

Cedar Rapids and Vinton, Iowa
November 16 and 17, 1961

The State Board of Regents met in the Sheraton-Montrose Hotel in Cedar Rapids, Iowa, on November 16, 1961, and at the Iowa Braille and Sight-Saving School in Vinton, Iowa, on November 17, 1961.

Present:

Members of the State Board of Regents

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

Members of the Finance Committee

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

Office of the State Board of Regents

Secretary to Secretary Lenihan	All sessions
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State University of Iowa

President Hancher	All sessions
Provost Davis	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	November 17 only
Dean Lang	All sessions
Business Manager Jennings	All sessions

Iowa School for the Deaf

Superintendent Berg	No session
Business Manager Geasland	No session

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

November 16-17, 1961 - General or miscellaneous

The Board met at 2:20 p.m., October 16, 1961, with President Hageman 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 November 17, 1961:

SURVEY - EDUCATIONAL LOAD FACTORS AND COSTS. President Hancher reported about the progress being made by the Committee of Nine in studies to determine educational load factors and costs. (See page 456, Board minutes of June 22-23, 1961.)

LONG RANGE PLANNING - BUILDING NEEDS - SALARIES - RECRUITMENT OF STAFF. President Hancher stated that in connection with the long range planning for the state institutions of higher learning some studies should be made in regard to the need for future salaries and the recruitment of staff, as well as for capital improvements; and suggested that perhaps it would be well to have someone from the outside look over the situation.

On motion, which was seconded and passed, the questions in regard to long range planning for future salaries and the recruitment of staff, as well as for capital improvements, and whether an outside viewpoint should be secured, were referred to the three presidents for consideration and report back to the Board.

YEAR-ROUND OPERATION. At the meeting held on January 12-13, 1961, the item about the twelve-month use of facilities, or trimester plan, was ordered dropped from the docket. (See page 247, Board minutes of January 12-13, 1961.)

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

COMMON CALENDAR. At the meeting held on April 13-14, 1961, the presidents of the three collegiate institutions were requested to reconsider the matter of a common calendar and bring to the Board a joint recommendation for the adoption of a common calendar (uniform semester or quarter basis and uniform dates for calendars), effective with the fall of 1963. (See page 309, Board minutes of March 10, 1961; page 351, Board minutes of April 13-14, 1961; and page 104, Board minutes of October 19-21, 1961.)

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

UNIFORMITY IN RETIREMENT POLICIES. At the meeting held on May 11-12, 1961, the executives of the six institutions under the State Board of Regents were requested to review the retirement policies now in effect at the institutions and recommend a uniform policy that, if possible, could go into effect on July 1, 1962. (See page 397, Board minutes of May 11-12, 1961.)

The recommendations to be made by the executives of the institutions under the State Board of Regents in regard to a uniform retirement policy were referred to the Educational Policy Committee for consideration and report to the Board.

ACADEMIC PERFORMANCE - GRADE POINT AVERAGES REQUIRED OF FRESHMEN. At the meeting held on October 19-21, 1961, President Maucker submitted a joint report

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of the three presidents, which had been prepared by the Committee on Educational Coordination, regarding a definition of the grade point average required of freshmen if they are to remain in good standing at the State University of Iowa, the Iowa State University, and the State College of Iowa and enter the sophomore class. (See page 351, Board minutes of April 13-14, 1961, and page 105, Board minutes of October 19-21, 1961.)

President Maucker stated that the report indicated the three institutions do have a common required grade point average of 1.5 for freshmen to remain in good standing at the State University of Iowa, the Iowa State University, and the State College of Iowa; and there was some discussion about whether the requirement should be lowered.

Mrs. Rosenfield moved that the report be accepted. The motion was seconded by Mrs. Evans and on roll call the vote was as follows:

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

Nay: Mr. Crabbe and Mr. Noehren.

Absent or not voting: None.

The chairman declared the motion passed.

OFF CAMPUS AND EXTENSION SERVICES. Dean Lang reported that the Committee on Educational Coordination would have a written report regarding off campus and extension services at the three state institutions of higher learning ready for the next meeting of the State Board of Regents. (See page 106, Board minutes of October 19-21, 1961.)

APPROVAL OF MINUTES. On motion, which was seconded and passed, the minutes of the meeting the State Board of Regents held on October 19-21, 1961, were approved.

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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 University of Iowa	August 24 and September 19, 1961
Iowa State University	August 16 and September 21, 1961
State College of Iowa	September 27, 1961
Iowa School for the Deaf	September 8 and October 6, 1961
Iowa Braille and Sight-Saving School	September 28, 1961
State Sanatorium	September 18, 1961

COMMITTEE ON EDUCATIONAL COORDINATION. Dean Lang reported that the Committee on Educational Coordination is now working on curriculum changes.

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

TREASURERS - DEPOSITORY BANKS - ACCOUNT ACTIVITY. The Analysis of Bank Account Activity of the various depository banks for the three-month period that ended September 30, 1961, copies of which were distributed at the October meeting, was considered.

Mr. Hagemann stated that the next report of the account activity of the depository banks would be for the months of January, February, and March, 1962, and that the number of depository banks would be reviewed after the report has been submitted.

