSOCIATION. Secretary Dancer stated that Mr. Molison, Mr. Cottrell, Mr. Gernetzky, and he had attended the 17th Annual National Conference on Higher Education, sponsored by the Association of Higher Education - National Education Association, held in Chicago, Illinois, on March 4-7, 1962; and that some of the topics the discussion groups they attended dealt with were those in which the Board was interested: year-round operation; federal assistance for facilities; student aid practices; concepts and programs for higher education in the future; interinstitutional cooperation; statewide coordination of higher education; etc.

PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE - MOTOR VEHICLES. On motion, which was seconded and passed, the Finance Committee was authorized to develop specifications for public liability and property damage insurance on motorized equipment for the period July 1, 1962, through June 30, 1963, and to advertise for bids.

PURCHASES FROM IOWA STATE INDUSTRIES, BOARD OF CONTROL OF STATE INSTITUTIONS - PURCHASING PROCEDURES. On February 8, 1962, Norman A. Erbe, Governor, wrote to Harry H. Hagemann, President of the State Board of Regents, as follows:

"I am advised that the Board of Control, Iowa State Industries, has never been given the opportunity to enter bids for any supplies or equipment used by the State Board of Regents.

"Of course, we both are aware of the statutory provisions regarding Iowa products and I would be pleased to have a written report on this matter from you."

Mr. Cottrell distributed copies of a report on purchasing policies and practices of the institutions governed by the State Board of Regents with particular reference to the Iowa State Industries from July 1, 1957, to

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February, 1962, a copy of which was furnished Governor Erbe. The report shows that during the periods indicated purchases have been made from the Iowa State Industries by institutions under the State Board of Regents in total amounts as follows:

	July 1, 1957 to March 7, 1960		March 7, 1960 to <u>date indicated</u>
State University of Iowa	\$ 7,941.94	2/20/62	\$18,191.82
Iowa State University	3,553.05	2/15/62	14,896.48
State College of Iowa	1,901.93	2/21/62	549.61
Iowa School for the Deaf	9,408.80	2/28/62	8,171.22
Iowa Braille and Sight-Saving School	2,508.40	2/15/62	3,745.93
State Sanatorium	10,013.88	2/15/62	8,025.51

The Board reaffirmed its policy that the institutions under its jurisdiction, insofar as possible, make purchases of equipment and supplies from the Iowa State Industries when quality, price, and availability are consistent with that offered by other bidders. (See page 298, Board minutes of March 10-11, 1960.)

EXECUTIVE ORDER NO. 6, REVIEW OF ORGANIZATIONAL STRUCTURE. Secretary Dancer reported that on February 21, 1962, Governor Norman A. Erbe had issued Executive Order No. 6, a part of which is as follows:

*****"I would appreciate your taking a fresh look at the organization of your department in order to suggest various possibilities for consolidation.

"I am particularly interested in opportunities where possible to merge the functions of one division with another in order to retain present services at a saving of our taxpayers' dollar.

"Any reorganization you might suggest should be within your present statutory authority in order that changes you feel are practical may be put into effect at an early date.

"This letter is not directed specifically to your department, but is a general recommendation addressed to several state departments. I would appreciate receiving your suggestions, along with estimates of cost reduction."

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OUT-OF-STATE TRAVEL EXPENDITURES. On February 9, 1962, H. Dwaine Wicker, Legislative Fiscal Director of the Budget and Financial Control Committee, wrote to the Secretary of the State Board of Regents, as follows:

"Pursuant to Chapter 139.2 of the 59th G.A., it is the desire of this office to know the extent of out-of-state travel of all departments and institutions for the calendar year of 1961.

"Would you please forward to this office, by March 15, 1962, a statement showing the name of each individual, date of travel, purpose of travel and cost of all out-of-Iowa travel that was authorized and reimbursed."

When questioned by Secretary Dancer, Mr. Wicker stated that the report should be for out-of-state travel expenditures reimbursed from funds supported by state appropriations, only.

Mr. Cottrell stated that the information requested by the Legislative Fiscal Director is being furnished by the institutions and assembled in the Board's Office and will be delivered as soon as completed.

JOINT MEETING WITH STATE BOARD OF PUBLIC INSTRUCTION. On motion, which was seconded and passed, Secretary Dancer was authorized to arrange with Superintendent Johnston for a joint meeting with the State Board of Public Instruction when programs of mutual interest can be discussed.

DUES - ASSOCIATION OF GOVERNING BOARDS OF STATE UNIVERSITIES AND ALLIED INSTITUTIONS. The statement for the 1961 annual dues of \$700.00 for membership of the State Board of Regents in the Association of Governing Boards of State Universities and Allied Institutions was submitted; and it was moved by Mrs. Evans, seconded by Mrs. Valentine, and passed, that payment be made as follows:

State University of Iowa	40%	\$280.00
Iowa State University	40%	280.00
State College of Iowa	20%	140.00

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COAL PURCHASES FOR 1962-1963. Moved by Mrs. Rosenfield, seconded by Mrs. Valentine, and passed that the Finance Committee be authorized to prepare specifications and take bids for the coal requirements of the institutions for the year 1962-1963.

STUDY COMMITTEE ON HIGHER EDUCATION IN IOWA. Mr. Oberhausen reported that the Study Committee on Higher Education in Iowa is now in the process of proposing a new organization to take the place of the Study Committee, and that he would make a further report at a later meeting.

FIRE SAFETY RULES AND REGULATIONS. Secretary Dancer called attention to the 1961 Fire Safety Rules and Regulations for Schools and Colleges that had been adopted by the Department of Public Safety and the fact that full compliance was called for by July, 1965. He stated that these rules and regulations should be kept in mind when askings for repairs, replacements and alterations were being prepared for presentation to the 60th General Assembly.

NEXT MEETINGS. The next meetings of the State Board of Regents were scheduled, as follows:

April 12-13, 1962
May 10-11, 1962
June 14-15, 1962

Iowa State University, Ames, Iowa
Iowa School for the Deaf, Council Bluffs, Iowa
State University of Iowa, Iowa City, Iowa

March 8-9, 1962

IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on March 9, 1962:

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 February, 1962, were approved and ratified.

TRAINING OF KEY PUNCH OPERATORS. After Governor Erbe visited the Iowa School for the Deaf on January 15, 1962, he wrote to President Hagemann on January 31, 1962, a part of his letter being as follows:

"The question arose in my mind whether the terminal vocational training facilities at Council Bluffs actually utilizes all of the modern day possibilities which might be available to them. I address myself particularly to the question regarding training in data processing equipment and key punch operation which seems to be admirably suited for persons with hearing difficulties."

Superintendent Berg stated that about six of the School's recent graduates are successfully employed as key punch operators in Des Moines and Davenport through on-the-job training; that approximately 10 students or less would have the aptitude and interest to undertake key punch training each year; and he submitted a report a part of which is as follows:

Extent of the Training

On Febr. 7, 1962, Mr. Richard Franks, Agent of the International Business Machines Corp., 3102 Farnam Street, Omaha, visited our school and discussed the training in detail with the school department. For key punch operation alone, the period of actual instruction is about 2 hrs. Twenty-eight (28) additional hours of drill are usually sufficient to develop a reasonable degree of speed and accuracy.

Place of Training

For our students who have passed the aptitude test, the International Business Machines Corp., Omaha, will provide the key punch training without charge in Omaha and the trainees should be employable after one week of training.

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Positive Steps for Key Punch Training

- (a) The I.B.M. Corp. will send aptitude tests which we will administer to the nine senior girls in the vocational typing course.
- (b) Conducted tour for these nine girls at the I.B.M. Plant in Omaha on Febr. 20, 1962.
- (c) Four senior girls approved by the I.B.M. Corp. in Omaha for training in May, 1962, with our school to provide an interpreter for the 2 hour lecture period.
- (d) Certificate is awarded each girl who completes the course satisfactorily.

