

Des Moines, Iowa  
March 17-18-19, 1954

A meeting of the State Board of Education was held in its office in the State Office Building and in the Fort Des Moines Hotel, Des Moines, Iowa, on March 17, 18, and 19, 1954.

PRESENT:

All sessions: Mrs. Archie, Mr. Fredricksen, Mr. Hagemann, Mr. Hamilton, Mr. Stevens, and Mr. Strawman, members of the State Board of Education; Mr. Gernetzky and Mr. Walsh, members of the Finance Committee; Miss Lenihan, assistant secretary; President Hancher, Provost Davis, and Business Manager Ambrose, of the State University; President Hilton, Dean Gaskill, and Business Manager Platt, of the Iowa State College; President Maucker, Dean Nelson, and Business Manager Jennings, of the Iowa State Teachers College; Superintendent Berg and Business Manager Geasland, of the Iowa School for the Deaf; Superintendent Spear and Business Manager Wynn, of the State Sanatorium; and Superintendent Overbeay, of the Iowa Braille and Sight-Saving School.

ABSENT:

All sessions: Mrs. Brooks, Mr. Plock, and Mr. Rider, members of the State Board of Education; and Mr. Dancer, secretary of the Board and the Finance Committee.

GENERAL OR MISCELLANEOUS

The following business relating to general or miscellaneous matters was transacted when the Board met in the Fort Des Moines Hotel at 8 p.m., March 17, 1954:

CHAIRMAN. Mr. Hamilton moved that, in the absence of President Rider, Mr. Hagemann be chairman of the session. The motion was seconded by Mrs. Archie and passed.

CAPITAL IMPROVEMENTS PROGRAM - NEEDS. The executives reported about the needs for capital improvements at their institutions, after which there was a general discussion with the understanding that the needs would be given further study.

RECESS. Mr. Hagemann recessed the meeting at 10:30 p.m., and requested that those present proceed with committee business when they convene in the Board's office at 9 a.m., March 18, 1954.

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March 18, 1954

The following business relating to general or miscellaneous matters was transacted when the Board reconvened at 2:30 p.m., March 18, 1954:

EXECUTIVE SESSION. The Board resolved itself into executive session. The Board arose from executive session and resumed regular business.

CHAIRMAN. Mr. Hagemann reported that in executive session Mr. Hamilton had been named chairman of the meeting, and he moved that the action be ratified. The motion was seconded and passed.

APPROVAL OF MINUTES - MEETING HELD FEBRUARY 11-12, 1954. On motion, the minutes of the meeting the State Board of Education held on February 11-12, 1954, were approved.

APPROVAL OF MINUTES - FINANCE COMMITTEE. On motion, the minutes of the following meetings of the Finance Committee were approved:

State University	December, 1953
Iowa State College	December, 1953
Iowa State Teachers College	January, 1954
Iowa School for the Deaf	January, 1954
Iowa Braille and Sight-Saving School	January, 1954
State Sanatorium	January, 1954

COMMITTEE ON EDUCATIONAL COORDINATION - REPORT. Dean Gaskill submitted the following report of the Interinstitutional Committee on Educational Coordination:

The Committee feels that many of its activities are important in carrying out parts of the mission assigned by the Board. It is our intention to give you brief one-page reports from time to time. We realize that verbal reports of some of our activities would take too much time during Board meetings, yet some of the activities, of which you might be unaware, have greater significance than those we discuss verbally.

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To accomplish coordination, we believe the interchange of ideas among members of the three faculties is effective. We have therefore, set up as many seminar type meetings, in as many fields as we thought could be scheduled appropriately. Some of you will remember the two-day session in Guthrie County three years ago in the field of Biology. About fifty members of the three faculties participated. There have been seminars in Psychology at Iowa State Teachers College, in the general area of publishing at Iowa State College, among others.

Two seminars held during the current academic year have proven successful. Both of these were held at the State University of Iowa; one in Special Education and other devoted to Preprofessional Education. We are pleased to report that the seminar in Special Education was attended by members of the staff of the Iowa Braille and Sight Saving School and the Iowa School for the Deaf.

During the year meetings were held involving members of the staff in Chemistry of Iowa State College and the State University of Iowa, as well as meetings involving the two staffs in Physics. A significant number of other less formal meetings have been held.

We feel that the long-range significance of seminars and meetings, of the type we have encouraged, cannot be overstressed. These meetings have been highly functional in furthering coordination.

The three members of the Committee are in frequent contact. Many problems of curricular coordination are solved in their early stages.

We should be very glad to answer detailed questions which any member of the Board might have.

DORMITORY FINANCING. Mr. Gernetzky reported that officials of the Valley Bank and Trust Company and the Bankers Trust Company had visited with the members of the Finance Committee and stated that their banks would be interested in participating in the dormitory loan program to the extent of their limitation for loans, as follows:

Valley Bank and Trust Company	\$300,000.00
Bankers Trust Company	\$550,000.00

Consideration of the report was deferred.

March 19, 1954

The following business relating to general or miscellaneous matters was transacted on March 19, 1954:

PER STUDENT COST FORMULA. Business Manager Ambrose reported that at a meeting on March 17, 1954, the Business Managers Committee on Coordination had reviewed the formula used for determining per student costs (unit costs), and he submitted the recommendation of the Committee that the formula adopted by the State Board of Education at a meeting held on June 26-27, 1952, be amended by changing the second paragraph, page 398, which defines the numerator and begins with the words "The numerator" to read as follows:

The numerator, Expenditures for Teaching Programs, shall be the total educational and general expenditures of the institution, based on its annual report but not to include the following:

- a. Research expenditures, separately budgeted and reported.
- b. Extension expenditures, separately budgeted and reported.
- c. Organized Public Services, separately budgeted and reported.
- d. Correspondence Studies, separately budgeted and reported.
- e. Heat, light and water sales by Physical Plant.
- f. Organized Activities related to Education and Public Services.
- g. Auxiliary Enterprises.

On motion, the recommendation of the Business Managers Committee on Coordination regarding the per student cost formula was referred back to the Committee for further consideration.

EDUCATIONAL TELEVISION. Mr. Gernetzky reported that, as requested, bulletins and other informative materials relative to educational television had been sent to Board members.

IOWA JOINT COMMITTEE ON EDUCATIONAL TELEVISION - REPORT. Provost Davis submitted a report of the meeting of the Iowa Joint Committee on Educational Television that was held on March 11, 1954, and he called attention to the following items which appear in the minutes of that meeting:

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Legislative Program - 56th G.A. Considerable time was spent discussing what should be proposed to the 56th G.A. which convenes in January, 1955, and how active should the Iowa Joint Committee on Educational Television be in a campaign for support. It was the consensus of the meeting that plans should be developed for presenting a program to the 56th G. A. Mr. Jordan and Mr. Hull agreed to approach some of the members of the Citizens Committee on the subject.

Upon motion which was carried, the Chairman was authorized to appoint a special committee to study the matter of possible legislative programs and bring back a recommendation to IJCET.

The Chairman appointed the following: Mr. Johnston, Chairman, Mr. Jordan, Mr. Elder, Mr. Holmes, Mr. Menzer, and Mr. Town.

Budget for 1954-1955. Mr. Moore and Mr. Dancer were requested to determine the attitude of the Department of Public Instruction and the State Board of Education regarding support for a budget for the activities of the Iowa Joint Committee on Educational Television for the 1954-1955 fiscal year, and report back.

Provost Davis stated that action on the recommendations is not necessary at this time.

REGIONAL EDUCATION. Mr. Gernetzky reported that, as requested, Secretary Dancer had distributed to Board members material describing the Southern Regional Educational Program.

It was the consensus that the development of regional educational programs should be observed closely to determine if similar programs might be developed which would be beneficial to the state institutions of higher learning in Iowa.

SURVEY OF HIGHER EDUCATION - QUESTIONNAIRE. The presidents of the three state institutions of higher learning are to have a conference about the questionnaire prepared by Alden L. Doud, who has been employed by the Budget and Financial Control Committee to make a survey of higher education, and report back to the Board at the next meeting, so that Mr. Doud may be contacted for clarification of certain questions and their application to the state institutions of higher learning.

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BUDGET AND FINANCIAL CONTROL COMMITTEE - RESOLUTION. Attention was called to the following resolution adopted by the Budget and Financial Control Committee at a meeting held on January 22, 1954, copies of which had been mailed to Board members, executives and business managers:

R E S O L U T I O N

WHEREAS, there has been a constant demand for increased services of government resulting in the growth of federal, state and local governmental units, and

WHEREAS, such increased services has resulted in deficit spending by the national government and surplus spending by state government, and

WHEREAS, the increased costs of governmental services in the state could bring about deficit spending and thereby resulting in a state property tax unless steps are taken to reduce its operating costs, and

WHEREAS, additional taxes would cause a deterrent to the growth of individual initiative and business, and thereby impair true prosperity,

NOW THEREFORE, BE IT RESOLVED that this Committee urges all departments of state government to examine the services and the costs of the same within each department with the view in mind of developing more efficient administration with elimination of such services and personnel not needed in the interests of good government.