ASSOCIATION OF GOVERNING BOARDS OF STATE UNIVERSITIES AND ALLIED INSTITUTIONS - ANNUAL MEETING - REPORT. Mr. Dancer stated that copies of a summary of the proceedings of the meeting of the Association of Governing Boards of State Universities and Allied Institutions at the University of Nebraska, Lincoln,

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Nebraska, on October 10-14, 1961, had been mailed to Board members; and that copies of the proceedings would be mailed at a later date.

SURVEY AND COMPARISONS OF TUITION AND FEES. Mr. Cottrell stated that copies of a survey and comparisons of tuition and fees charged at the State University of Iowa, the Iowa State University, and the State College of Iowa, and at comparable institutions in other states (eleven-state area), had been mailed to Board members prior to the meeting.

It was pointed out that tuition for resident students at the State University of Iowa and the Iowa State University is the highest of the institutions with which they were compared, and that at the State College of Iowa the tuition is second highest in the comparable group. (The eleven-state area consists of Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, South Dakota and Wisconsin. (See page 310, Board minutes of March 10-11, 1960.)

REVERSION OF BALANCES, JUNE 30, 1961. Mr. Gernetzky submitted a report of balances of appropriations made by the 57th and 58th General Assemblies and under Section 225.43, 1958 Code of Iowa, that reverted to the State General Fund and to the Reserve Fund of the institutions (Sec. 14, Chap. 5, 59th G.A.), as follows:

State Board of Regents - Office and Institutions
 Reversions to State General Fund and Reserve Fund 5-14-59
 For Biennium ending June 30, 1961

Institution	Fund	Total	Less Reserve Account 5-14-59	Net Reversion to State General Fund	Allowance Under 5-14-59
Iowa Braille and Sight-Saving School	SSM&E	\$ 5,442.92	\$ 5,000.00	\$ 442.92	\$ 5,000.00
	RR&A	88.41		88.41	
		<u>5,531.33</u>		<u>531.33</u>	
Iowa School for the Deaf	SSM&E	33,448.42	10,000.00	23,448.42	10,000.00
	RR&A	-0-		-0-	
		<u>33,448.42</u>		<u>23,448.42</u>	
State Sanatorium	SSM&E	11,415.72		11,415.72	
	RR&A	26,749.41	15,000.00	11,749.41	15,000.00
		<u>38,165.13</u>		<u>23,165.13</u>	
State College of Iowa	SSM&E	262,882.56	50,000.00	212,882.56	50,000.00
	RR&A	21,976.74		21,976.74	
		<u>284,859.30</u>		<u>234,859.30</u>	
Iowa State University General University	SSM&E	37,388.96	37,388.96	-0-	200,000.00
	RR&A	-0-		-0-	
		<u>37,388.96</u>		<u>-0-</u>	
Agr. Exp. Station Coop. Ext. Service	SSM&E	-0-		-0-	25,000.00
	SSM&E	-0-		-0-	25,000.00
		<u>37,388.96</u>		<u>-0-</u>	
State University of Iowa	SSM&E	18,539.20)	20,677.64	-0-	200,000.00
	RR&A	2,138.44)		-0-	
University Hospital	SSM&E	13,859.80)	19,049.09	-0-	75,000.00
	RR&A	5,189.29)		-0-	
Psychopathic Hosp.	SSM&E	75,272.68)	15,000.00	60,272.68	15,000.00
	RR&A	1,345.71)		1,345.71	
State Bact. Lab.	SSM&E	724.36	724.36	-0-	7,500.00
	SSM&E	3,420.34)	3,427.48	-0-	5,000.00
Hospital School	RR&A	7.14)		-0-	
	RR&A	-0-		-0-	
Lakeside Lab.		<u>120,496.96</u>	<u>58,878.57</u>	<u>61,618.39</u>	
Institutions Sub-total		\$519,890.10	\$176,267.53	\$343,622.57	
Mental Health Research Fund (225.43, 1958)	Research	110,127.50		110,127.50	
Board of Regents Off.	SSM&E	13,986.36		13,986.36	
Grand total 1959-61		<u>\$644,003.96</u>		<u>\$467,736.43</u>	
Iowa School for the Deaf	RR&A	Reverted for Fiscal 6/30/59 on 2/24/60		2,649.90	
" " " " " From Capital Acct.		Proceeds from sale of land to Lewis Township prior to June 30, 1959.		19,069.00	

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DORMITORY OPERATION REPORT. The Dormitory Operation Report (residence halls, food services and married student housing) for the period that began July 1, 1960, and ended June 30, 1961, copies of which had been mailed to Board members, was accepted.

PURCHASE OF TIRES AND BATTERIES - REPORT. Mr. Cottrell reported about the tires and batteries being purchased by the institutions under the State Board of Regents, the methods of purchasing and the prices being paid in accordance with net state price lists of the tire companies; and stated that reports received from the institutions had been mailed to Board members.

NEXT MEETINGS. The next meetings of the State Board of Regents are scheduled to be held in the Board's Office in the State Office Building, Des Moines, Iowa, on the following dates:

December 14-15, 1961
January 11-12, 1962

November 16-17, 1961

IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on November 16, 1961:

EXCUSED FROM ATTENDING MEETING. Mr. Crabbe reported that the Finance Committee had excused Superintendent Berg and Business Manager Geasland from attending the November 16-17, 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 October, 1961, were approved and ratified.