Advisability of School Investing in a Key Punch Machine for Instruction Purposes

We are inclined to feel a capital investment of approximately \$2000.00 in a key punch machine is not indicated because:-

- (a) There is a relatively small number of seniors in the school.
- (b) The training is offered by the I.B.M. Corporation in Omaha where the latest techniques may be learned first hand.
- (c) The training is without charge to the student or school at least for the present.

Possibility of a Key Punch Machine Being Given to the School

In the event a key punch machine is donated to the school through the efforts of the Governor, the machine would be very acceptable. It would be put to good use in reinforcing the training given by I.B.M. Corp. and in supplementing the training our students receive in printing and typing.

Training in Operation of Additional Data Processing Equipment

In addition to the key punch machine, additional data processing equipment consists of (1) Sorter (2) Accounting and (3) Verifier. The I.B.M. representative reports rental of this equipment is approximately \$3,600.00 a year. Purchase price would be approximately \$10,000.00. A trained teacher would be needed to provide the instructions for our students. Training for tabulating machine operators is over a seven or eight week period with courses in functional wiring, accounting and operation of the collator. A strong background of mathematics is required of the student. Due to the inherent difficulty that the deaf student has in English language comprehension and usage, it would appear only the exceptional student would be able to qualify for the training. Since the number of students able to qualify would be very small this training could best and more economically be provided by an established school specializing in this instruction.

The report submitted by Superintendent Berg was approved, with the understanding that a copy of it will be given to Governor Erbe.

March 8-9, 1962

IOWA BRAILLE AND SIGHT-SAVING SCHOOL

The following business relating to the Iowa Braille and Sight-Saving School was transacted on March 9, 1962:

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 February, 1962, were approved and ratified.

SUBSISTENCE CHARGES. Upon the recommendation of Superintendent Iverson and the Educational Policy Committee the subsistence charges at the Iowa Braille and Sight-Saving School were increased effective July 1, 1963, as follows, to be distributed as indicated:

	Per Month	
	<u>From</u>	<u>To</u>
Employees who live on campus		
Dietary	\$25.00	\$30.00
Buildings and Grounds	5.00	10.00
Housekeeping and Laundry	5.00	10.00
Total, per month	<u>\$35.00</u>	<u>\$50.00</u>
Dependents who live on campus		
Dietary	\$25.00	Unchanged
Buildings and Grounds	None	
Housekeeping and Laundry	None	
Total, per month	<u>\$25.00</u>	<u>Unchanged</u>
Employees who eat one or more meals per day at School but live off campus		
Main (noon) meal	\$10.00	Unchanged
Breakfast and main meal	15.00	Unchanged
Three meals a day	25.00	Unchanged

CHANGE IN TITLE. Upon the recommendation of Superintendent Iverson and the Educational Policy Committee the title of the position Secretary and Treasurer was changed to Secretary and Treasurer and Business Manager, effective July 1, 1962.

March 8-9, 1962 - Iowa Braille and Sight-Saving School

PHYSICAL EDUCATION BUILDING EQUIPMENT, 59TH G.A. The Building and Business Committee reported that quotations had been received on Physical Education Building Equipment, 59th G.A. as follows:

	<u>48 chairs</u>	<u>12 tables</u>	<u>1 chair truck</u>
Haldemann-Homme, Inc., Des Moines, Iowa	\$ 3.58 ea. 171.84	\$25.33 ea. 303.96	\$32.75
Wayne Sales Company, Grinnell, Iowa	3.65 ea. 175.00	No bid	36.00
Latta and Son, Cedar Falls, Iowa	4.09 ea. 196.32	26.59 ea. 319.08	44.20
Metropolitan Supply Co., Cedar Rapids, Iowa	3.96 ea. 190.08	No bid	87.00

Upon the recommendation of the Building and Business Committee the low quotations submitted by Haldemann-Homme, Inc., Des Moines, Iowa, were accepted with the understanding that the purchase order will cover additional items, as follows, because quotations were lower than anticipated:

68 metal folding chairs, instead of 48	\$ 3.58 ea.	\$243.44
17 folding tables, 36"x36", instead of 12	25.33 ea.	430.61
2 chair trucks, instead of one	32.75 ea.	65.50

FARM LEASE. Mrs. Valentine moved that the Secretary of the State Board of Regents be authorized to execute a lease by and between the State Board of Regents for the use and benefit of the Iowa Braille and Sight-Saving School, Landlord, and Ivan D. Anderson, Tenant, covering approximately 17 acres of land located in Section 20, Taylor Township, Benton County, Iowa, described as follows: Blocks 7, 8, 10 and 11, William's Addition, and the SW 1/4 of the NW 1/4 of Section 20, Township 85, Range 10, excepting that part now occupied by State Buildings, for the period March 1, 1962, through February 28, 1963, on a share crop basis. The motion was seconded and on roll call the vote was, as follows:

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

Nay: None.

Absent: Mr. Noehren.

The chairman declared the motion passed.

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STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on March 9, 1962:

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 February, 1962, were approved and ratified.

PROPERTY - RESOLUTION FOR TRANSFER OF JURISDICTION TO IOWA STATE HIGHWAY COMMISSION. At the meeting held on November 16-17, 1961, a proposed contract whereby the State Board of Regents agreed to furnish the Iowa State Highway Commission a transfer of jurisdiction and control of property was approved. (See page 160, Board minutes of November 16-17, 1961.)

The following resolution was submitted:

WHEREAS, under the provisions of Chapter 313, Code of Iowa 1958, the Iowa State Highway Commission has exercised its power to improve Interstate Route No. 80, which passes along lands under the jurisdiction and control of the State Board of Regents, and

WHEREAS, the cost of the relocation and construction of said highway will be paid wholly from Federal funds or from the Primary Road fund of the State of Iowa and there is no contribution therefor from the State Board of Regents, and

WHEREAS, the title to the tract of land hereinafter described is in the state of Iowa for the use and benefit of the Oakdale Sanatorium, but the State Board of Regents has no desire or intent to improve the highway hereinabove referred to as a public road out of funds appropriated for the use of the State Board of Regents, as provided in Chapter 308, Code of Iowa, 1958, and

WHEREAS, the tract of land hereinafter referred to is no longer needed or necessary for the improvement or maintenance of Oakdale Sanatorium.

NOW THEREFORE, BE IT RESOLVED, by the State Board of Regents that in consideration of the covenants, and agreements herein contained that the State Board of Regents does hereby ratify and approve the construction of Interstate Route No. 80 along the following described tract of land, located in Johnson County, Iowa, to-wit:

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"A parcel of land located in the E 1/2 of the NE 1/4 of Sec. 36, T80N, R7W of the 5th P.M., Johnson County, Iowa, lying northerly of part of the following described centerline of Interstate Route No. 80, as shown on Official Plans for Project No. I-IG-80-6(2)245.

The centerline, designated by station points 100 ft. apart numbered consecutively from west to east is described as follows: Beginning at Station 753+16, a point 143.8 ft. south of the E 1/4 corner of said Sec. 36, on the east line thereof; thence westerly 1272.2 ft. along a 5730.0 ft. radius curve, concave southerly and tangent to the following course, to Station 740+43.8; thence westerly 4,025.2 ft. to Station 700+18.6 a point 26.1 ft. north of the W 1/4 corner of said Sec. 36 on the west line thereof.

Said parcel is described as follows: All that part of the E 1/2 NE 1/4 of said Sec. 36 lying southerly of a line beginning at a point 278.5 ft. normally distant northerly from centerline, on the west line of said E 1/2 NE 1/4; thence to a point 192.5 ft. radially distant northerly from centerline at Station 742+93; thence to a point 237.0 ft. radially distant northerly from centerline at Station 747+02; thence to a point 170.0 ft. radially distant northerly from centerline, on the east line of said E 1/2 NE 1/4, containing 4.8 acres, more or less, exclusive of the present established road on the west side thereof.