BE IT FURTHER RESOLVED that a copy of this resolution be mailed to each department of state government, and to each county, city, and school government, the Governor, the Lieutenant Governor, the Executive Council, and each member of the state legislature, and that sufficient funds be allocated from the Contingent Fund for the purpose of defraying the expense of printing and mailing the said resolution.

BE IT FURTHER RESOLVED that this Committee examine the reports received to determine on or before September 1, 1954, what services of government and costs of administration can be reduced without impairing efficiency in order that this Committee can prepare itself to make recommendations to the Fifty-Sixth General Assembly.

BE IT FURTHER RESOLVED that we solicit the support of all agencies in state government to make their findings available to this Committee on or before September 1, 1954.

STATE FAIR - EXHIBITS. Mr. Gernetzky reported that L. B. Cunningham, secretary of the State Fair Board, had conferred with him about the possibility of expanding the exhibits at the State Fair of the institutions under the supervision of

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the State Board of Education.

On motion, the Finance Committee was instructed to confer with those people at the institutions who are responsible for the exhibits about the advisability, providing funds are available, of increasing the expenditures for State Fair exhibits and to report back to the Board.

BOILER INSURANCE - BIDS. Mr. Gernetzky submitted the following report:

The following persons met in the Conference Room of the Board of Control, State Office Building, Des Moines, Iowa, at 2:00 p.m., Monday, March 8, 1954:

Henry W. Burma, Robert C. Lappen, and George W. Callenius, all members of the Board of Control of State Institutions; Ralph Arnold, Architect for the Board of Control of State Institutions; David A. Dancer, Secretary of the State Board of Education; and Ben W. Schaefer, Superintendent of the Physical Plant, Iowa State College, Ames, Iowa.

The following business was transacted:

Boiler Insurance - Bids. At 2:00 p.m. the following bids for boiler insurance for state institutions under the jurisdiction of the Board of Control of State Institutions and the State Board of Education were opened and read:

<u>Bidder</u>	<u>Insurance Company</u>	<u>Bid Price</u>
Witmer-Kauffman-Evans Company Des Moines, Iowa	Hartford Steam Boiler Inspection and Insurance Company	\$ 8,945.32
S. D. Butters and Company Des Moines, Iowa	Fidelity and Guaranty Company of New York	8,699.74
Nelson Insurance Agency Council Bluffs, Iowa	The Travelers Indemnity Company	8,802.51
Sturges & Bragg Des Moines, Iowa	London Guarantee & Accident Company, Limited	9,000.72
Hauge Insurance Agency Des Moines, Iowa	Hartford Steam Boiler Inspection and Insurance Company	8,945.32

The bids were turned over to the Board of Control of State Institutions and the State Board of Education for analysis and evaluation.

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BOILER INSURANCE - CONTRACT. Mr. Gernetzky reported the recommendation of the Board of Control of State Institutions and the Finance Committee of the State Board of Education that the contract for boiler insurance be awarded to the low bidder, S. D. Butters & Company, Des Moines, Iowa, on the basis of that firm's bid of \$8,699.44 for a policy of the Fidelity and Guaranty Company of New York.

Mr. Hagemann moved that the recommendation be approved and the contract for boiler insurance be awarded to S. D. Butters & Company, Des Moines, Iowa, on the basis of the bid submitted. The motion was seconded by Mr. Fredricksen and passed.

OFFICE PERSONNEL - SALARY INCREASES. Mr. Gernetzky reported salary increases of employees in the office of the State Board of Education as approved by the Division of Personnel, Office of State Comptroller, in accordance with the Classification and Compensation Plan, as follows:

Name of employee	Position	From	To	Effective Date
Ernestine Conradi	Stenographer II	\$2,220.00	\$2,280.00	January 1, 1954
Inez Jolly	Stenographer III	2,640.00	2,760.00	March 1, 1954
Ann Bruning	Bookkeeper III	2,640.00	2,760.00	March 1, 1954
Carol Bowers	Field Worker	3,180.00	3,300.00	March 1, 1954
Ann Rohn	Stenographer II	2,520.00	2,640.00	March 1, 1954
Arthur W. Walsh	Finance Committee	5,160.00	5,400.00	March 1, 1954
Helen Lenihan	Assistant Secretary	3,240.00	3,360.00	March 1, 1954

Mr. Hagemann moved that the salary increases be approved and the action of the Division of Personnel ratified. The motion was seconded by Mr. Fredricksen and passed.

ASSOCIATION OF GOVERNING BOARDS OF STATE UNIVERSITIES AND ALLIED INSTITUTIONS - DUES. The statement for annual dues amounting to \$210.00 for membership of the State Board of Education in the Association of Governing Boards of State Universities and Allied Institutions was submitted and, on motion by Mr. Strawman, seconded by Mr. Hagemann, payment was authorized as follows:



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State University of Iowa, 40%	\$84.00
Iowa State College, 40%	84.00
Iowa State Teachers College, 20%	42.00

ARCHITECTS. Mr. Gernetzky reported that the following architectural firms had requested that they be considered when architectural services are needed:

Durrant and Berquist, Dubuque, Iowa  
Woodburn and O'Neil, Des Moines, Iowa

BUDGETS - INTERPRETATION OF APPROPRIATION BILL. A part of Section 12, Chapter 6, Acts of the 55th General Assembly, reads:

"The budget of total expenditures for each institution under the control of the state board of education, including state appropriations and such other receipts as may be available for the same purpose as the state appropriations, during the biennium shall not exceed the budget for each institution as hereinafter set forth, except \*\*\*\*\*."

Mr. Strawman, who was a member of the House of Representatives and the Appropriations Committee, interpreted the foregoing to mean that the total expenditures of an institution for the two-year period should not exceed the figure set out in the appropriation bill.

MEETINGS. The next meetings of the State Board of Education were scheduled to be held in the Board's office in Des Moines, Iowa, on the dates indicated:

April 8 and 9, 1954  
May 13 and 14, 1954  
June 16, 17, and 18, 1954

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IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on Thursday, March 18, 1954:

REQUEST FOR RE-EMPLOYMENT - WILLIAM MORAN. James A. Hart, Attorney, Omaha, Nebraska, appeared before the Board on behalf of William Moran, whose employment at the Iowa School for the Deaf was terminated June 2, 1951, and requested that Mr. Moran be re-employed. (See Board minutes of 5/9-10/51, 6/27-28/51, 9/13-14/51, 11/29-30/51, and 1/10-11/52.)

Mr. Hamilton told Mr. Hart that the request would be considered.

March 19, 1954

The following business relating to the Iowa School for the Deaf was transacted on March 19, 1954:

REQUEST FOR RE-EMPLOYMENT - WILLIAM MORAN. The request of James A. Hart, Attorney, Omaha, Nebraska, that William Moran be re-employed by the Iowa School for the Deaf, was carefully considered.

Mrs. Archie moved that Mr. Hart be notified that, because the position formerly held by Mr. Moran has been filled by a competent and satisfactory person, there is no vacancy at the present time. The motion was seconded by Mr. Stevens and passed.

REPLACING REFRIGERATION SYSTEM - CHANGE ORDER. Upon the recommendation of the Building and Business Committee, authority was granted to execute Change Order No. 1 to the contract with Central Ice Machine Company, Omaha, Nebraska, for replacing the ammonia refrigeration system with a freon unit, covering the

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substitution of one 2 H.P. and one  $1\frac{1}{2}$  H.P. combination air-water condensing units for two  $1\frac{1}{2}$  H.P. straight water cooled condensing units at no change in the contract price.

BUDGET FOR 1954-1955. Superintendent Berg submitted the proposed budget of the Iowa School for the Deaf for the year 1954-1955, and Mr. Gernetzky stated that it had been approved by the Finance Committee.

Mr. Hagemann moved that the budget of the Iowa School for the Deaf for the year 1954-1955 be adopted, and that the Finance Committee be authorized to approve minor changes and adjustments during the year. The motion was seconded by Mr. Strawman and passed. (See Volume 18, Budgets.)

DIPLOMAS. Superintendent Berg recommended that the following students be granted diplomas on May 28, 1954:

Kenneth Dean Derby	Burlington, Iowa
Joyce Carolyn Jacobson	Waukon, Iowa
Frances Laura Jensen	Riceville, Iowa
John Richard Rinehart	Bettendorf, Iowa
Patricia Louise Sullivan	Salix, Iowa
Ronald Eugene Sutcliffe	Clarksville, Iowa
Marilyn Joyce Taylor	Lone Rock, Iowa
Harriet Lou Van Buskirk	Goodell, Iowa
Franklin George Wernimont	Carroll, Iowa

With the approval of the Faculty Committee, the recommendation was adopted and the diplomas authorized.