DES MOINES DAY SCHOOL FOR DEAF. Mrs. Rosenfield reported that on October 27, 1961, Superintendent Berg and she had visited the Des Moines Day School for the Deaf, and had found that the work being done was satisfactory.

INSTITUTIONAL ROADS - SPECIAL ROAD MAINTENANCE CONTRACT. Mr. Gernetzky reported that on September 8, 1961, the Finance Committee had approved a contract with the Iowa State Highway Commission wherein it is agreed that the Iowa School for the Deaf would replace portions of a concrete drive on the east side of the kitchen and dining room and would be paid \$689.00 by the Iowa State Highway Commission. (See Finance Committee minutes of September 8, 1961.)

Upon the recommendation of the Building and Business Committee the report was approved and the action of the Finance Committee was 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 November 16, 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 October, 1961, were approved and ratified.

SUPERINTENDENT'S RESIDENCE GARAGE, 59th G.A. - FINAL REPORT. The Building and Business Committee reported that the Superintendent's Residence Garage, 59th G.A., had been completed and, upon the recommendation of the Building and Business Committee, the following final report was accepted, and authority was granted to return the balance of \$15.43 to the control account:

<u>Funds available</u>		
Appropriation, 59th G.A.		\$1,000.00
<u>Expenditures</u>		
Joyce Lumber Company, Vinton, Iowa - materials	\$634.32	
Triangle Building Supply Company,		
Cedar Rapids, Iowa - 6 squares shingles	44.81	
Youngblut Construction Company, Washburn, Iowa -		
7 yards concrete mix	101.50	
Anton Peterson, Vinton, Iowa - labor	<u>203.94</u>	
Total expenditures		984.57
Balance		\$ <u>15.43</u>

HEATING AND POWER PLANT - SURVEY. The Building and Business Committee reported that on October 12, 1961, Ben W. Schaefer, Superintendent of the Physical Plant Department at Iowa State University, Ames, Iowa, visited the Iowa Braille and Sight-Saving School to observe conditions in the heating and power plant and, more specifically, a turbine-generator unit installed therein; and that his

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conclusions, as stated in a letter dated October 13, 1961, are as follows:

"My conclusions regarding this turbine-generator unit are as follows:

1. The installation was ill-advised.
2. Size is uneconomical for size of plant.
3. Operating range will not prove out economies, if operated.
4. Plant personnel is not of proper caliber to operate this unit.
5. Unit should be transferred to another school, possibly the State College of Iowa, the Iowa School for the Deaf, or sold.
6. Electricity costs from the City of Vinton are not excessive, averaging \$525 a month for the past year.

"There are some other items that I noticed during my inspection that should have attention before too long.

1. The top part of the chimney is badly cracked. The cracking is developing below previous banding. The cracks should be repaired, additional bands added, or the upper part of the stack should be replaced.
2. The dampers on the outlet of each of the three boilers should be equipped with operators for furnace draft control. Excessive draft is causing high heat losses and erratic furnace operation.
3. Consideration should be given to modernization of the coal and ash handling systems. Much of this is now done manually.
4. Study and correct fly-ash and smoke problem on No. 2 boiler, which is spreader stoker fired. This unit is not used as much as it should be due to this problem.
5. Install steam flow-air flow or other metering devices on each boiler to check efficiency of operation or combustion.

"All-in-all, this plant gives a very good appearance of being reasonably well operated with the equipment available. At the time of my unannounced visit, the housekeeping was very good."

The Building and Business Committee reported that on November 13, 1961, the Brown Engineering Company, Des Moines, Iowa, had submitted a proposal to make a survey and report of the heating and power plant at the Iowa Braille and Sight-Saving School for a fee of not to exceed \$1,900.00.

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Upon the recommendation of the Building and Business Committee authority was granted to discuss its proposal with the Brown Engineering Company and to secure proposals from other engineering firms for the proposed survey and report of the heating and power plant at the Iowa Braille and Sight-Saving School.

STORM DAMAGE - ADDITION TO SCIENCE ROOM FOR BOTANY LABORATORY. The Building and Business Committee reported that the Iowa Braille and Sight-Saving School had received bids for a 125 square foot base greenhouse, Addition to Science Room for Botany Laboratory, as follows:

J. A. Nearing Company, Inc., Brentwood, Maryland	\$591.75
Lord & Burnham, Jefferson, Iowa	705.00
National Greenhouse Company, Pana, Illinois	995.00

Upon the recommendation of the Building and Business Committee the low bid of the J. A. Nearing Company, Inc., in the amount of \$591.75, was accepted and authority was granted to proceed with the project with the understanding that the estimated cost of cutting a doorway, assembling the greenhouse, and installing heating, lighting and water would be \$408.25, a total estimated cost of \$1,000.00, to be paid from funds appropriated by the 59th General Assembly for Storm Damage.