Grantor hereby relinquishes all rights of direct access between Interstate Route No. 80 and grantor's remaining property adjacent thereto. This covenant shall run with the title to the land and be binding on the grantor, its successors and assigns."

and the State Board of Regents relinquishes any control or jurisdiction over said tract of land and said highway in favor of the Iowa State Highway Commission and consents that said tract of land hereinabove described shall become a part of such Interstate highway relocation under the jurisdiction and control of the Iowa State Highway Commission, subject to all rights and reversion thereof to the State Board of Regents in the event that in the judgment of said Highway Commission said parcel of land shall at any future time no longer be needed for public highway purposes.

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

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

Nay: None.

Absent: Mr. Noehren.

The chairman declared the resolution adopted.

March 8-9, 1962 - State Sanatorium

EXECUTIVE SESSION. Mr. Hagemann asked if there would be any objection to an executive session. There was no objection, and the Board resolved itself into executive session at 1:45 p.m. The Board rose from executive session at 2:20 p.m. and resumed regular business.

March 8-9, 1962

STATE UNIVERSITY OF IOWA

The following business relating to the State University of Iowa was transacted on March 9, 1962:

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 February, 1962, were approved and ratified.

RESIGNATION. Upon the recommendation of President Hancher and the Educational Policy Committee the resignation of C. J. Alexopoulos, professor and head of the Department of Botany, College of Liberal Arts, effective July 1, 1962, was accepted. Professor Alexopoulos has accepted a position at the University of Texas.

LEAVE OF ABSENCE. Upon the recommendation of President Hancher and the Educational Policy Committee a leave of absence without salary or insurance, for the 1962-1963 academic year, was granted to Vernon B. Van Dyke, professor and chairman of the Department of Political Science, College of Liberal Arts, in order that he may accept a Social Science Research Council award.

CHANGE IN APPOINTMENT. Upon the recommendation of President Hancher and the Educational Policy Committee, the appointment of Robert L. Hulbary was changed from professor to professor and chairman (for a four-year term), Department of Botany, College of Liberal Arts, effective July 1, 1962. Salary adjustment will be shown in the 1962-1963 budget.

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CHANGE IN SALARY. Upon the recommendation of President Hancher and the Educational Policy Committee, the salary of Henry H. Albers, associate professor in the Department of Labor and Management, College of Business Administration, was increased from \$10,100 to \$11,400 plus insurance programs, nine months' basis, effective as of February 5, 1962; salary payable from account A 332, line 4.

RE-APPOINTMENT. Upon the recommendation of President Hancher and the Educational Policy Committee, Norman C. Meier, professor emeritus in the Department of Psychology, College of Liberal Arts, was re-appointed on a full-time basis for the second semester of the 1961-1962 academic year at a total salary of \$4,000 without insurance programs; salary to be paid from account A 176 as follows: line 4, \$1,922; line 11, \$2,078.

NAVAL RESERVE OFFICERS TRAINING CORPS - APPLICATION. Upon the recommendation of President Hancher and the Educational Policy Committee, the State University of Iowa was authorized to make formal application for the establishment of a Naval Reserve Officers Training Corps unit at the State University of Iowa.

HONORARY DEGREE. Upon the recommendation of President Hancher and the Educational Policy Committee authority was granted to confer the honorary degree Doctor of Laws upon The Honorable Earl Warren, Chief Justice of the United States, on the occasion of the dedication of the Law Building, April 7, 1962.

INTERDEPARTMENTAL GRADUATE PROGRAM IN COMPARATIVE LITERATURE. Upon the recommendation of the Committee on Educational Coordination and the Educational Policy Committee authority was granted to establish an interdepartmental graduate program in Comparative Literature leading to the Master of Arts and

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the Doctor of Philosophy degrees, effective September 1962, as follows:

(See page 265, Board minutes of February 8-9, 1962.)

Organization. The program in Comparative Literature would be interdepartmental comprising English, Romance Languages, German, Classics, Speech and Dramatic Arts, and, as soon as possible, Russian. It would be administered by a coordinator and eight members drawn from the participating departments.

Master of Arts Program.

Language Requirements: Students would be required to be sufficiently well versed in at least one foreign language to participate in graduate courses given in that language. Qualifications would be tested by the pertinent departments.

Major Literatures: Students would be expected to study two literatures, one of which could be English and American, the other in a foreign language. Knowledge would be obtained through work in the regular departments (approximately 19 hours). To avoid fragmentation, the student would soon concentrate his study in a particular period (Renaissance, Romanticism, etc.).

Comparative Study: Students for the MA would also be expected to obtain a general knowledge of European literary traditions and an awareness of comparative methods. This knowledge would be obtained in Comparative Literature courses and seminars (approximately 11 hours).

Examination: The final examination would consist of two parts. One part would test the candidate's knowledge of his selected period. The other part would be a set book list which would test the student's competence in comparative study.

Thesis: A master's essay encompassing more than one literature.

Doctor of Philosophy Program.

Language Requirements: (1) proficiency in at least one foreign language to be equivalent to that of a student seeking a graduate degree in that subject; (2) a high degree of competence in reading and analyzing texts in one additional foreign language (preferably ancient).

Principal Requirements: The Ph. D. program would consist of three main areas:

Major: The major would be a single literature in which the candidate expects to concentrate, and his knowledge of the subject should be of corresponding quality and depth. (Minimum: 40 hours in the pertinent department)

Minor: The minor, requiring the study of at least one additional literature, would include the following alternatives: (a) a period in literary history extending over at least two centuries; (b) medieval study; (c) classical literature; (d) genre study; (e) literary criticism. (Approximately 20 hours)

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Comparative Study: A reasonable knowledge of European literary traditions and an understanding of comparative methods in scholarship and criticism. These would be obtained through Comparative Literature courses and seminars. (Approximately 20 hours)

Miscellaneous Requirements: A course in linguistics and in a medieval literature. A demonstrable knowledge of the theory and history of criticism.

Qualification and Comprehensive: A qualifying examination, ordinarily taken in the second semester of residence, would include a language examination and an interview by the Comparative Literature Committee. The written comprehensive would cover the three principal areas of the program.

Dissertation: A comparative dissertation, showing both the candidate's ability in the writing of scholarship and criticism and his proficiency in handling maturely the languages of his choice.

PROPOSED BUDGET FOR 1962-1963. President Hancher submitted preliminary budget estimates for 1962-1963, with totals, as follows:

State University of Iowa General Educational Fund	
Salaries, support, maintenance, equipment and miscellaneous	\$17,959,046
Repairs, replacements and alterations	350,000
Lakeside Laboratory	4,400
University Hospital	
Salaries, support, maintenance, equipment and miscellaneous	9,882,123
Repairs, replacements and alterations	174,300
Psychopathic Hospital	
Salaries, support, maintenance, equipment and miscellaneous	1,165,050
Repairs, replacements and alterations	13,300
State Bacteriological Laboratory	
Salaries, support, maintenance, equipment and miscellaneous	408,853
Hospital School for Severely Handicapped Children	
Salaries, support, maintenance, equipment and miscellaneous	632,600
Repairs, replacements and alterations	5,200

Biennial budget ceiling increases are involved and they will be indicated when the detailed budget is approved.

On motion, which was seconded and passed, President Hancher was authorized to proceed with the preparation of the detailed budget of the State University of Iowa for the year 1962-1963 on the basis of the estimates submitted.

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UTILITIES IMPROVEMENTS, 59TH G.A. - REPORT ON POWER AND HEATING PLANT IMPROVEMENTS, 1961 (POWER SUPPLY STUDY). At the meeting held on January 11-12, 1962, President Hagemann stated that further consideration would be given to the report prepared by the Stanley Engineering Company on Power and Heating Plant Improvements. (See page 227, Board minutes of January 11-12, 1962.)