IN-SERVICE TEACHER TRAINING PROGRAM - AGREEMENT WITH STATE UNIVERSITY. Copies of the proposed agreement between the State University of Iowa and the Iowa School for the Deaf, covering the accredited In-Service Teacher Training Program for teachers at the Iowa School for the Deaf, were mailed to members of the Board on March 4, 1954.

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A part of the proposed agreement is as follows:

1. Study for credit under this program shall begin in September, 1953, under the direction of Miss Josephine Carr, director of in-service teacher training at the Iowa School for the Deaf, Council Bluffs, Iowa.

Miss Carr shall, in turn, be responsible to Dr. Wendell Johnson, Department of Speech Pathology, College of Liberal Arts, State University of Iowa, and chairman of the committee, for approval of the academic development of this program.

2. Study for credit under this program shall be carried on through the Bureau of Correspondence Study of the State University of Iowa, but courses so offered shall be available only to people who are actually teaching in the Iowa School for the Deaf. This program is not meant to be available to others than the staff members of the Iowa School for the Deaf.
3. The number of courses offered as indicated on the attached list shall consist of five courses during the first semester of the in-service training program constituting thirteen semester hours of credit. Six courses for the second semester constituting fifteen hours of credit. The total number of semester hours for credit for the in-service program as tentatively designed in the starting program thereby constitutes a total of twenty-eight semester hours.
4. Under the regulations of the State University of Iowa, Correspondence Study credits are acceptable to the amount of thirty semester hours toward a bachelor of arts degree. More credit may be taken and may be officially listed on the records of the student but the limitations for degree acceptance are as stated. Six semester hours are acceptable toward the completion of a master's degree. A teacher may enroll for a maximum of ten semester hours of credit during any one semester.
5. Charges to be made to the students under this arrangement for in-service training credit shall be the same as normally required for enrollment in a Correspondence Study course.
6. Any faculty member of the Iowa School for the Deaf who may wish to pursue training in any other area than that included in the in-service training here considered shall by virtue of this arrangement be permitted to enroll for regular courses in the Bureau of Correspondence Study under the conditions applicable to any student enrolled in the Bureau.
7. The actual course work at the Iowa School for the Deaf shall be in class periods as arranged in their schedule in accord with the University program of one clock hour of course work per week per semester for each semester hour of credit.

Faculty members at the Iowa School for the Deaf conducting these classes shall be trained people approved by the Committee on this in-service training program under the chairmanship of Dr. Wendell Johnson. At the beginning of the program these people are Miss Josephine Carr, director of the in-service training program, and Mr. E. L. Noble, principal of the Iowa School for the Deaf.

Superintendent Berg and the Faculty Committee recommended that the proposed agreement be approved.

Mr. Hagemann moved that the proposed agreement between the State University of Iowa and the Iowa School for the Deaf, covering the accredited In-Service Teacher Training Program for teachers at the Iowa School for the Deaf, be approved. The motion was seconded by Mr. Strawman and passed.

DEAF-BLIND DIVISION - OUT-OF-STATE PUPILS - CONTRACT. Superintendent Berg submitted a proposed contract form providing for tuition and maintenance for out-of-state deaf-blind children in the Iowa School for the Deaf, a part of which reads:

NOW, THEREFORE, IT IS AGREED by and between the parties hereto, as follows:

1. The party of the first part has agreed to provide instruction and maintenance to (name of child) for the academic year of 9 months, or portion thereof as herein agreed, beginning \_\_\_\_\_ and continuing for the school term or until this agreement is terminated by either or both parties as provided.
2. The party of the second part has agreed to pay the party of the first part \_\_\_\_\_ for such instruction and maintenance for the academic year of 9 months, or that portion of the 9 months during which the child is furnished instruction and maintenance, as determined by the party of the first part. The tuition fee is the actual cost to the State of Iowa for this specialized program of education as determined by the per pupil cost of the Iowa deaf-blind children now under instruction in the school maintained by the party of the first part.
3. Tuition and maintenance fees must be paid for in advance, as provided by the Iowa Code, and prior to the time the child is sent to the school. If more than one agency or person is to share the expense of tuition and maintenance, an agreement must be signed by each party for their portion of the fee for such tuition and maintenance, and the total advance payment of not less than one quarter of the annual total fee must be received by the party of the first part prior to the beginning of each quarter in which the child is enrolled. Any payment of less than one quarter of the 9 months total fee will not be accepted.
4. Failure of any one agency or person to sign the agreement for their portion of the fee, when more than one agency or person is to share the fee, or failure of any one agency or person to comply with the full meaning of the term "payable in advance" shall automatically cancel any obligation by the party of the first part, other than the refund of fees as provided. One of the remaining parties or agencies may assume the obligation of the defaulting party if they so elect.

5. The cost for transportation of any kind, clothing and any extraordinary medical attention shall be at the expense of the party of the second part, or other designated party stated in application, and it is agreed that \_\_\_\_\_ will assume these charges with the understanding that such costs will not be incurred by the party of the first part without special permission of the party so designated and not until prior arrangements for payment of said costs have been made; except in emergencies vital to the health of the child when deemed such by the Superintendent of the School.
6. The child will not enter school before the date set by the party of the first part.
7. In the event the child does not continue for the entire school term, a refund will be made as follows:

Refund will be made by the party of the first part on a pro-rated basis, if the child has not been furnished instruction and maintenance or both, for less than one-half of the quarterly period in which the child is released or withdrawn, or for less than a period of  $4\frac{1}{2}$  weeks.

Refund will not be made by the party of the first part if the child has been furnished either instruction or maintenance or both for  $4\frac{1}{2}$  weeks or more of the quarterly period in which the child is released or withdrawn.

8. The terms of this agreement shall be in continuous force during the school term but may be terminated by either party upon thirty (30) days' written notice effecting the release or withdrawal of the said child.

Mr. Fredricksen moved that the foregoing form of contract providing for tuition and maintenance for out-of-state deaf-blind children in the Iowa School for the Deaf be approved. The motion was seconded by Mrs. Archie and passed.

DEAF-BLIND DIVISION - PERSONNEL - CONTRACT COMMITMENTS. Mr. Strawman moved that contract commitments for personnel needed for the out-of-state pupil instruction and care contain a 30-day notice of termination of employment contracts, the notice to be given at the discretion of the Superintendent of the Iowa School for the Deaf should the personnel not be needed. The motion was seconded by Mr. Fredricksen and passed.

IOWA ASSOCIATION OF THE DEAF - BIENNIAL CONFERENCE. Superintendent Berg reported that the biennial conference of the Iowa Association of the Deaf would be held at the Iowa School for the Deaf on August 25-29, 1954.

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STATE UNIVERSITY OF IOWA

The following business relating to the State University was transacted on March 18, 1954:

COLLEGE OF ENGINEERING - ESTABLISHMENT OF DEPARTMENT OF INDUSTRIAL AND MANAGEMENT ENGINEERING. At the meeting held on February 11-12, 1954, President Hancher submitted a recommendation to reorganize the curriculum of the College of Engineering in order to establish a Department of Industrial and Management Engineering; the Committee on Educational Coordination recommended that the proposals for the establishment of the Department be approved; and on motion the recommendation was referred to the Faculty Committee.

The Faculty Committee reported that it had approved the recommendations. Mr. Hagemann moved that the curriculum of the College of Engineering be reorganized in order to establish a Department of Industrial and Management Engineering for graduate study. The motion was seconded by Mr. Fredricksen and passed.

March 19, 1954

The following business relating to the State University was transacted on March 19, 1954:

RESIGNATIONS. Upon the recommendation of President Hancher and the Faculty Committee, the following resignations were accepted:

Wayne Vasey, professor of Social Work and Director of the School of Social Work, effective July 1, 1954, to accept an appointment at Rutgers University.

A. H. Moehlman, professor in the College of Education, effective at the end of the 1954 Summer Session, to accept an appointment at the University of Texas.

Dr. Robert L. Jackson, professor in the Department of Pediatrics, College of Medicine, effective August 31, 1954, to accept an appointment at the University of Missouri.

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LEAVE OF ABSENCE. Upon the recommendation of President Hancher and the Faculty Committee, a leave of absence was granted to Alexandre Aspel, associate professor in the Department of Romance Languages, College of Liberal Arts, for the academic year 1954-1955, without salary or insurance programs, to engage in work necessary for the completion of his study on modern French prose.