INSTITUTIONAL ROADS - ROUTINE MAINTENANCE CONTRACT. Mr. Gernetzky reported that the Finance Committee had approved a revised contract for the routine maintenance of the institutional roads at the Iowa Braille and Sight-Saving School, effective as of July 4, 1961, whereby the Iowa Braille and Sight-Saving School would be reimbursed by the Iowa State Highway Commission at the annual rate of \$312.50 for the maintenance of .60 mile. Upon the recommendation of the Building and Business Committee the action of the Finance Committee was ratified.

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STATE COLLEGE OF IOWA

The following business relating to the State College of Iowa was transacted on November 16, 1961:

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

RESIGNATION. Upon the recommendation of President Maucker and the Educational Policy Committee the resignation of Albert E. Eucker, associate professor of Psychology, effective February 2, 1962, was accepted. He has accepted a position at the Veterans Administration Hospital in St. Cloud, Minnesota.

ENROLLMENT - STUDENT HOUSING AND DINING SERVICES. Dean Lang distributed copies of a report dated November 15, 1961, confirming the reports made orally at the October meeting in regard to the fall enrollment (twice the increase expected - 445 students, or 12%) and student housing and dining services.

GRANT - NATIONAL SCIENCE FOUNDATION. The Educational Policy Committee reported that a grant of \$297,300 from the National Science Foundation in support of the fifth consecutive Academic Year Institute for Teachers of Mathematics and Science had been made to the State College of Iowa. On motion by Mrs. Valentine, which was seconded by Mr. Oberhausen and passed, the grant of \$297,300 from the National Science Foundation for the year 1962-1963 was accepted.

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ELECTRIC INTERCONNECTION. The Building and Business Committee reported that the State College of Iowa had been negotiating with the City of Cedar Falls for an electric interconnection, and Business Manager Jennings explained the need for the interconnection.

Business Manager Jennings was requested to explore the possibility of securing a proposal for an electric interconnection with Iowa Public Service and to report back to the Building and Business Committee at the December meeting.

ARTS AND INDUSTRIES BUILDING, ALUMINUM SUN SHADES, 59th G.A. Upon the recommendation of the Building and Business Committee, the Physical Plant Department of the State College of Iowa was authorized to prepare specifications for the Aluminum Sun Shades for the Arts and Industries Building, 59th G.A., and authority was granted to proceed in the same manner as when purchasing equipment and to advertise for quotations.

INSTITUTIONAL ROADS - MINNESOTA STREET IMPROVEMENT. The Building and Business Committee reported that a project to straighten and pave the north 1/2 of Minnesota Street from 23rd Street to 27th Street is included in the five-year institutional road program of the State College of Iowa and that the project has been discussed with the Iowa State Highway Commission to see if it could be combined with the plan of the City of Cedar Falls for the improvement of 23rd Street.

INSTITUTIONAL ROADS - ROUTINE MAINTENANCE CONTRACT. Upon the recommendation of the Building and Business Committee a revised contract for the routine maintenance of the institutional roads at the State College of Iowa, whereby the State College of Iowa would be reimbursed by the Iowa State Highway Commission at the

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rate of \$500 a mile for 2.7 miles, annual basis, effective as of July 4, 1961, was approved.

BOARD AND ROOM RATES - SUMMER SESSION. Upon the recommendation of the Building and Business Committee the board and room rate at the State College of Iowa for the 1962 summer session was increased from \$156.00 to \$160.00.

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STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on November 16, 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 October, 1961, were approved and ratified.

PROPERTY - CONTRACT FOR TRANSFER OF JURISDICTION TO IOWA STATE HIGHWAY COMMISSION.

The Building and Business Committee submitted a proposed contract by and between the State Board of Regents and the Iowa State Highway Commission whereby, for the mutual benefit of both parties, the State Board of Regents agrees to furnish to the Iowa State Highway Commission a transfer of jurisdiction and control of approximately 4 4/5 acres of real estate situated in Section 36, Township 80 North, Range 6 West, Johnson County, Iowa, for use by the Iowa State Highway Commission for the construction of Interstate I-80, Project No. I-IG-80-6(2)245, it being understood that the real estate is owned by the State of Iowa for the use and benefit of the State Sanatorium at Oakdale, Iowa, and is no longer needed for institutional purposes.

Mr. Oberhausen moved that the proposed contract for a transfer of jurisdiction and control of real estate described therein be approved and that the Secretary of the State Board of Regents be authorized to sign it. The motion was seconded by Mr. Noehren and on roll call the vote was, as follows:

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

Nay: None.

Absent: None.

The chairman declared the motion passed.

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STATE UNIVERSITY OF IOWA

The following business relating to the State University of Iowa was transacted on November 16, 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 October, 1961, were approved and ratified.

RESIGNATION. Upon the recommendation of President Hancher and the Educational Policy Committee the resignation of Juergen Tonndorf, research professor in the Department of Otolaryngology and Maxillofacial Surgery, College of Medicine, effective March 31, 1962, was accepted. He has accepted a position at the College of Physicians and Surgeons, Presbyterian Hospital, Columbia University, New York City.

LEAVE OF ABSENCE. Upon the recommendation of President Hancher and the Educational Policy Committee a leave of absence was granted to H. Vernon Price, professor in the Department of Mathematics, College of Liberal Arts, and head of Mathematics, University High School, College of Education, for the second semester of the academic year 1961-1962 and the 1962 summer session, without salary or insurance, in order that he may collaborate in the production of a series of textbooks.