Representatives of the Stanley Engineering Company and the Iowa-Illinois Gas and Electric Company appeared before the Board at 11 a.m. The Report on Power and Heating Plant Improvements, 1961, prepared by the Stanley Engineering Company, was given further consideration and the proposal dated February 15, 1962, of the Iowa-Illinois Gas and Electric Company for electric service for the State University of Iowa was discussed.

Vice President Jolliffe stated that University officials did not have a recommendation to make at this time, and action was deferred until a later meeting.

ACCELERATOR BUILDING, 59TH G.A. - ARCHITECT. Upon the recommendation of the Building and Business Committee a proposed contract with Durrant & Berquist, Architects, Dubuque, Iowa, for architectural service in association with the Architect's Office of the State University of Iowa, for the Accelerator Building on a fee basis of 4% of the cost of the work, and the Secretary of the State Board of Regents was authorized to sign the contract. (See page 269, Board minutes of February 8-9, 1962.)

COLLEGE OF BUSINESS ADMINISTRATION SITE CLEARANCE, 59TH G.A. - ART STUDIOS. The Building and Business Committee reported that on February 23, 1962, a public hearing was held in regard to the construction of Art Studios, College of Business Administration Site Clearance, 59th G.A.; that no objections were

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filed and no objectors appeared; and that bids for the project were received and opened. (See Finance Committee minutes of February 22-23, 1962.)

Upon the recommendation of the Building and Business Committee the contracts for the construction of the Art Studios, College of Business Administration Site Clearance, 59th G.A., were awarded to the low bidders, as follows, subject to approval 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:

General construction contract to Bob Thompson, Iowa City, Iowa, on the basis of that firm's low bid, as follows:		
Base bid	\$49,530	
Less Alt. #1, omit studios 5 & 10	<u>- 5,588</u>	\$43,942
Mechanical contract to Mulford Plumbing & Heating Company, Iowa City, Iowa, on the basis of that firm's low bid, as follows:		
Base bid	14,150	
Less Alt. #1, omit studios 5 & 10	<u>- 1,140</u>	13,010
Electrical contract to Cedar Rapids Electric Company, Cedar Rapids, Iowa, on the basis of that firm's low bid, as follows:		
Base bid	6,940	
Less Alt. #1, omit studios 5 & 10	- 630	
Less Alt. #2 (B), 2-bulb fixtures in lieu of 4-bulb	<u>- 900</u>	5,410
Temperature control contract to Barber-Coleman Company, Rock Island, Illinois, on the basis of that firm's low bid, as follows:		
Base bid	3,885	
Less Alt. #1, omit studios 5 & 10	- 506	
Less Alt. #2 (A) & (B), 2 position control in lieu of modulating control	<u>- 1,539</u>	<u>1,840</u>
Total amount of contracts awarded		\$64,202

COLLEGE OF BUSINESS ADMINISTRATION SITE CLEARANCE, 59TH G.A. - ART STUDIOS - REVISED PROJECT BUDGET. Upon the recommendation of the Building and Business Committee the following revised project budget was adopted for the Art Studios,

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College of Business Administration Site Clearance, 59th G.A., and authority was granted to request the Budget and Financial Committee to allocate \$64,202 to the project account: (See page 499, Board minutes of June 22-23, 1961.)

Source of funds

Appropriation, 59th G.A. \$100,000

Estimated expenditures

Planning and supervision	\$ 4,000	
Construction	64,202	
Utility connections	30,000	
Contingencies	2,498	
	<u>100,700</u>	
Less estimated sales tax refunds	<u>700</u>	\$100,000

HOSPITAL RECORDS STORAGE BUILDING - CONTRACTS - REVISED PROJECT BUDGET. The Building and Business Committee reported that on February 23, 1962, a public hearing was held in regard to the construction of a Hospital Records Storage Building, at which no objections were filed and no objectors appeared, and bids for the project were received and opened. (See Finance Committee minutes of February 22-23, 1962.)

Upon the recommendation of the Building and Business Committee the contracts for the construction of the Hospital Records Storage Building were awarded, as follows, on the basis of the low base bids submitted:

General construction contract to Bob Thompson, Iowa City, Iowa, low base bid	\$25,735
Mechanical contract to Modern Refrigeration Company, Cedar Rapids, Iowa, low base bid	5,695
Electrical contract to Fandel Electric Company, Cedar Rapids, Iowa, low base bid	3,476
Temperature control contract to Barber-Coleman Company, Rock Island, Illinois, low base bid	1,223

the secretary of the State Board of Regents was authorized to sign the contracts when satisfactory bonds have been filed; and the following revised project budget was adopted: (See page 19, Board minutes of August 10-11, 1961.)

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Source of funds

Balances in General Endowment Fund, the Fund to be reimbursed over a 10-year period by the payment of rentals of \$5,000 annually from the University Hospitals general operations budget \$50,000

Estimated expenditures

Planning and supervision	\$ 1,600	
Construction	36,129	
Utility connections	11,000	
Contingencies	1,571	
	<u>\$50,300</u>	
Less estimated sales tax refunds	<u>300</u>	\$50,000

UNIVERSITY HOSPITAL, MEDICAL AMPHITHEATRE AIR CONDITIONING - CONTRACTS. The Building and Business Committee reported that on February 23, 1962, a public hearing was held in regard to the Medical Amphitheatre Air Conditioning, University Hospital, at which no objections were filed and no objectors appeared, and bids for the project were received and opened. (See Finance Committee minutes of February 22-23, 1962.)

Upon the recommendation of the Building and Business Committee the contracts for the Medical Amphitheatre Air Conditioning, University Hospital, were awarded to the low bidders, as follows, subject to approval by the Budget and Financial Control Committee and the allocation of \$25,000 to the project account; and the Secretary of the State Board of Regents was authorized to sign the contracts when satisfactory bonds have been filed: (No change in the original project budget is required. See page 163, Board minutes of November 16-17, 1961.)

Mechanical contract to Modern Refrigeration Company, Cedar Rapids, Iowa, on the basis of that firm's low base bid	\$29,248
Sheet metal contract to Universal Climate Control Company, Cedar Rapids, Iowa, on the basis of that firm's low base bid	9,844
Electrical contract to Fandel Electric Company, Cedar Rapids, Iowa, on the basis of that firm's low base bid	2,824

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SPECIAL EQUIPMENT FOR CHEMISTRY RESEARCH, 59TH G.A. The Building and Business Committee reported that the following quotations had been received on specialty items of Special Equipment for Chemistry Research, 59th G.A., available only from manufacturers or from exclusive distributors:

Induction Heating Corporation, Brooklyn, New York	
1 Model 2500-SDF induction heating generator	\$10,688.00
1 Saturable reactor and magnetic amplifier	2,141.00
1 Closed water-to-water heat exchanger and water economizer system	975.00
1 Set of oscillator and rectifier filament voltage regulators	275.00
Freight charges	169.05
	<u>\$14,248.05</u>

Eisler Engineering Company, Inc., Newark, New Jersey	
1 Eisler #175-SMA lapping machine	478.00
Shipping charges	27.00
	<u>505.00</u>

Jarrell-Ash Company, Lombard, Illinois	
1 Cat. No. 82320 triple burner flame unit with 3 burners	300.00
1 Cat. No. 82332 multi pass attachment with 4 spherical mirrors and 2 quartz lenses, in 2 mounts	300.00
1 Cat. No. 45400 hollow cathode discharge tubes, microtek type	735.00
	<u>1,335.00</u>

Upon the recommendation of the Building and Business Committee the foregoing quotations for Special Equipment for Chemistry Research, 59th G.A., were accepted and authority was granted to issue purchase orders, subject to approval of the Budget and Financial Control Committee.