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

Himie Voxman, head of the Department of Music, College of Liberal Arts, at a salary of \$8,500 on an academic year basis, effective April 1, 1954. Mr. Voxman is a professor in the Department of Music.

Rhodes Dunlap, professor of English, transferred from the Department of English, Account 1316, and appointed research professor in the Graduate College for the second semester of the 1953-1954 academic year at a salary for the period of \$3,200.00 to be paid from funds of the Graduate College. Dr. Dunlap will continue work on his study of "The Literary Career of King James I of England".

Humbert Albrizio, professor in the Department of Art, College of Liberal Arts, at a salary of \$6,500 a year, plus insurance programs, nine months' basis, effective September, 1954.

Sidney Chapman, visiting professor in the Department of Physics, College of Liberal Arts, for one semester, October, 1954, through February, 1955, at a salary of \$4,200 for the period.

Robert V. Vining, assistant professor in the Department of Operative Dentistry and Dental Anatomy, College of Dentistry, for three years effective September 1, 1954, at a salary of \$7,000 plus insurance programs twelve months' basis.

John L. Lach, assistant professor in the College of Pharmacy for two years effective July 1, 1954, at a salary of \$5,700 a year plus insurance programs, twelve months' basis.

Willard L. Boyd, instructor in the College of Law for the academic year 1954-1955, effective September, 1954, at a salary of \$5,000 a year plus insurance programs, nine months' basis.

Elizabeth S. Yearick, associate professor of Nutrition, indefinite, Department of Internal Medicine, College of Medicine, effective as of September 15, 1953, at a salary of \$4,200 a year plus insurance programs, twelve months' basis, payable from University Hospital Account 3097.



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PROMOTION. Upon the recommendation of President Hancher and the Faculty Committee, Louise M. Schmitt was promoted from associate professor to professor in the College of Nursing, effective July 1, 1954, at a salary of \$7,200 a year plus insurance programs, twelve months' basis.

SALARY ADJUSTMENTS. The Faculty Committee reported that upon the recommendation of President Hancher it had approved the following salary adjustments for personnel in the Division of Physical Education and Intercollegiate Athletics, the increases to be payable from funds of the Board in Control of Athletics:

Name and position	Present Salary	Proposed Salary	Increase	Basis	Effective Date
Paul W. Brechler, Director	\$12,500	\$13,500	\$1,000	12 mos.	7-1-54
R.F. Williams, Assistant Director	8,000	8,500	500	12 mos.	7-1-54
F.X. Cretzmeyer, Track Coach	8,400	8,750	350	12 mos.	7-1-54
Frederick S. Beebe, Intramurals	6,100	6,300	200*	12 mos.	7-1-54
Frank S. O'Connor, Basketball & Golf Coach	9,000	9,500	500	12 mos.	7-1-54
Chalmers Elliott, Football & Basketball Assistant Coach	8,000	8,700	700	12 mos.	3-1-54
Henry Piro, Football Assistant Coach	6,300	7,500	1,200	12 mos.	3-1-54
Leonard Raffensperger, Assistant Professor and Adviser	6,500	7,250	750	12 mos.	7-1-54
Archie Kodros, Football Assistant Coach	6,700	7,500	800	12 mos.	3-1-54
Dave McCuskey, Wrestling Coach	6,200	6,600	400	9 mos.	9-1-54
Donald D. Klotz, Tennis Coach	5,300	5,650	350	9 mos.	9-1-54
Norman Holzaepfel, Gymnastics Coach	5,000	5,500	500	9 mos.	9-1-54
R. L. Flora, Football Assistant Coach	8,200	8,700	500	12 mos.	3-1-54
Robert Allen, Swimming Assistant Coach	5,000	5,600	600	9 mos.	9-1-54
Francis Graham, Business Manager	7,000	7,250	250	12 mos.	7-1-54
Clifford Heaton, Assistant Ticket Manager	3,200	3,700	500	12 mos.	7-1-54
Doyle Allsup, Trainer	6,000	6,400	400	12 mos.	7-1-54
Arno Buntrock, Assistant Trainer	3,600	4,000	400	9 mos.	9-1-54

\*Half of this increase to be charged to Liberal Arts: Physical Education for Men.

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After considerable discussion Mr. Strawman moved that the salary increases be made as recommended. The motion was seconded by Mr. Hagemann and passed.

DENTAL SERVICE - HOSPITAL SCHOOL FOR SEVERELY HANDICAPPED CHILDREN. Upon the recommendation of President Hancher and the Faculty Committee, the Board voted and approved a Dental Service in the Hospital School for Severely Handicapped Children to provide adequate dental care for the patients and instruction to dental students in the dental care of the sick and handicapped pediatric patient as follows:

1. The administrative official of this Dental Service shall be designated as "Supervisor of the Dental Service" and such supervisor shall be the Head of the Department of Pedodontics of the College of Dentistry. The duties of the Supervisor of the Dental Service shall be:
  - (a) direction of the professional duties of all personnel assigned to the Dental Service,
  - (b) determination of the material needs of the Dental Service, and direction of their procurement and utilization,
  - (c) establishment of dental treatment policy consistent with the policies of the Iowa Hospital School for Severely Handicapped Children and the University Hospitals.
2. The staff of the Dental Service shall consist of:
  - (a) the Supervisor of the Dental Service,
  - (b) other members of academic rank of the Department of Pedodontics of the College of Dentistry,
  - (c) such other members of the faculty of the College of Dentistry as may be recommended by the Supervisor of the Dental Service and approved by the Dean of the College of Dentistry, and other proper administrative authority.

Each staff member of the Dental Service shall hold academic rank in the Department of Pediatrics of the College of Medicine no lower than the rank which he holds in the College of Dentistry, but such membership in the faculty of the College of Medicine shall terminate upon separation of said member from the staff of the Dental Service.

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3. The operating and maintenance costs of the Hospital School for Severely Handicapped Children Dental Service will be borne by the Hospital School for Severely Handicapped Children. The basic salaries of all staff members of the Dental Service will be paid by the College of Dentistry.
4. Dental hygienists, office assistants, clerks, and other ancillary personnel will be maintained by the Hospital School for Severely Handicapped Children as recommended by the Supervisor of the Dental Service and approved by the Director.
5. The privilege of private practice within the facilities of the Hospital School shall be granted to the members of the staff of the Dental Service of the Iowa Hospital School for Handicapped Children in accordance with similar privileges extended to other members of the Hospital Dental Service. Participation in the private practice compensation plan shall be governed by prevailing regulations relative to the plan, and by any further intra-departmental arrangements agreed upon by the contracting parties and approved by the appropriate authorities.
6. All funds accruing from the private practice conducted within the facilities of the Dental Service of the Hospital School for Severely Handicapped Children shall be collected in the Hospital School Dental Service Fund and handled in the same manner as all University Hospital accounts in the University Hospital business office and the University Business Office. After the agreed commutation fractions and fixed charges have been paid, all excess funds shall be transferred to the Hospital School Dental Service Trust Fund which shall be administered by the College of Dentistry. The unencumbered balance in said Trust Fund on June 30 of each year shall be transferred to the College of Dentistry Central Scientific Fund.

DENTAL SERVICE PLAN - COLLEGE OF DENTISTRY. Upon the recommendation of President Hancher and the Faculty Committee, the Dental Service Plan adopted February 10, 1948, and amended June 27, 1952, was further amended as follows:

1. That the Dental Service Plan be extended to other departments of the College of Dentistry than Dental Surgery and Oral Surgery.
2. That the Dental Service Plan shall include private clinical practice in the Hospital School for Severely Handicapped Children and other state institutions that may make application and be approved by the Board.
3. That members of the staff be compensated at the following levels for basic salaries and maximum income after addition of the commutation fraction that may be earned from private clinical practice:

	<u>Basic Salary</u>	<u>Maximum</u>
Instructors	\$ 6,000	\$12,000
Assistant Professors	6,500	15,000
Associate Professors	7,000	18,000
Professors	7,500	21,000
Professors and Head	8,000	25,000

4. That the following regulations concerning commutation fractions and maximal incomes of staff shall be observed:

- (a) For those participating according to the contract in the implementation agreement of the plan they may receive a minimum commutation fraction of 20% of their basic salary.
- (b) Annually on July 1 the Administrative Faculty of the College of Dentistry will review the achievements and earnings accruing to the Dental Service Fund.
- (c) Upon recommendation of the Administrative Faculty of the College of Dentistry participating members may be permitted an increase in the commutation fraction annually until the following maximum fraction is reached.

Instructors	25% of basic salary
Assistant Professors	50% of basic salary
Associate Professors	75% of basic salary
Professors	100% of basic salary

- (d) Increases in the commutation fraction are not automatic and their application depends in part upon whether or not there are coincidental adjustments in basic salary and funds available for distribution.