CHANGE IN APPOINTMENT AND SALARY. Upon the recommendation of President Hancher and the Educational Policy Committee, Herbert F. Spitzer, professor and director of the University Elementary School, College of Education, was

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relieved of the directorship of the University Elementary School permanently, effective February 2, 1962, and his appointment as professor was changed from full time to one-fifth time, without insurance programs, for the second semester of the academic year 1961-1962; his salary of \$1,250 for the second semester to be paid from Account A 350, line 6.

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

Lee F. Hill, clinical professor (indefinite) in the Department of Pediatrics, College of Medicine, twelve months' basis, effective as of November 1, 1961, with no salary to be paid by the State University of Iowa.

Howard Jones, professor of Education and dean of the College of Education, at a salary of \$19,000 a year, twelve months' basis, plus insurance programs, effective July 1, 1962, or at an earlier date if he assumes the duties.

STATE PSYCHOPATHIC HOSPITAL - 1961-1962 BUDGET. The Building and Business Committee reported that the 1961-1962 budget for the State Psychopathic Hospital, approved by the State Board of Regents on June 23, 1961, includes \$7,500 from the unencumbered balance remaining on June 30, 1961, as a part of the total budget of \$1,214,500 for salaries, support, maintenance, and equipment. (See page 487, Board minutes of June 22-23, 1961. Budget total of \$1,227,800 on that page includes Repairs, Replacements and Alterations.)

Upon the recommendation of the Building and Business Committee authority was granted to request the Budget and Financial Control Committee to approve the use of \$7,500 of the State Psychopathic Hospital reserve fund for the support of the Hospital's 1961-1962 budget for salaries, support, maintenance and equipment, as provided by Section 14, Chapter 5, Laws of the 59th G.A.

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UNIVERSITY HOSPITAL, MEDICAL AMPHITHEATRE AIR CONDITIONING. Upon the recommendation of the Building and Business Committee a project for a complete air conditioning system for the medical amphitheatre in the University Hospital was approved; the University Architect's Office was designated as engineer and clerk-of-the-works for the project; and the following project description, project budget, and procedure were approved subject to approval and allocation of funds by the Budget and Financial Control Committee:

Description

This project is to provide a complete air conditioning system for the medical amphitheatre in the University Hospital. It will include steam energized refrigerating apparatus, a water cooling tower and the necessary duct work and air-handling devices.

The medical amphitheatre is located between the 3rd and 4th floors and has a seating capacity of 220. It is used as a classroom for medical students, and the new College of Medicine curriculum which provides for year-round clinical instruction will require much heavier use of the auditorium during the summer months than previously. In addition to its use as a classroom, the auditorium is used for a great many clinical-pathological conferences, medical-surgical conferences, medical post-graduate sessions and medical faculty meetings.

Estimated expenditures

Planning and supervision	\$ 2,500
Material and construction	45,000
Contingencies	2,500
	<u>\$50,000</u>

Source of funds

University Hospital Repairs, Replacements and Alterations	\$10,000
College of Medicine Trust Fund	15,000
58th G.A. appropriation for Pharmacy Building without equipment	25,000
	<u>\$50,000</u>

Procedure

The work to be done inside and adjacent to the auditorium, consisting primarily of duct work, to be done by the Physical Plant Department work force or by the quotation and purchase order procedure, and the remainder of the work by the formal public bidding procedure. This will permit the work in the auditorium to be done during the Christmas vacation period and thereby cause no interruption of classes.

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PURCHASE OF PROPERTY - JOSEPH G. AND ETHEL MAY SENTINELLA. The Building and Business Committee reported that on October 30, 1961, the Executive Council of Iowa had approved the action taken by the State Board of Regents authorizing the purchase of property from Joseph G. and Ethel May Sentinella. (See page 131, Board minutes of October 19-21, 1961.)

LIBRARY ADDITION WITHOUT EQUIPMENT, 58th G.A. - VENTILATING AND AIR CONDITIONING WORK - ACCEPTANCE. The Building and Business Committee reported that representatives of the State University of Iowa, the Architect, and the Contractor, had inspected the Library Addition without Equipment, 58th G.A., and had found that the ventilating and air conditioning work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the ventilating and air conditioning work in the Library Addition without Equipment, 58th G.A., was accepted as of this date, November 16, 1961, from the Filter Supply Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

IOWA MEMORIAL UNION, ADDITION OF UNITS IV, V AND VI. - COMMITMENT. Secretary Dancer reported that on November 15, 1961, John Hawkinson, Vice President and Treasurer of the Central Life Assurance Company, Des Moines, Iowa, had written, as follows, in regard to the commitment for the financing of the Iowa Memorial Union, Addition of Units IV, V and VI:

"On behalf of the participants in this proposed financing, we wish to express our willingness to extend our financing commitment to May 1, 1962, with the understanding that such financing commitment is subject to the conditions contained in our previous letters to you.

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"At such time as you are in a position to proceed with definitive plans for construction and financing, we will discuss with you definitive financing terms in the light of your requirements at that time.

"We request that you sign and return the enclosed copy of this letter confirming the foregoing understanding and the desire of the Board to proceed with such financing with these institutions on a mutually satisfactory basis when legal obstacles thereon have been removed."