STATE BACTERIOLOGICAL LABORATORY EQUIPMENT, (SPECIAL RP&A) 59TH G.A. The Building and Business Committee reported that the only quotation received for a special item of State Bacteriological Laboratory Equipment, 59th G.A., was as follows:

Nuclear-Chicago Corporation	
1 Special low background conversion system for use with a Nuclear-Chicago C210 Sample Changer, Model 186A Scaler and Model C111B Printing Timer	\$2,600.00

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Upon the recommendation of the Building and Business Committee the foregoing quotation for State Bacteriological Laboratory Equipment, 59th G.A. (Special RR&A), was accepted and authority was granted to issue a purchase order, subject to approval of the Budget and Financial Control Committee.

PURCHASE OF PROPERTY. The Building and Business Committee reported that on February 19, 1962, the Executive Council approved the action of the State Board of Regents authorizing the purchase of property from Mrs. Walter E. Murray, Edith Colony, and Robert Baird. (See pages 273-276, Board minutes of February 8-9, 1962.)

JOHN F. MURRAY ENDOWMENT FUND - REINVESTMENT. Upon the recommendation of the Building and Business Committee authority was granted to purchase \$7,000 United States Treasury 2 1/2% bonds, due 12-15-69/64, for the John F. Murray Endowment Fund.

UTILITY CONNECTIONS TO NEW BUILDING CONSTRUCTION (58TH G.A. PROJECTS) - MECHANICAL CONTRACT - ACCEPTANCE OF WORK. The Building and Business Committee reported that on February 6, 1962, representatives of the State University and Hagan Company inspected the mechanical work in connection with the project Utility Connections to New Building Construction (58th G.A. Projects) and found that the work had been completed in accordance with the plans and specifications and contract documents except that machinery suppliers and factory representatives are to put air compressors, cold water booster pumps, circulating pumps, and water softeners into operation just prior to use of the buildings.

Upon the recommendation of the Building and Business Committee the mechanical work for Utility Connections to New Building Construction (58th G.A. Projects) was accepted as of this date, March 9, 1962, from the Hagan Company,

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Sioux City, Iowa, and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized with the understanding that \$1,000 is to be withheld until air compressors, cold water booster pumps, circulating pumps, and water softeners for the Pharmacy Building and the Chemistry Building are put into operation by machinery suppliers and factory representatives prior to building occupancy.

CHEMISTRY BUILDING WITHOUT EQUIPMENT, 58TH G.A. - ELECTRICAL WORK - ACCEPTANCE.

The Building and Business Committee reported that on March 6, 1962, representatives of the State University of Iowa and the Acme Electric Company inspected the Chemistry Building without Equipment, 58th G.A., and found that the contractor had completed the electrical work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the electrical work for the Chemistry Building without Equipment, 58th G.A., was accepted as of this date, March 9, 1962, from the Acme Electric Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

ESTATE OF JACOB EVERETT REIZENSTEIN. The Building and Business Committee submitted the following resolution:

BE IT HEREBY RESOLVED by the Board of Regents of the State of Iowa that the matter of the estate of Jacob Everett Reizenstein, in Probate in the District Court of Iowa, in and for Johnson County, Iowa, in which the heirs of said Testator have contested the will which has been filed for Probate, be settled on the terms proposed of paying the heirs \$10,000.00 in full settlement for all their claims, and that the University of Iowa, as beneficiary, join in the necessary stipulations of settlement on said terms.

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IT IS FURTHER RESOLVED that the matter of following through on said estate with the accounting and manner of distribution and the termination of the share of the University of Iowa under the terms of said will be handled by Arthur O. Leff as local counsel for the University, and that he be authorized to enter into the necessary stipulations and make any objections to the reports in said estate and do any and all further acts necessary to protect the interests of the University in said estate.

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

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

Nay: None.

Absent: Mr. Noehren.

The chairman declared the resolution adopted.

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STATE COLLEGE OF IOWA

The following business relating to the State College of Iowa was transacted on March 9, 1962:

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 February, 1962, were approved and ratified.

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

Dr. Shirley Winsberg, professor of Physical Education for Women, for the second semester of the 1962-1963 academic year (February 4, 1963, through June 7, 1963), without salary, to make a concentrated study by systematic observation of classes at different age levels of the English basic movement approach to physical education.

Betty Swanson, assistant professor of Physical Education for Women, for the 1962-1963 academic year, without salary, to study in England and Germany.

Barbara Yager, assistant professor of Physical Education for Women, for the period September, 1962, to February 1, 1963, without salary, to continue study toward the doctorate at the University of Southern California.

RESIGNATIONS. Upon the recommendation of President Maucker and the Educational Policy Committee the following resignations were accepted:

Dr. Calvin Daane, associate professor of Education, effective June 8, 1962, to accept a teaching position in counselor education program with research and doctoral study responsibilities at Arizona State University.

Dr. Richard D. Crumley, associate professor of Mathematics, effective August 31, 1962, to accept an associate professorship at Illinois State Normal University.

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APPOINTMENTS - TENURE STATUS. Upon the recommendation of President Maucker and the Educational Policy Committee the following persons were given tenure status, as indicated, effective September 9, 1962:

Merritt Melberg, assistant professor, Department of Education and Psychology
Robert Dalziel, instructor, Department of Language, Speech and Literature
Patricia Townsend, assistant professor, Department of Language, Speech and Literature
Edward F. Wagner, assistant reference librarian
H. Wendell Alford, serials librarian
Jens Jensen, instructor, Department of Mathematics
Mrs. Mary Beckman, temporary assistant professor of Theory and Harp
Stanley Sheriff, instructor, Department of Physical Education for Men
Bernard Clausen, instructor, Department of Science
Robert Claus, assistant professor, Department of Social Science
Donald Whitnah, assistant professor, Department of Social Science

HONORS SYSTEM - REPORT. President Maucker submitted a memorandum about a proposal for an honor system at the State College of Iowa and a proposed constitution for the honor system, to be voted on by the students on March 23, 1962. President Maucker stated that by the terms of the constitution the students would assume full responsibility for honesty in written examinations; that at least a three-fourths majority vote would be required to approve the constitution, with at least three-fourths of all full-time students voting; that if the students approve the constitution the faculty will vote on it at their April meeting; and that, if approved by both faculty and students, the constitution for the honor system would be submitted to the State Board of Regents for its approval.

FEE SCHEDULE. Upon the recommendation of President Maucker and the Educational Policy Committee the following schedule of fees, incorporating the increase of \$6.00 a year in the student activity fee made by the State Board of Regents, was adopted effective September, 1962: (See page 279, Board minutes of February 8-9, 1962.)

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I. Academic Year	<u>1961-62</u>	<u>Effective Sept., 1962</u>
A. Academic Year		
1. Undergraduates, <u>per semester</u>	\$123 *	\$126 *
a. Less than 9 hours, per hour	14	14
b. Minimum fee	28	28
2. Graduates, <u>per semester</u>	138 *	141 *
a. Less than 9 hours, per hour	16	16
b. Minimum fee	32	32
B. Summer Session (12 weeks)		
1. Undergraduates	--	85 *
a. Less than 7 hours, per hour		14
b. Minimum fee		28
2. Graduates	--	96 *
a. Less than 7 hours, per hour		16
b. Minimum fee		32
C. Summer Session (8 weeks)		
1. Undergraduates	77 *	79 *
a. Less than 6 hours, per hour	14	14
b. Minimum fee	28	28
2. Graduates	87 *	89 *
a. Less than 6 hours, per hour	16	16
b. Minimum fee	32	32

II. OTHER FEES No changes recommended

* Amount credited to Student Activities

Graduates and Undergraduates		
a. Academic Year	23	26
b. Summer Session (12 weeks)	--	18
c. Summer Session (8 weeks)	14	16

BUDGET FOR 1962-1963. President Maucker submitted a summary of the proposed budget of the State College of Iowa for the year 1962-1963, with a total of \$4,850,200 for salaries, support, maintenance, equipment and miscellaneous. If a biennial ceiling increase is involved it will be indicated when the detailed budget is adopted.