1954-1955 BUDGET. President Hancher discussed with the Board the principles and the totals to be considered in preparing the budget of the State University for the year 1954-1955.

COMPLETING THE HOSPITAL SCHOOL AND EQUIPMENT - CHANGE ORDERS. Upon the recommendation of the Building and Business Committee the following change orders to contracts for the project, Completing the Hospital School and Equipment were authorized, subject to approval by the Budget and Financial Control Committee:

Change Order No. 2 to the electrical contract with the Russell Electric Company, covering the addition of the following:

8 outlets in soundproof room	\$ 72.00
Moving of switch, Room 155	6.00
Connection for fan, 1st floor	24.00
New elevator feed	<u>363.00</u>

At an addition to the contract price of \$465.00

Change Order No. 2 to the contract with Carstens Brothers for plumbing and heating, covering extra valves for reducing pressure valves, at an addition of \$533.00 to the contract price.

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ADDITION TO IOWA MEMORIAL UNION, UNIT 3 - CHANGE ORDER. Upon the recommendation of the Building and Business Committee, authority was granted to issue Change Order No. 1 to the contract with the Cedar Rapids Electrical Company, contractor for the electrical work in the Addition to Iowa Memorial Union, Unit 3, covering the installation of telephone service conduit and cabinets as required by the Telephone Company at an addition of \$445.00 to the contract price.

IOWA MEMORIAL UNION - PRELIMINARY SERVICES - CHANGE ORDER. Upon the recommendation of the Building and Business Committee, authority was granted to execute Change Order No. 2 to the contract with Carstens Brothers, Ackley, Iowa, for the construction of Preliminary Services to the Iowa Memorial Union, covering the following:

Revision of sewer installations	\$ 954.00
Revision of steam services	1,710.00

at an addition of \$2,664.00 to the contract price.

STEAM DISTRIBUTION AND REPLACEMENTS - RIVER TUNNEL PIPE WORK. At the meeting held on December 11, 1953, the Board adopted a resolution determining that the "Installation of new steam mains in the tunnel from the Power Plant to the Library, at an estimated cost of \$95,000.00" is for the best interests of the state, and requesting that the Budget and Financial Control Committee be requested to approve the project, the designation of the architect, and to authorize the preparation of plans and specifications; and on January 21, 1954, the Budget and Financial Control Committee approved the requests.

The Building and Business Committee reported that the estimated cost of the River Tunnel Pipe Work, formerly designated as installation of new steam mains in the tunnel from the Power Plant to the Library, had been reduced to \$40,000

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and recommended that the final plans and specifications be approved and authority granted to publish the necessary notice of public hearing and to advertise for bids, subject to approval by the Budget and Financial Control Committee. On motion, the recommendation was adopted.

STEAM DISTRIBUTION AND REPLACEMENTS - MECHANICAL ENGINEERING TUNNEL REPAIRS.

At the meeting held on December 11, 1953, the Board adopted a resolution determining that the "Rebuilding of the steam distribution center in the Mechanical Engineering Laboratory, estimated cost \$55,000.00" is for the best interests of the state, and requesting that the Budget and Financial Control Committee be requested to approve the project, the designation of the architect, and to authorize the preparation of plans and specifications; and on January 21, 1954, the Budget and Financial Control Committee approved the requests.

The Building and Business Committee reported that the estimated cost of the Mechanical Engineering Tunnel Repairs, formerly designated as the rebuilding of the steam distribution center in the Mechanical Engineering Laboratory, had been increased to \$60,000.00 and recommended that the final plans and specifications be approved and authority granted to publish the necessary notice of public hearing and to advertise for bids, subject to approval by the Budget and Financial Control Committee. On motion, the recommendation was adopted.

BOILER GENERATOR - REMOVAL OF EXISTING BOILER NO. 6. Upon the recommendation of the Building and Business Committee, the final plans and specifications for the Removal of Existing Boiler No. 6 were approved and the Secretary of the State Board of Education was authorized to publish the necessary notice of public hearing and to advertise for bids, subject to approval by the Budget and Financial Control Committee.

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CHEMISTRY BUILDING RESTORATION (FIRE DAMAGE) - LABORATORY EQUIPMENT - REPORT.

The Building and Business Committee submitted the following report of George L. Horner, Superintendent of the Division of Planning and Construction, State University of Iowa:

Laboratory Equipment and Associated Devices for the Chemistry Building - Public Hearing. As advertised, a public hearing was held in the office of the Superintendent of the Division of Planning and Construction, Physical Plant Department, State University, Iowa City, Iowa, at 1:30 p.m., March 9, 1954, for the purpose of hearing objections to the plans, specifications, and contract forms for the Laboratory Equipment and Associated Devices for the Chemistry Building. Present at the hearing were Superintendent Horner and members of his staff; and no objections were filed and no objectors appeared.

Laboratory Equipment and Associated Devices for the Chemistry Building - Bids. At 2 p.m., March 9, 1954, with Business Manager Ambrose and Superintendent Horner present, the following bids for the Laboratory Equipment and Associated Devices for the Chemistry Building were publicly opened:

<u>Name of Bidder</u>	<u>Certified Check</u>	<u>Base Bid</u>
E. H. Sheldon Equipment Company, Muskegon, Mich.	Bid Bond	\$96,054.97
Browne-Morse Company, Muskegon, Michigan	\$4,000.00	67,455.00
Hamilton Manufacturing Company, Two Rivers, Mich.	4,250.00	77,921.00

Upon the recommendation of the Building and Business Committee the report of the Superintendent of the Division of Planning and Construction of the State University of Iowa was approved and the action ratified.

CHEMISTRY BUILDING RESTORATION (FIRE DAMAGE) - LABORATORY EQUIPMENT - CONTRACT.

Upon the recommendation of the Building and Business Committee, the contract for the Laboratory Equipment and Associated Devices for the Chemistry Building was awarded to the low bidder, the Browne-Morse Company, Muskegon, Michigan, on the basis of that firm's bid of \$67,455.00, subject to approval by the Budget and Financial Control Committee, and the Secretary of the State Board of Education was authorized to sign the contract when a satisfactory performance bond has been filed. (Payment is to be made from funds allocated from the General Contingent Fund by the Budget and Financial Control Committee.)

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QUADRANGLE DORMITORY - PETITION. President Hancher discussed a Petition of Grievance that had been filed by the Quadrangle Association about poor lighting, the lack of recreational facilities, and odors from the kitchen, and stated that arrangements were being made for him to meet with representatives of the Association.

President Hancher stated that the Quadrangle, which was opened in 1918, is of frame interior construction and is in need of major remodeling, repair and fire proofing, and that it is proposed that this work be started in June of 1954 and be done in units of work during the summer months, thus maintaining full capacity during the academic years. (See January, 1954, Proposed Building Program, Dormitory and Dining Services.)

QUADRANGLE DORMITORY - KITCHEN ALTERATIONS. Upon the recommendation of the Building and Business Committee a project for altering the kitchens of the Quadrangle was approved, with the understanding that the work will be done during the summer of 1954 at an estimated cost of \$72,000, payment to be made from Dormitory Repair Funds.

QUADRANGLE DORMITORY - MODERNIZING - ARCHITECT. Upon the recommendation of the Building and Business Committee, authority was granted to negotiate for the services of an associate architect to prepare plans and specifications for modernizing the Quadrangle Dormitory on a unit basis.

BOARD IN CONTROL OF ATHLETICS - PROPOSED PROGRAM OF IMPROVEMENTS. Upon the recommendation of the Building and Business Committee, consideration of the two-year program of improvements proposed by the Board in Control of Athletics was deferred until the next meeting.



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MEDICAL RESEARCH CENTER - SITE - UTILITY IMPROVEMENTS. The Building and Business Committee submitted the following resolution:

WHEREAS, the 55th General Assembly made appropriations for Steam Distribution and Replacements, \$255,000.00, and for Sewers, \$35,000.00, at the State University of Iowa; and

WHEREAS, a part of the appropriation act, Section 3 of Chapter 7, 55th G.A., provides that before any of the funds appropriated shall be expended it shall be determined by the State Board of Education with the approval of the joint legislative Budget and Financial Control Committee that the expenditure shall be for the best interests of the state; now, therefore,

BE IT RESOLVED:

1. That improvements required at the site of the Medical Research Center are for the best interests of the state, the improvements to consist of the re-routing and reorganizing of all utility installations, including steam, electricity, water mains, storm and sanitary sewers, telephone, gas and compressed air at an estimated cost of \$240,000.00, to be paid from funds as follows:

55th G.A. appropriation for Steam Distribution and Replacements	\$155,000.00
55th G.A. appropriation for Sewers	35,000.00
1954-1955 appropriation for Repairs, Replacements & Alterations	50,000.00

2. That the Division of Planning and Construction of the Physical Plant Department of the State University of Iowa be designated as architect for the project.