Action on the request was deferred until a later meeting.

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IOWA STATE UNIVERSITY

The following business relating to the Iowa State University was transacted on November 16, 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 October, 1961, were approved and ratified.

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

Germaine Guiot, professor in the Department of Physical Education for Women, College of Home Economics, for the period effective December 1, 1961, through February 28, 1962, without salary, for reasons of health.

Ralph M. Hixon, professor in the Department of Chemistry, College of Sciences and Humanities, and dean emeritus of the Graduate College, effective December 1, 1961, through February 28, 1962, without salary, to spend the winter months in a warmer climate.

Leslie E. Johnson, professor and head of the Department of Animal Husbandry, College of Agriculture, effective November 22, 1961, through November 30, 1961, without salary, to serve with AID in Argentina as a consultant on a beef production program and on the development of animal husbandry curricula for schools of agriculture and for the universities.

Walter E. Loomis, professor in the Department of Botany, College of Sciences and Humanities, effective February 1, 1962, through May 31, 1962, without salary, to serve as a visiting professor at Duke University for the spring semester, 1962.

Duane C. Acker, associate professor in the Department of Animal Husbandry, College of Agriculture, effective November 4, 1961, through November 25, 1961, without salary, to serve with AID in Argentina as a consultant on a beef production program and on the development of animal husbandry curricula for schools of agriculture and for the universities.

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Ray E. Armstrong, associate professor and manager of Farm Service, College of Agriculture, effective January 1, 1962, through December 31, 1962, without salary, to work with the Rockefeller Foundation on mechanization of crop production in India, with headquarters at New Delhi.

Philip Cox, associate professor in the Department of Statistics, College of Sciences and Humanities, effective September 16, 1961, through October 11, 1961, without salary. The appointment of Mr. Cox was to have been effective September 16, 1961, but due to delay in visa clearance he was not able to leave England.

APPOINTMENTS. Upon the recommendation of President Hilton and the Educational Policy Committee the following appointments were made:

Henry H. Dukes, professor (temporary) in the Department of Veterinary Physiology and Pharmacology, College of Veterinary Medicine, at a salary of \$4,500, nine months' basis, without annuity, effective December 1, 1961, through March 31, 1962.

John L. Rigg, executive director of the Iowa State University Foundation, at a salary of \$14,000, twelve months' basis, plus annuity, effective as of November 1, 1961.

ADVANCE FEE PAYMENT - NON-RESIDENT STUDENTS. Upon the recommendation of President Hilton and the Educational Policy Committee the advance fee payment for non-residents of Iowa was increased from \$25.00 to \$50.00, effective for enrollees in the academic year 1961-1962.

FRILEY-HUGHES DORMITORY - HUGHES SECTION - REMODELING - ACCEPTANCE OF WORK.

The Building and Business Committee reported that representatives of the Iowa State University, Brooks-Borg, and the contractor, Arthur H. Neumann & Brothers, Inc., had inspected the remodeling work in the Hughes Section of Friley-Hughes Dormitory and found that the work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the remodeling work in the Hughes Section of Friley-Hughes Dormitory was accepted as of

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this date, November 16, 1961, from Arthur H. Neumann & Brothers, Inc., and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

PHYSICS BUILDING COURT ENCLOSURES, 58th G.A. - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University, Brooks-Borg, and the contractors had inspected the Physics Building Court Enclosures, 58th G.A. and had found that the general construction work, the mechanical work, and the electrical work had been completed in accordance with the plans and specifications and the contracts.

Upon the recommendation of the Building and Business Committee the following work in connection with the Physics Building Court Enclosures was accepted as of this date, November 16, 1961, from the contractors indicated and payment of the final estimates in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

General construction work	J. E. Whitfield Construction Company
Mechanical work	Conditioned Air Corporation
Electrical work	Fitz Electric Company

AGRICULTURAL ENGINEERING ADDITION FOR INDUSTRIAL ARTS, 59th G.A. - PRELIMINARY PLANS. Upon the recommendation of the Building and Business Committee the preliminary plans for the Agricultural Engineering Addition for Industrial Arts, 59th G.A., prepared by Russell and Lynch, Des Moines, Iowa, were approved and authority was granted to proceed with the preparation of final plans and specifications.

PLANT INTRODUCTION GREENHOUSE ADDITION. Upon the recommendation of the Building and Business Committee a project for the construction of a Plant Introduction Greenhouse Addition 28' x 50', at an estimated cost of \$18,000 to be provided

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from United States Department of Agriculture Regional Research Funds, was approved; and the Physical Plant Department of the Iowa State University was designated as architect for the project and authorized to proceed with the preparation of plans and specifications.