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On motion, which was seconded and passed, President Maucker was authorized to proceed with the preparation of the detailed budget of the State College of Iowa for the year 1962-1963 on the basis of the summary submitted.

RETIREMENT ANNUITIES AND GROUP INSURANCE. Upon the recommendation of the Building and Business Committee authority was granted for the following:

- a. Increase in retirement annuity premiums from 10% to 12% on salary amounts in excess of the Federal OASI maximum base (presently \$4,800), with 8% to be paid by the College and 4% to be paid by employees, effective July 1, 1962.
- b. Adoption of a plan for Waiver of Teachers Insurance and Annuity Association premium during periods of disability, effective July 1, 1962, providing a disability insurance program is adopted.
- c. Adoption of a disability insurance program, effective July 1, 1962, with the understanding that the staff is to be polled and bids are to be taken.
- d. Adoption of increased group life insurance coverage, effective July 1, 1962.

FIRE PROTECTION - CONTRACT WITH CITY OF CEDAR FALLS. Upon the recommendation of the Building and Business Committee a contract with the City of Cedar Falls, Iowa, for fire protection at the State College of Iowa for the year beginning July 1, 1962, at a stipulated sum of \$19,767.00, was approved and the Secretary of the State Board of Regents was authorized to sign it.

CITY OF CEDAR FALLS - WIDENING OF 23rd STREET. Business Manager Jennings reported that the City of Cedar Falls, Iowa, has incorporated in its program for this year the widening and paving of 3' on each side of 23rd Street, the additional width to come from property of the State College of Iowa that abuts 23rd Street; and the State Board of Regents had no objection to the project.

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ADMINISTRATION BUILDING, INCLUDING EQUIPMENT, 59TH G.A. The following resolution was submitted:

WHEREAS, the 59th General Assembly appropriated \$720,000 for an Administration Building, including Equipment, at the State College of Iowa; now, therefore,

BE IT RESOLVED:

1. That the expenditure of \$720,000 for an Administration Building, including Equipment, at the State College of Iowa is for the best interests of the state.
2. That the project and the following project description and estimate of costs be approved:

Project description. The Administration Building at the State College of Iowa will be located south of 27th Street across from the Greenhouse and west of the Arts and Industries Building. It is hoped that even with the reduced appropriation (the request was for \$875,000) approximately 40,000 square feet of space will be obtained. The building may be either two or three floors, will be of modular construction (non-bearing walls) for considerable flexibility in usage, and will have temperature and humidity control throughout.

Project budget.

Funds available, appropriation by 59th G.A.		\$720,000
Estimated expenditures		
Construction contracts	\$616,000	
Architect's fee, 5% of \$616,000	30,800	
Utilities	15,000	
Equipment	35,000	
Supervision and work by Physical Plant	8,000	
Contingencies	<u>15,200</u>	\$720,000

3. That authority be granted to negotiate a contract with Altfillisch, Olson, Gray & Thompson, Decorah, Iowa, for architectural services for the Administration Building; that the Director of the Physical Plant of the State College of Iowa be designated as clerk-of-the-works for the project; and that authority be granted to proceed with the preparation of preliminary plans and specifications.

4. That the Budget and Financial Control Committee be requested to approve the determination by the State Board of Regents that the expenditure of \$720,000 for an Administration Building including Equipment at the State College of Iowa is for the best interests of the state, the project description and the estimate of cost, and to allocate \$15,000 to the project account.

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Upon the recommendation of the Building and Business Committee the foregoing resolution was adopted.

SCIENCE BUILDING, MODERNIZE HEATING (SPECIAL RR&A), 59TH G.A. - WRIGHT HALL, MODERNIZE HEATING (SPECIAL RR&A), 59TH G.A. - BARTLETT HALL, MODERNIZE HEATING SYSTEM IN EAST SECTION. The Building and Business Committee reported that at 1:30 p.m., March 7, 1962, a public hearing was held in the Office of the President of the State College of Iowa, Cedar Falls, Iowa, in regard to the project: Science Building, Modernize Heating; Wright Hall, Modernize Heating; and Bartlett Hall, Modernize Heating System in East Section; that Business Manager Jennings, Director of Physical Plant Cole, and Associate Director Manion, all of the State College of Iowa, were present at the hearing; that no objections were filed and no objectors appeared; and that at 2 p.m. bids for the project were received and opened.

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 projects: Science Building, Modernize Heating (Special RR&A), 59th G.A.; Wright Hall, Modernize Heating (Special RR&A), 59th G.A.; and Bartlett Hall, Modernize Heating System in East Section, was awarded to the low bidder, the Young Heating Company, Waterloo, Iowa, on the basis of that firm's bid as follows:

Base bid for the 3 projects	\$78,500	
Plus Alternate No. 2, add	<u>1,440</u>	\$79,940
Work in Bartlett Hall to be paid from Dormitory Funds		<u>19,923</u>
Work in Science Building and Wright Hall to be paid from appropriation		\$60,017

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and the Secretary of the State Board of Regents was authorized to sign the contract, subject to approval and allocation of funds by the Budget and Financial Control Committee.

SCIENCE BUILDING, MODERNIZE HEATING (SPECIAL RR&A), 59TH G.A., AND WRIGHT HALL, MODERNIZE HEATING (SPECIAL RR&A), 59TH G.A. - REVISED PROJECT BUDGET. Upon the recommendation of the Building and Business Committee authority was granted to combine the budgets for Science Building, Modernize Heating, and Wright Hall, Modernize Heating, subject to approval by the Budget and Financial Control Committee, and the following revised project budget was adopted: (See pages 117 and 118, Board minutes of October 19-21, 1961.)

Source of funds

Appropriation for Science Building, Modernize Heating (Special RR&A), 59th G.A.	\$24,725	
Appropriation for Wright Hall, Modernize Heating (Special RR&A), 59th G.A.	<u>60,950</u>	\$85,675

Estimated expenditures

Contract, Young Heating Company	\$79,940	
Less work for Bartlett Hall, Modernize Heating System in East Section to be paid from Reserve for Dormitory Repairs (See page 199, Board minutes of December 14-15, 1961.)	<u>19,923</u>	
Contract price for work in Science Building and Wright Hall	60,017	
Engineering fee, 6% of \$60,017	3,601	
Contingencies	<u>22,675</u>	\$85,675

WOMEN'S POOL - MASONRY REPAIR AND ROOF REPLACEMENT. Upon the recommendation of the Building and Business Committee a project for masonry repair and roof replacement, Women's Pool, and the following project budget were approved and the Physical Plant Department of the State College of Iowa was authorized to prepare the plans and specifications:

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Source of funds

Appropriation for Repairs, Replacements and Alterations, 59th G.A.	\$37,500
-----------------------------------------------------------------------	----------

Estimated expenditures

Contract work, masonry repair	\$29,000	
Contract work, new roof	8,000	
Contingency	<u>500</u>	\$37,500

LIBRARY, UNIT I, INCLUDING EQUIPMENT, 59TH G.A. Upon the recommendation of the Building and Business Committee, Thorson & Brom, architects for the Library, Unit I, including Equipment, 59th G.A., were instructed to proceed with the plans and specifications for the project with no more delay because of the uncertainty of federal programs being approved by Congress which would authorize direct grants for academic facilities and subsidies for fallout shelter space provided in public buildings. (See page 282, Board minutes of February 8-9, 1962.)

DORMITORY ADDITION FOR WOMEN. The Building and Business Committee reported the need, based on residence hall occupancy in the fall of 1961, for a dormitory addition to house 200 women.

Upon the recommendation of the Building and Business Committee the officials of the State College of Iowa were authorized to select and submit a list of architects who might be employed for a Dormitory Addition for Women.