3. That the Budget and Financial Control Committee be requested to approve the project and the designation of the Division of Planning and Construction as architect, with authority to proceed with the preparation of plans and specifications and to advertise for bids.

Mr. Hagemann moved that the resolution be adopted. The motion was seconded and passed.

APPROPRIATIONS FOR CAPITAL IMPROVEMENTS - SUMMARY OF EXPENDITURES. For the information of the Board, Business Manager Ambrose submitted a final summary of the expenditures of funds for capital improvements appropriated by the 49th, 51st, 52nd, and 53rd General Assemblies.

NEW WOMEN'S DORMITORY - ARCHITECT. The Building and Business Committee reported that the State University had received proposals from architects for

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architectural services for the New Women's Dormitory as follows:

<u>Name of Architect</u>	<u>Basic Fee</u>	<u>Fee for Air Conditioning</u>
Wm. Beuttler, Sioux City, Iowa	5%	Add 1%
Tinsley, Higgins, Lighter & Lyon, Des Moines, Iowa	4%	Add 2%
Smith, Voorhees, Jensen & Silletto, Des Moines, Iowa	4%	Add 2½%
Morgan-Gelatt & Associates, Burlington, Iowa	3.2%	Add 2%
Woodburn & O'Neil, Des Moines, Iowa	3.5%	Add 2%
Durrant & Bergquist, Dubuque, Iowa	4.2%	-
Charles Altfillisch, Decorah, Iowa*	3.25%*	Add 1%*

\*If the Division of Planning and Construction does design and layout of plumbing, heating, ventilation, and electrical, and specifications, Altfillisch to do drafting and typing, deduct 1/2% from basic fee, or 2.75% for job including air conditioning.

Upon the recommendation of the Building and Business Committee, the contract for architectural services for the New Women's Dormitory was awarded to Charles Altfillisch, Decorah, Iowa, on the basis of his bid of a basic fee of 2.75% for the job, including air conditioning, with the understanding that the Division of Planning and Construction will do the design and layout and specifications for plumbing, heating, ventilation and electrical work, with Mr. Altfillisch to do the drafting and typing, and the Secretary of the State Board of Education was authorized to execute a contract

DEPOSIT OF SECURITIES - FEDERAL RESERVE BANK OF CHICAGO. The following resolution was submitted:

RESOLVED, that the Treasurer of the State University of Iowa utilize the services of Federal Reserve Bank of Chicago for the safekeeping of United States Government securities owned by the State University of Iowa or by any of its agencies or departments, upon terms and conditions prescribed by said bank.

RESOLVED, that such securities deposited for safekeeping with Federal Reserve Bank of Chicago may be released from safekeeping, delivered, sold, redeemed, exchanged, or otherwise disposed of upon instructions signed by:

Treasurer of the State University of Iowa; and  
Any two of the three members of the Finance Committee of the  
State Board of Education.

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RESOLVED, that the Secretary of the State Board of Education of the State of Iowa, the governing body of the State University of Iowa, forward a certified copy of this resolution to Federal Reserve Bank of Chicago together with a certificate attesting to the names and signatures of the present incumbents of the offices described above; and that the Secretary of the State Board of Education of the State of Iowa further certify to the bank from time to time the signatures of any successors in office of any of the present incumbents.

RESOLVED, that Federal Reserve Bank of Chicago shall be fully discharged from all liabilities or responsibility for any action carried out in accordance with this resolution and it shall be entitled to rely on this resolution until it receives express written notice to the contrary in the form of a certified copy of a subsequently enacted resolution.

RESOLVED, that this resolution shall supersede and cancel all previous resolutions relating to the safekeeping of securities belonging to the State University of Iowa at Federal Reserve Bank of Chicago.

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

MEMORIAL UNION BUILDING - BOWLING ALLEYS. The Building and Business Committee recommended that Bowling Alleys be constructed in the Memorial Union Building at an estimated cost of \$70,000.00, to be paid from the Memorial Union Building Fund, that the plans and specifications be approved, and that authority be granted to publish the necessary notice of public hearing and to advertise for bids. On motion, the recommendation of the Building and Business Committee was adopted.

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STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on March 19, 1954:

UTILITY IMPROVEMENTS - SEWAGE AND WATER SYSTEM IMPROVEMENTS - CHANGE ORDER.

Upon the recommendation of the Building and Business Committee, authority was granted to issue Change Order No. 4 to the contract with L. C. Luethye, Inc., for the Sewage and Water System Improvements, covering an adjustment in the quantities of 8" water main at a deduction of \$79.76, and moving a water hydrant at an addition of \$79.76, making no change in the total contract price.

UTILITY IMPROVEMENTS - SEWAGE AND WATER SYSTEM IMPROVEMENTS - ACCEPTANCE. The Building and Business Committee reported that on February 24, 1954, Albert Betz, Physical Plant Superintendent for the State Sanatorium, Wendell Davenport, Engineer for the Stanley Engineering Company, and L. C. Luethye for the Contractor, inspected the Sewage and Water System Improvements and found that the contractor, L. C. Luethye, Inc., had completed the work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee, the Sewage and Water System Improvements, Utility Improvements, were accepted from L. C. Luethye, Inc., as of this date, March 19, 1954, and payment of the final estimate in accordance with Chapter 573, 1950 Code of Iowa, was authorized.

PURCHASE OF LAND. Mr. Gernetzky reported that on March 1, 1954, the Executive Council of Iowa approved the action taken by the State Board of Education on February 12, 1954, authorizing the purchase of a 70-acre tract of land at a price of \$14,000.00.

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TRANSFER OF FUNDS. Upon the recommendation of the Building and Business Committee, the Finance Committee was authorized to request the Governor and the State Comptroller to transfer \$30,000 from the appropriation for Salaries, Support, Maintenance and Miscellaneous for the State Sanatorium to the fund for Repairs, Replacements, Alterations and Equipment, State Sanatorium.

ELEVATED WATER STORAGE TANK - FOUNDATIONS FOR TOWER. At the meeting held on December 11, 1953, the State Board of Education rejected the bids that were received on November 25, 1953, for the construction of foundations for the tower for the Elevated Water Storage Tank.

Upon the recommendation of the Building and Business Committee, the proposal of the Division of Planning and Construction of the Physical Plant Department of the State University to do the following was accepted:

1. "Lay out" the work for the Water Storage Tank Foundation and assume engineer's responsibility for accuracy.
2. Negotiate to the best advantage with firms for a contract for excavation, back fill, and placing the mat.
3. Negotiate to the best advantage another contract to place piers and other structures.

COMPLETION OF SECOND FLOOR AND BASEMENT OF ADDITION TO BUILDING 52, PATIENTS' WING - CHANGE ORDER. Upon the recommendation of the Building and Business Committee, authority was granted to issue Change Order #1 to the contract with Ringland-Johnson Construction Company for the general construction of the Completion of the Second Floor and Basement of the Addition to Building 52, Patients' Wing, covering changes in elevator equipment at no change in the contract price.

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IOWA STATE COLLEGE

The following business relating to the Iowa State College was transacted on March 18, 1954:

WOI-TV - NETWORK CONTRACT. Upon the recommendation of the Building and Business Committee the Iowa State College was authorized to execute an extension of the contract with the American Broadcasting Company for network programs, the extension to be for one year and contain a 90-day cancellation clause.

March 19, 1954

The following business relating to the Iowa State College was transacted on March 19, 1954:

RESIGNATIONS. Upon the recommendation of President Hilton and the Faculty Committee the following resignations were accepted:

J. T. Miles, assistant professor of Animal Husbandry (Dairy Husbandry), effective April 7, 1954, to accept a position at Mississippi State College.

James E. McDonald, assistant professor of Physics, effective March 31, 1954, to accept a position at the University of Wisconsin.

Saul Altshuler, associate in Physics, effective April 23, 1954.

Albert R. Griffith, county extension director, Cherokee County, Agricultural Extension Service, effective as of March 15, 1954, to enter private business.

Milford N. Reed, county extension director, Floyd County, Agricultural Extension Service, effective as of February 20, 1954, to accept a position as extension agent with the Oregon State College.

Stanley R. Stover, county extension director, Poweshiek County, Agricultural Extension Service, effective as of March 15, 1954, to accept a position with Business Machines, Inc., Marshalltown, Iowa.

Howard F. Vint, county extension director, Marshall County, Agricultural Extension Service, effective as of February 28, 1954, to accept a position with the Marshalltown Times Republican and Radio Station KFJB.

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Paul D. Peterson, county extension director, Ida County, Agricultural Extension Service, effective March 31, 1954, to start farming for himself.