1961-1963 BIENNIUM BUDGET CEILING INCREASE - 1961-1962 BUDGET INCREASE - CO-OPERATIVE EXTENSION SERVICE IN AGRICULTURE AND HOME ECONOMICS. Upon the recommendation of the Building and Business Committee the 1961-1963 biennium budget ceiling and the 1961-1962 budget for Co-operative Extension Service in Agriculture and Home Economics were increased \$98,542, with Mrs. Valentine voting "no", because of additional funds in that amount provided by an increase in the federal appropriations for the fiscal year 1961-1962, with the understanding that reports are to be filed with the State Comptroller in accordance with the provisions of law, the increases being summarized as follows:

1961-1962 budget increased from \$3,067,568 to \$3,166,110

Biennial budget ceiling as established by the 59th General Assembly for 1961-1963	\$5,971,548
Increase authorized when 1961-1962 budget was adopted (see page 534, Board minutes of June 22-23, 1961)	81,794
Increase authorized by this minute	98,542
Revised biennial budget ceiling for 1961-1963	<u>\$6,151,884</u>

and the following allocation of the additional funds was approved with the understanding that a report about the work to be done in the areas outlined, and whether it duplicates similar work in other areas, is to be made at the next meeting of the Board.

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<u>Position or Area of Work</u>	<u>Department and Location in Budget</u>	<u>Salaries</u>	<u>Current Expense</u>	<u>Total</u>
<u>1. Community or Area Development</u>				
Associate Economist	Agr. Econ. (pos. 16a, p.187)	\$ 7,000	\$ 2,000	\$ 9,000
Industrial Economist	Agr. Econ. (pos. 13a, p.187)	10,500	3,000	13,500
<u>2. Swine Program</u>				
Asst. Prof. (Quality Imp.)	An. Hus. (pos. 9a, p.190)	8,000	2,500	10,500
Asst. Prof. (Marketing)	Agr. Econ. (pos. 14a, p.187)	9,000	2,500	11,500
<u>3. County or Area Positions</u>				
<u>County Extension Assistants</u>				
2 Home Ec. 2 Youth	Co. Home Ec. (pos. 99a & b, p.204)			
@ \$4,200 (ISU share)	Co. Youth (pos. 51b & c, p.208)	16,800	1,200	18,000
<u>Area Positions</u>				
1 4-H	Co. Youth (pos. 51a, p.208)	8,000	1,000	9,000
1 Community Development	Co. Agr. (pos. 141a, p.198)	8,500	3,400	11,900
1 Urban (Horticulture)	Co. Agr. (pos. 141b, p.198)	8,500	2,322	10,822
<u>4. Secretary</u>				
	Staff Serv. (pos. 23a, p.220)	4,320		<u>4,320</u>
Total				\$98,542

STORM DAMAGE. The Building and Business Committee reported that on October 29, 1961, a windstorm had caused damage estimated at \$600.00 at the Swine Breeding Farm.

Upon the recommendation of the Building and Business Committee authority was granted to request the Executive Council of Iowa to reimburse the Iowa State University from the Contingent Fund for the actual cost of repairing the damage at the Swine Breeding Farm caused by the windstorm on October 29, 1961.

LIBRARY ADDITION AND EQUIPMENT, 58th G.A. - WATER TREATMENT EQUIPMENT. Upon the recommendation of the Building and Business Committee authority was granted to proceed by purchase orders and/or force account for the purchase and installation of water treatment equipment for the cooling tower water supply, Library Addition and Equipment, 58th G.A., at an estimated cost of \$1,200.00, subject to approval by the Budget and Financial Control Committee.

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LIBRARY ADDITION AND EQUIPMENT, 58th G.A. - CLAIM. The Building and Business Committee reported that Midwest Concrete Industries, West Des Moines, Iowa, had filed a claim in the amount of \$4,271.00 covering a balance due that firm from the Thomas Construction Company, Inc., St. Joseph, Missouri, contractor for the general construction of the Library Addition and Equipment, 58th G.A.

Upon the recommendation of the Building and Business Committee authority was granted to withhold double the amount of the claim from the final estimate due the Thomas Construction Company, Inc., until the claim of Midwest Concrete Industries has been settled, in accordance with the provisions of law.

CHILD DEVELOPMENT LABORATORY, REMODELING AND ADDITION, 59th G.A. - PRELIMINARY PLANS. Upon the recommendation of the Building and Business Committee the preliminary plans prepared by Gerald I. Griffith, Architect, Des Moines, Iowa, for the Child Development Laboratory, Remodeling and Addition (Special RR&A), 59th G.A., were approved and authority was granted to proceed with the preparation of final plans and specifications.

FOOD PROCESSING BUILDING AND EQUIPMENT, 58th G.A. - REVISION OF PROJECT BUDGET. Upon the recommendation of the Building and Business Committee authority was granted to increase the amount for Building Equipment in the project budget for the Food Processing Building and Equipment, 58th G.A., from \$17,500 to \$53,500, the increase to be provided by:

Reducing the item for Contingencies	\$16,000	
Transferring from balances available in Library Addition and Equipment, 58th G.A.	<u>20,000</u>	\$36,000

subject to approval and transfer of funds by the Budget and Financial Control Committee.

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The revised project budget for the Food Processing Building and Equipment, 58th G.A., the total of which is increased from \$487,002 to \$507,002, was approved.

INSTITUTIONAL ROADS - ROUTINE MAINTENANCE CONTRACT. Mr. Gernetzky reported that the Finance Committee had approved an agreement with the Iowa State Highway Commission, effective July 4, 1961, for the routine maintenance of 11.56 miles of institutional roads at the Iowa State University; the Iowa State University to be paid by the Iowa State Highway Commission at the rate of \$750 per mile annually. (See Finance Committee minutes of November 8, 1961.)