HEALTH SERVICE BUILDING AND EQUIPMENT, 58TH G.A., AND ARTS AND INDUSTRIES BUILDING ADDITION AND EQUIPMENT, REMODEL FOR OFFICE AND STORAGE SPACE, 58TH G.A. - PLUMBING, HEATING AND AIR CONDITIONING - ACCEPTANCE OF WORK. The Building and Business Committee reported that representatives of the State College of Iowa and the Young Heating Company had inspected the plumbing,

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heating and air conditioning work under the combined contract for the Health Service Building and Equipment, 58th G.A., and the Arts and Industries Building Addition and Equipment, Remodel for Office and Storage Space, 58th G.A., and found that the contractor had completed the work in accordance with the plans and specifications and contract documents. (See page 451, Board minutes of May 12-13, 1960.)

Upon the recommendation of the Building and Business Committee the plumbing, heating and air conditioning work under the combined contract for the Health Service Building and Equipment, 58th G.A., and the Arts and Industries Building Addition and Equipment, Remodel for Office and Storage Space, 58th G.A., was accepted as of this date, March 9, 1962, from the Young Heating Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

IMPROVE PRESENT HEAT DISTRIBUTION SYSTEM (SPECIAL RR&A), 59TH G.A. - AUDITORIUM AND LIBRARY, REPLACE HEAT COILS (SPECIAL RR&A), 59TH G.A. - ACCEPTANCE OF WORK. The Building and Business Committee reported that representatives of the State College of Iowa and the Carstens Plumbing and Heating Company had inspected the work under the combined contract for Changes in Piping in Vaults 15 and 15A, Improve Present Heat Distribution System, 59th G.A., and for Auditorium and Library, Replace Heat Coils, 59th G.A., and found that the contractor had completed the work in accordance with the plans and specifications and contract documents. (See page 33, Board minutes of August 10-11, 1961.)

Upon the recommendation of the Building and Business Committee work under the combined contract for the Changes in Piping in Vaults 15 and 15A, Improve Present Heat Distribution System (Special RR&A), 59th G.A., and Auditorium and

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Library, Replace Heat Coils (Special RR&A), 59th G.A., was accepted as of this date, March 9, 1962, from the Carsters Plumbing and Heating Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

ARTS AND INDUSTRIES BUILDING, ALUMINUM SUN SHADES FOR EXTERIOR OF BUILDING (SPECIAL RR&A), 59TH G.A. Upon the recommendation of the Building and Business Committee authority was granted to purchase additional aluminum sun shades for the northwest side of the Arts and Industries Building at the State College of Iowa from the original low bidder, the Waterloo-Fisher-Black Hawk Tent & Awning Company, Waterloo, Iowa, at a price of \$3,019.50, subject to approval by the Budget and Financial Control Committee. (See page 281, Board minutes of February 8-9, 1962.)

STORAGE COAL. The Building and Business Committee reported that bids for 1,000 tons of storage coal for the State College of Iowa would be received and opened in the Board's Office in Des Moines, Iowa, at 1:30 p.m., April 4, 1962.

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IOWA STATE UNIVERSITY

The following business relating to the Iowa State University was transacted on March 9, 1962:

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 February, 1962, were approved and ratified.

RESIGNATION. Upon the recommendation of President Hilton and the Educational Policy Committee the resignation of William S. Monlux, professor in the Department of Veterinary Pathology, College of Veterinary Medicine, effective March 20, 1962, was accepted. Professor Monlux has accepted another position.

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

Hester Chadderdon, professor in the Department of Home Economics Education, College of Home Economics, effective July 1, 1962, through July 15, 1962, without salary, to act as consultant for an evaluation work conference for college teachers of Clothing and Textiles at The Woman's College of the University of North Carolina.

Ladis H. Csanyi, professor in the Department of Civil Engineering, College of Engineering, effective July 9, 1962, through July 24, 1962, without salary, to visit highway research establishments in England and Africa and to lecture on the Foamed Asphalt Process at the British Road Research Laboratory.

Oscar Kempthorne, professor in the Department of Statistics, College of Sciences and Humanities, effective July 1, 1962, through July 31, 1962, without salary, to teach at the Statistics Summer Institute sponsored by the National Science Foundation at Oklahoma State University.

Eber W. Eldridge, associate professor in the Center for Agricultural and Economic Adjustment, Cooperative Extension Service in Agriculture and Home Economics, effective June 24, 1962, through June 30, 1962, without salary, to serve as visiting professor at Colorado State University.

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APPOINTMENT. Upon the recommendation of President Hilton and the Educational Policy Committee, Gordon A. Johnsgard was appointed visiting professor in the Department of Agronomy, College of Agriculture, at a salary of \$12,000 a year, twelve months' basis, without annuity, effective March 1, 1962, through May 31, 1962.

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

O. Norman Carlson, from professor in the Department of Chemistry, College of Sciences and Humanities, and senior chemist in the Institute for Atomic Research, to professor and chairman of the Department of Metallurgy, College of Sciences and Humanities, and division chief in the Institute for Atomic Research, effective July 1, 1962. The chairmanship extends through June 30, 1965. Salary adjustment will be shown in the 1962-1963 budget.

Chalmer J. Roy, from professor in the Department of Geology, College of Sciences and Humanities, at a salary of \$14,500, twelve months' basis, plus annuity, to dean of the College of Sciences and Humanities, director of the Industrial Science Research Institute, and professor in the Department of Geology, at a salary of \$18,600 a year, twelve months' basis, plus annuity, effective April 1, 1962.

DEATH. Mr. Crabbe stated that President Hilton had reported to the Educational Policy Committee the death of Katherine T. Cranor, professor in the Department of Textiles and Clothing, College of Home Economics, on February 22, 1962, at the age of 80. Miss Cranor was a member of the Iowa State faculty from 1921 until her retirement in 1940.

BROADENING OF COURSE OFFERINGS - DEPARTMENT OF CHILD DEVELOPMENT AND DEPARTMENT OF VOCATIONAL EDUCATION. Upon the recommendation of the Educational Policy Committee the request of President Hilton that authority be granted to broaden the existing course offerings in the Department of Child

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Development in the College of Home Economics and in the Department of Vocational Education in the College of Agriculture, in order to permit graduates to become certified as elementary teachers, was referred to the Committee on Educational Coordination with the understanding that it will report back to the Educational Policy Committee.

NAME CHANGE - DEPARTMENT OF VOCATIONAL EDUCATION. Upon the recommendation of the Educational Policy Committee the request of President Hilton that the name of the Department of Vocational Education, College of Agriculture, be changed to Department of Education was referred to the Committee on Educational Coordination with the understanding that it will report back to the Educational Policy Committee.

RESERVE OFFICERS TRAINING CORPS - ELECTIVE BASIS. Upon the recommendation of President Hilton and the Educational Policy Committee authority was granted to place Reserve Officers Training Corps programs on an elective basis and to permit students to elect basic ROTC or an equivalent number of credit hours of approved academic subjects, for a trial period of three years beginning September 1, 1962.

AGRICULTURAL ENGINEERING ADDITION FOR INDUSTRIAL ARTS (SPECIAL RR&A), 59TH G.A.- CONTRACTS. The Building and Business Committee reported that at 1 p.m., March 6, 1962, a public hearing was held at the Iowa State University, Ames, Iowa, in regard to the Agricultural Engineering Addition for Industrial Arts, 59th G.A.; that present at the hearing were Vice President Platt and Superintendent Schaefer, of the Iowa State University, and James Lynch of Russell and Lynch, Architects; that no objections were filed and no objectors appeared;

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and that at 2 p.m. on the same date bids for the project were received and opened in the presence of Vice President Platt, Superintendent Schaefer, Professor Wolf, Mechanical Superintendent Whitman, and Mechanical Engineer Schworm, all of the Iowa State University; James Lynch of Russell and Lynch, Architects; and Robert Flanagan, representing Dan Stevenson, Mechanical Engineer. Copies of a tabulation of the bids received were distributed to Board members.