LEAVES OF ABSENCE. Upon the recommendation of President Hilton and the Faculty Committee the following leaves of absence without salary were granted:

Bernard Vinograde, associate professor of Mathematics, for the period June 15, 1954, through June 30, 1954, to do field work for Air Force Operations Analysis project now under the sponsorship of the Department of Physics.

George H. Bowen, assistant professor of Physics, for the period February 1, 1954, through February 28, 1954, due to his inability to complete work at Oak Ridge Laboratory before March 1, 1954.

C. Y. Cannon, professor of Animal Husbandry (Dairy Husbandry) for the period July 1, 1954, through March 31, 1955, to continue an appointment with the United States Office of Foreign Agricultural Relations in Lebanon.

TRANSFERS AND SALARY INCREASES. Upon the recommendation of President Hilton and the Faculty Committee the following transfers and salary increases were made:

Charles O. Donhowe, from farm management fieldman, Agricultural Extension Service, at a salary of \$5,400.00 (\$2,700 Extension; \$2,700 Ass'ns direct), twelve months' basis (Civil Service), to assistant county extension director, County Agricultural Program, Agricultural Extension Service, at a salary of \$5,700.00 a year, twelve months' basis (Civil Service), effective as of March 1, 1954.

Jean L. Laffoon, assistant professor of Zoology and Entomology, salary increased from \$4,900.00 a year, twelve months' basis, plus annuity, to \$5,200.00 a year, twelve months' basis, plus annuity, effective as of March 1, 1954.

APPOINTMENT. Upon the recommendation of President Hilton and the Faculty Committee, Leslie E. Johnson was appointed professor of Animal Husbandry and head of the Department, at a salary of \$9,600 (\$7,680 Agriculture; \$960 AES; \$960 Ext.), twelve months' basis, plus annuity, effective July 1, 1954.  
(Professor Shearer will retire as head of the Department.)

BUDGET FOR 1954-1955. President Hilton submitted summaries of the proposed budget for the year 1954-1955, and they were considered with action being deferred until the next meeting.

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GIFT - ALUMNI OF FORESTRY DEPARTMENT. President Hilton and the Building and Business Committee recommended acceptance of a gift by the alumni of the Forestry Department of seven acres of woodland located about three miles northeast of the campus, to be designated "The MacDonald Forest" in memory of Professor G. B. MacDonald, former head of the Department. (The legal description of the land will be submitted later.)

It was moved that the gift of woodland described in the foregoing paragraph be accepted, subject to approval by the Executive Council of Iowa. The motion was seconded and on roll call the vote was as follows:

Aye: Mrs. Archie, Mr. Fredricksen, Mr. Hagemann, Mr. Hamilton, Mr. Stevens, and Mr. Strawman.

Nay: None.

Absent: Mrs. Brooks, Mr. Plock, and Mr. Rider.

The chairman declared the motion passed.

FRILEY-HUGHES DORMITORY ADDITION - FOOD SERVICE EQUIPMENT. The Building and Business Committee submitted the following report:

The following persons met in Beardshear Hall, Iowa State College, Ames, Iowa, at 2:00 p.m., Tuesday, March 16, 1954:

President Hilton, Business Manager Platt, Superintendent Schaefer, Professor Schilletter, Purchasing Agent Sauvain, Engineer Schworm and Designing Engineer Nichols, all of Iowa State College; and Mr. Gernetzky, Mr. Walsh and Mr. Dancer, members of the Finance Committee.

The following business pertaining to Iowa State College was transacted:

Friley-Hughes Dormitory Addition - Food Service Equipment - Public Hearing. Mr. Schaefer reported that at 1:00 p.m. a public hearing was held as advertised, for the purpose of hearing objections to the plans, specifications, and contract form for Food Service Equipment for Friley-Hughes Dormitory Addition; that present at the hearing were Mr. Schaefer and Mr. Schilletter; and that no objections were filed and no objectors appeared.

Friley-Hughes Dormitory Addition - Food Service Equipment - Bids. At 2:00 p.m. the following bids for Food Service Equipment for the Friley-Hughes Dormitory Addition were opened and read:



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<u>Bidder</u>	<u>Bid Check</u>	<u>Division I Kitchen Equip.</u>	<u>Division II Walk-in Coolers</u>
Swain and Myers Decatur, Illinois	\$7,200.00	\$142,026.30	
York Products, Inc. Des Moines, Iowa	1,095.00		\$21,883.00
Herrick Refrigerator Co. Waterloo, Iowa	1,000.00		19,626.00
Southern Equipment Co. St. Louis, Missouri	6,250.00	120,241.97	
John Van Range Co. Cincinnati, Ohio	7,728.00	154,556.70	

All the bids were turned over to officials of the College for analysis and recommendation as to award of contract. The bid checks were turned over to Mr. Platt.

On motion, the report was approved and the actions ratified.

FRILEY-HUGHES DORMITORY ADDITION - FOOD SERVICE EQUIPMENT - CONTRACT. Upon the recommendation of the Building and Business Committee, the contracts for Food Service Equipment for the Friley-Hughes Dormitory Addition were awarded to the low bidders, as follows, and the secretary of the State Board of Education was authorized to sign the contracts when satisfactory surety bonds have been filed:

Division I, Kitchen Equipment, to the Southern Equipment Company,  
St. Louis, Missouri, on the basis of that firm's bid of \$120,241.97

Division II, Walk-in Coolers, to the Herrick Refrigerator Company,  
Waterloo, Iowa, on the basis of that firm's bid of 19,626.00

FRILEY-HUGHES DORMITORY ADDITION - FOOD SERVICE EQUIPMENT - KITCHEN EQUIPMENT - CHANGE ORDER. Upon the recommendation of the Building and Business Committee, authority was granted to issue Change Order No. 1 to the contract with the Southern Equipment Company for Kitchen Equipment for the Friley-Hughes Dormitory Addition, covering the omission of Items 65 and 72 (replacement of old cafeteria counters) at a deduction of \$10,641.08 from the contract price.

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REPLACEMENT OF TUNNEL PIPING - REPLACEMENT OF HIGH PRESSURE STEAM PIPING,  
NORTH TUNNEL. The Building and Business Committee submitted the following  
report:

The following persons met in Beardshear Hall, Iowa State College, Ames,  
Iowa, at 2:00 p.m., Tuesday, March 16, 1954:

President Hilton, Business Manager Platt, Superintendent Schaefer,  
Professor Schilletter, Purchasing Agent Sauvain, Engineer Schworm and Design-  
ing Engineer Nichols, all of the Iowa State College; and Mr. Gernetzky,  
Mr. Walsh, and Mr. Dancer, members of the Finance Committee.

The following business pertaining to Iowa State College was transacted:

Replacement of Tunnel Piping (Replacement of High Pressure Steam Piping, North  
Tunnel) - Public Hearing. Mr. Schaefer reported that at 1:00 p.m. in Mr.  
Platt's office, a public hearing was held as advertised, for the purpose of  
hearing objections to the plans, specifications, and contract form for  
Replacement of Tunnel Piping (Replacement of High Pressure Steam Piping, North  
Tunnel); that present at the hearing were Mr. Schaefer and Mr. Schilletter;  
and that no objections were filed and no objectors appeared.

Replacement of Tunnel Piping (Replacement of High Pressure Steam Piping,  
North Tunnel) - Bids. At 2:00 p.m. the following bids for Replacement of  
Tunnel Piping (Replacement of High Pressure Steam Piping, North Tunnel) were  
opened and read:

<u>Bidder</u>	<u>Bid Check</u>	<u>Base Bid</u>	<u>Start Constr. Days</u>	<u>Comp. Date</u>
Bishop Welding Service Carlisle, Iowa	\$1,900.00	\$37,905.00	35	7/31/54
Carstens Bros. Ackley, Iowa	2,500.00	45,708.00	10	11/1/54
Ermels Bros. Plbg. & Htg. Webster City, Iowa	2,100.00	41,989.00	10	8/1/54
Fuel Economy Engineering Co. St. Paul, Minn.	3,500.00	64,475.00	10	7/1/54
R. V. Leary Company Des Moines, Iowa	2,500.00	48,574.00	10	9/1/54
Scheid Plumbing & Heating Co. Austin, Minn.	2,200.00	43,257.00	10	90 days

All the bids were turned over to officials of the College for analysis  
and recommendation as to award of contract. The bid checks were turned over  
to Mr. Platt.

On motion, the report was approved and the actions ratified.

REPLACEMENT OF TUNNEL PIPING - REPLACEMENT OF HIGH PRESSURE STEAM PIPING,  
NORTH TUNNEL - CONTRACT. Upon the recommendation of the Building and Business

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Committee the contract for Replacement of High Pressure Steam Piping, North Tunnel (Replacement of Tunnel Piping) was awarded to the low bidder, the Bishop Welding Service, Carlisle, Iowa, on the basis of that firm's bid of \$37,905.00, subject to approval by the Budget and Financial Control Committee; and the secretary of the State Board of Education was authorized to sign a contract when a satisfactory performance bond has been received.