Upon the recommendation of the Building and Business Committee the report of the Finance Committee was approved and the action ratified.

STANGE INSTITUTIONAL ROAD UNDERPASS, 59th G. A. Vice President Platt explained the proposed plan of the Iowa State Highway Commission for the construction of the Stange Institutional Road Underpass, for which the 59th General Assembly made an appropriation of \$500,000 (Chapter 19, 59th G.A.); and he showed photographs of the area. (See page 557, Board minutes of June 22-23, 1961.)

Vice President Platt stated that at a later meeting the plans and specifications and project budget to be prepared by the Iowa State Highway Commission will be submitted to the State Board of Regents for approval.

LEASE - EARL E. AND FRANCES GINGLES. The Building and Business Committee submitted the following proposed lease covering 26 acres of land in Monona County for use by Agricultural Experiment Station in watershed research:

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1. This lease, made and entered into this ____ day of _____, 1961, by and between Earl E. Gingles and Frances Gingles whose address is Onawa, Iowa, hereinafter called the Lessors, and the State Board of Regents acting for the use and benefit of Iowa State University of Science and Technology, hereinafter called the Lessee, and its successors and assigns.

WITNESSETH: The Parties hereto for the considerations hereinafter mentioned covenant and agree as follows:

2. The Lessors hereby lease to the Lessee the following described premises, viz:

a tract enclosed by a line beginning at a point 150 feet east of the southwest corner N W 1/4 of N E 1/4 of Section 28, Twp. 48 N, Range 42 W, and going north 1320 feet, thence east 1100 feet; thence south 825 feet to the north line of Monona County Highway D; thence southwesterly approximately 1300 feet along north line of right of way of Monona County Highway D to point of beginning; all in N W 1/4 of N E 1/4 of Section 28, Twp. 48 N, Range 42 W (Center Township - Monona County, Iowa), containing 26 acres more or less,

for use as an experimental farm at a rental of Five hundred twenty dollars (\$520.00) per year, payable as follows:

\$520.00 payable on March 1, 1962
\$520.00 payable on March 1, 1963
subject to availability of funds

3. TO HAVE AND TO HOLD THE SAID PREMISES with their appurtenances for the term beginning March 1, 1962, and ending with February 28, 1964.

4. This Lease may, at the option of the Lessee, be renewed for an additional term of two (2) years at a rental not to exceed \$520.00 per year and otherwise upon the terms and conditions herein specified, provided notice be given in writing by the Lessee at least 180 days before the lease or any renewal thereof would otherwise expire.

5. The Lessors shall furnish to the Lessee, during the occupancy of said premises, under the terms of this Lease, as part of the rental considerations, the following:

Fencing materials for Regents' use in keeping exterior fences in good repair.

6. The Lessee shall have the right during the existence of this lease to construct on the property such farm buildings as might be necessary to its operation or to move farm buildings onto the property as may be required. The Lessee shall also have the right to construct such temporary interior fencing as may be required to carry on its operations. Such temporary buildings and fences so placed and or upon or attached to the said premises shall be and remain the property of the Lessee and may be removed therefrom by the Lessee

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prior to the termination of this lease, and the Lessee, if required by the Lessors, shall before the expiration of this lease or renewal thereof restore the premises to the same condition as that existing at the time of entering upon the same under this lease, reasonable and ordinary wear and tear, and damages by the elements and by circumstances over which the Regents have no control, excepted: Provided, however, that if the Lessors requires such restoration, the Lessors shall give written notice to the Lessee thirty (30) days before the termination of the lease.

7. If it shall appear that said premises are encumbered by lien or mortgage, taxes liable in the judgment of the Lessee to affect this lease, the Lessors shall obtain the approval of this lease in writing duly executed by the owner of such mortgage or lien of any kind.

Mr. Noehren moved that the foregoing lease be approved and that the Secretary of the State Board of Regents be authorized to sign it. The motion was seconded and on roll call the vote was as follows:

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

Nay: None.

Absent or not voting: None.

The chairman declared the motion passed.

November 17, 1961

The following business relating to the Iowa State University was transacted on November 17, 1961:

MEN'S PHYSICAL EDUCATION ADDITIONS WITHOUT EQUIPMENT - 59th G.A. - PRELIMINARY PLANS. Robert Savage, of Savage and Ver Ploeg, Architects, West Des Moines, Iowa, presented the preliminary plans for the Men's Physical Education Additions without Equipment, 59th G. A., which provide for the construction of the project across the street north from the present Gymnasium for Men rather than an addition to the existing building.

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On motion by Mr. Noehren, which was seconded and passed, the preliminary plans for the Men's Physical Education Additions without Equipment, 59th G.A., were approved and the architect was authorized to proceed with the preparation of final plans and specifications.

COMPUTER SERVICES. President Hilton reported about the plans of the Iowa State University for the installation of a #7074 IBM Computer and the establishment of a General University Computing Center; and he stated it would take about a year to have the new machine ready to operate.

ADJOURNMENT. President Hagemann adjourned the meeting at 2 p.m., November 17, 1961.

David A. Dancer
David A. Dancer, Secretary