Upon the recommendation of the Building and Business Committee the contracts for the construction of the Agricultural Engineering Addition for Industrial Arts (Special RR&A), 59th G.A., were awarded to the low bidders as follows, subject to approval and allocation of \$170,000 to the project account 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:

General construction contract to R.H. Grabau Construction, Inc., on the basis of that firm's low bid, as follows:	
Base bid	\$94,792
Plus Alternate No. 2, add	<u>1,500</u>
Contract price	\$96,292
Mechanical construction contract to Proctor Plumbing and Heating, Inc., on the basis of that firm's low base bid of	37,983
Electric wiring contract to Mayhew Electric, on the basis of that firm's low base bid of	14,770

AGRICULTURAL ENGINEERING ADDITION FOR INDUSTRIAL ARTS (SPECIAL RR&A), 59TH G.A.-
REVISED PROJECT BUDGET. Upon the recommendation of the Building and Business
Committee the following revised project budget was adopted for the Agricultural
Engineering Addition for Industrial Arts (Special RR&A), 59th G.A.:
(See page 547, Board minutes of June 22-23, 1961.)

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Source of funds

Appropriation (Special RR&A), 59th G.A. \$170,000

Estimated expenditures

Construction contracts		\$149,045	
Architects, engineers, supervision		9,500	
Physical Plant Department expense			
Utilities, transformers, etc.	\$8,000		
Landscaping and walks	<u>1,000</u>	9,000	
Builders risk insurance		500	
Contingencies and miscellaneous		<u>3,155</u>	
		\$171,200	
Less estimated tax refunds		<u>1,200</u>	\$170,000

SERVICE BUILDING ADDITION WITHOUT EQUIPMENT, 58TH G.A. - GRANT. Upon the recommendation of the Building and Business Committee a grant of \$4,300 was accepted from the National Science Foundation for the purpose of supplementing the appropriation for the Service Building Addition without Equipment, 58th G.A., to permit remodeling and modernization of space in the old section of the Service Building adjacent to the new addition.

PARKING LOT IMPROVEMENTS, 1962. Upon the recommendation of the Building and Business Committee a project for 1962 Parking Lot Improvements, estimated to cost \$24,000 to be paid from parking permit fees, was approved; the Physical Plant Department of the Iowa State University was designed as engineer; and authority was granted to proceed with the preparation of plans and specifications for the project.

AMES LABORATORY - ATOMIC ENERGY COMMISSION - EQUIPMENT. The Building and Business Committee reported that quotations had been received for five items of equipment for the Ames Laboratory, Atomic Energy Commission, and that the issuing of purchase orders to the low bidders meeting the specifications had been approved by the Atomic Energy Commission. (See page 49, Board minutes of July 14-15, 1960.)

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Upon the recommendation of the Building and Business Committee authority was granted to issue purchase orders for equipment for the Ames Laboratory, Atomic Energy Commission, as follows, payment to be paid from Atomic Energy Funds under Contract No. W-7405-Eng-82:

Thermal Analyzer and Adiabatic Calorimeter Erb and Gray Scientific, Inc.	\$20,000.00
Convertible Ebert Spectrometer Jarrell-Ash Company	16,035.00
Induction Generator Lepel High Frequency Laboratories, Inc.	13,259.15
Counting System Sharp Laboratories, Inc.	11,525.00
Dynapack Forming Machine General Dynamics Corporation	45,000.00

CLASSROOM BUILDING AND EQUIPMENT, 58TH G.A. - FURNITURE AND EQUIPMENT - TELEVISION SETS. At the meeting held on February 8-9, 1962, authority was granted to issue a purchase order to the Radio Trade Supply Company for television sets, subject to testing. (See page 287, Board minutes of February 8-9, 1962.)

The Building and Business Committee reported that the television sets proposed by the Radio Trade Supply Company for the Classroom Building and Equipment, 58th G.A., did not conform to the specifications; also that the next low bid submitted by Westinghouse Electric did not meet the specifications.

Upon the recommendation of the Building and Business Committee all quotations submitted for television sets, Classroom Building and Equipment, 58th G.A., were rejected and the Purchasing Agent of the Iowa State University was authorized to negotiate for the purchase of acceptable equipment.

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STUDENT GROUP HEALTH INSURANCE. At the meeting held on February 8-9, 1962, the Building and Business Committee reported the rates quoted by the company presently carrying the student group health insurance for adding dependent coverages and maternity benefits; and a recommendation was approved that quotations be secured from other companies and the matter referred to the Finance Committee. (See page 95, Board minutes of September 14-15, 1961, and page 291, Board minutes of February 8-9, 1962.)

The Finance Committee reported that there didn't seem to be enough interest on the part of the students at this time in additional dependent coverages to make any change in the Group Plan of Student Health Insurance at present; but that further study is being given to the possibility of providing for dependent coverages, including maternity benefits, at the beginning of the 1962-1963 academic year.

FOOD PROCESSING BUILDING AND EQUIPMENT, 58TH G.A. - FURNITURE AND EQUIPMENT. The Building and Business Committee reported that inspection of the samples of office equipment (items 48-56) proposed to be furnished by Graphic Publishing Company indicated failure to meet the specifications. (See page 288, Board minutes of February 8-9, 1962.)

Upon the recommendation of the Building and Business Committee the bid of the Graphic Publishing Company for office equipment, items 48-56, for the Food Processing Building and Equipment, 58th G.A., was rejected and authority was granted to place the order with the second low bidder, E. & I. Cooperative, at a price of \$3,664.55, with Mr. Crabbe and Mrs. Rosenfield passing and Mr. Noehren absent.

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VETERINARY ISOLATION BUILDING - ARCHITECT. Upon the recommendation of the Building and Business Committee, the action taken on January 12, 1962, designating T. E. Hazen, Department of Agricultural Engineering as architect-engineer for the Veterinary Isolation Building was rescinded and a proposed contract with Russell and Lynch, Des Moines, Iowa, for architectural-engineering services for the Veterinary Isolation Building on a fee basis of 4.9% of the cost of construction was approved and the Secretary of the State Board of Regents was authorized to sign the contract. (See page 240, Board minutes of January 11-12, 1962.)

This action was necessary because Professor Hazen would be unable to complete the plans and specifications to meet the deadline of June 30, 1962, for the award of contracts in accordance with the terms of the United States Public Health grant.

CITY OF AMES - JOINT SEWAGE DISPOSAL PLANT. Upon the recommendation of the Building and Business Committee authority was granted for a capital expenditure, estimated at \$600, for the construction of a small sludge draw-off building at the Joint Sewage Disposal Plant, the cost to be shared by the City of Ames and the Iowa State University in accordance with the contract; the University's share being approximately 40%.

STORY COUNTY HIGHWAY RIGHT-OF-WAY. Upon the recommendation of the Building and Business Committee three contracts with the Board of Supervisors of Story County for right-of-way in connection with the paving of South Beech Avenue were approved, subject to approval by the Attorney General of Iowa.

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RETIREMENT ANNUITIES AND GROUP INSURANCE. Upon the recommendation of the Building and Business Committee authority was granted for the following:

- a. Increase in retirement annuity premiums from 10% to 12% on salary amounts in excess of the Federal OASI maximum base (presently \$4,800), with 8% to be paid by the University and 4% to be paid by employees, effective July 1, 1962.
- b. Adoption of a plan for Waiver of Teachers Insurance and Annuity Association premium during periods of disability, effective July 1, 1962, providing a disability insurance program is adopted.
- c. Adoption of a disability insurance program, effective July 1, 1962, with the understanding that the staff is to be polled and bids are to be taken.
- d. Adoption of increased group life insurance coverage, effective July 1, 1962.

ADJOURNMENT. President Hagemann adjourned the meeting at 5 p.m., March 9, 1962.


David A. Dancer, Secretary