REPLACEMENT OF TUNNEL PIPING - REPLACEMENT OF HIGH PRESSURE STEAM PIPING, NORTH TUNNEL - ALLOCATION OF FUNDS. Upon the recommendation of the Building and Business Committee, the following funds were allocated for the Replacement of High Pressure Steam Piping, North Tunnel, subject to approval by the Budget and Financial Control Committee:

Balance of the appropriation for Replacement of Tunnel Piping (Chapter 7, 55th G.A.)	\$34,400.00
Transfer of balance of the appropriation for Addition to Cooling Tower (Chapter 7, 55th G.A.)	4,045.00

SANITARY INTERCEPTOR SEWER - DAIRY FARM AND SWINE NUTRITION FARM - FUNDS.

Upon the recommendation of the Building and Business Committee authority was granted for a new project, Sanitary Interceptor Sewer - Dairy Farm and Swine Nutrition Farm, combining previously approved projects for replacement of sewage disposal facilities at the Swine Nutrition Farm and additional sewage disposal facilities for the Dairy Cattle Nutrition Barn and Laboratory, at an estimated cost of \$19,000 to be financed as follows:

Appropriation for Dairy Cattle Nutrition Barn and Laboratory (see Board minutes of June 24-26, 1953)	\$ 7,000.00
Appropriation for Repairs, Replacements, Alterations and Equipment	12,000.00

subject to approval by the Budget and Financial Control Committee.

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SANITARY INTERCEPTOR SEWER - DAIRY FARM AND SWINE NUTRITION FARM - PLANS AND SPECIFICATIONS. Upon the recommendation of the Building and Business Committee the plans and specifications prepared by the Physical Plant Department for the Sanitary Interceptor sewer, Dairy Farm and Swine Nutrition Farm, were approved and the Secretary of the State Board of Education was authorized to publish the necessary notice of public hearing and to advertise for bids, subject to approval by the Budget and Financial Control Committee.

JACOB P. ANDERSON BEQUEST. A part of the last Will and Testament of Jacob P. Anderson, deceased, Ames, Iowa, is as follows:

"6. I give and bequeath to the State of Iowa for the perpetual use and benefit of the Botany Department of the Iowa State College, my collection of arctic and boreal plants, the same to be hereafter known as 'The Anderson Collection of Arctic and Boreal Plants'.

"7. All of the rest and residue of my estate of whatever the same may consist or wherever the same may be found, I give, devise, and bequeath to the State of Iowa to be held in trust for the use and benefit of the Botany Department of the Iowa State College. It is my will that the assets and income from this trust be used for the purposes of defraying the expense of caring for, developing, enlarging and perpetuating the above-named 'Anderson Collection of Arctic and Boreal Plants'. I suggest that until such time as all of the trust funds are expended for the purposes above-named, the trust be supervised by a committee of five individuals, three of whom shall be appointed by the President of the Iowa State College from the members of the staff of the Botany Department of said college and the other two members shall be the Treasurer and Business Manager of the Iowa State College. The members appointed by the President and approved by the State Board of Education shall hold office until such time as the President of the said college shall desire to replace him or her by the appointment of a successor and the term of any such members shall automatically expire when such member ceases to be a member of the staff of the Botany Department of said college. In the event of such a vacancy, a new member shall be appointed by the President of said college from said staff. It will be the function of this committee to make such plans and recommendations as will be necessary to carry out the above-named purposes.

"Lastly, I nominate and appoint the Union Story Trust and Savings Bank of Ames, Iowa, executor of this, my last will and testament.

"February 18, 1946."

President Hilton reported that on February 18, 1954, the Finance Committee authorized B. H. Platt, Business Manager, to accept from the Union Story Trust and Savings Bank, Executor of the estate of Jacob P. Anderson, the following

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in full settlement of the bequest made by Jacob P. Anderson to the State of Iowa for the use and benefit of the Botany Department of the Iowa State College:

Probate Deed for property described as Lot 20, Block 2, in George and Littles Subdivision to Ames, Iowa;

Contract of Sale on above described property to L. A. Routh, with unpaid balance as of February 1, 1954, of \$4,118.59;

Insurance policy on the above described property in the amount of \$6,000, expiring March 1, 1954;

Check in the amount of \$7,585.73 made payable to the "State of Iowa for the use and benefit of the Botany Department of Iowa State College", being the residue of the estate;

Check in the amount of \$100 made payable to the "State of Iowa for the use and benefit of the Botany Department of Iowa State College", covering payments on the Contract of Sale with L. A. Routh, due January 1 and February 1, 1954;

Check from the State of Iowa for OASI refund, \$7.83;

Collection of Arctic and Boreal Plants;

and that the following persons had been appointed members of the Committee to supervise the trust, in accordance with the terms of the bequest:

W. H. Bragonier, professor and head of the Botany Department;  
Duane Isely, associate professor, Botany Department;  
Richard W. Pohl, associate professor, Botany Department;  
B. H. Platt, business manager, Iowa State College;  
J. F. Hall, treasurer, Iowa State College.

It was moved that the action of the Finance Committee authorizing acceptance of the bequest of Jacob P. Anderson be ratified, and that the Committee appointed by President Hilton to supervise the trust be approved. The motion was seconded and on roll call the vote was as follows:

Aye: Mrs. Archie, Mr. Fredricksen, Mr. Hagemann, Mr. Hamilton,  
Mr. Stevens, and Mr. Strawman.

Nay: None.

Absent: Mrs. Brooks, Mr. Plock, and Mr. Rider.

The chairman declared the motion passed.

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REPLACEMENT OF TRANSFORMERS AT VARIOUS LOCATIONS - CHEMISTRY BUILDING. The following resolution was submitted:

WHEREAS, the 55th General Assembly made an appropriation for the Replacement of Transformers at Various Locations at the Iowa State College; and

WHEREAS, a part of the appropriation act, Section 3 of Chapter 7, 55th G. A., provides that before any of the funds appropriated shall be expended it shall be determined by the State Board of Education with the approval of the Budget and Financial Control Committee that the expenditure shall be for the best interests of the state; now, therefore,

BE IT RESOLVED:

1. That the expenditure of the appropriation of \$25,000 for the replacement of transformers at the Chemistry Building, including relocation, wiring necessary to convert to 4160V, 4-wire system, protective equipment and main circuit wiring, is for the best interests of the state.

2. That the Physical Plant Department of the Iowa State College be authorized to prepare the plans and specifications.

3. That the Budget and Financial Control Committee be requested to approve the project, to allocate funds, and authorize the preparation of plans and specifications by the Physical Plant Department of the Iowa State College.

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

CONTINUATION OF PROGRAM OF REPLACEMENT OF CABLES AND INSTALLATIONS IN NEW CONDUIT SYSTEMS. The following resolution was submitted:

WHEREAS, the 55th General Assembly made an appropriation for Continuation of the Program of Replacement of Cables and Installations in New Conduit Systems; and,

WHEREAS, a part of the appropriation act, Section 3 of Chapter 7, 55th G.A., provides that before any of the funds appropriated shall be expended it shall be determined by the State Board of Education with the approval of the Budget and Financial Control Committee that the expenditure shall be for the best interests of the state; now, therefore,

BE IT RESOLVED:

1. That the expenditure of \$17,400 of the appropriation for Continuation of the Replacement of Cables and Installations in New Conduit Systems, as follows, is for the best interest of the state:

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Work necessary to adapt the following buildings to new 4160V, 4-wire system:

Steam and Gas Laboratory	\$ 3,000
Dairy Industry Building	3,400
Horticulture, Botany, and Greenhouses	1,500
Home Economics	<u>9,500</u>
Total	\$17,400

2. That the Physical Plant Department of the Iowa State College be authorized to prepare plans and specifications.

3. That the Budget and Financial Control Committee be requested to approve the project, to allocate funds, and authorize the preparation of plans and specifications by the Physical Plant Department of the Iowa State College.

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

WOI-TV - TAXABILITY OF INCOME - REPORT. President Hilton submitted a summarized report of the evidence presented on March 1, 1954, by Leo A. Hoegh, Attorney General of Iowa, to R. C. Dunlap, Chief of the Exempt Organizations Branch of the Internal Revenue Department, Washington, D. C., in support of the claim that WOI is an integral part, by necessity and by law, of the educational program of Iowa State College.

DORMITORY FINANCING - AMENDMENT TO SUPPLEMENTAL LOAN AGREEMENT. Mr. Fredricksen moved that the following Amendment to Supplemental Loan Agreement be approved and the Secretary authorized to sign:

WHEREAS the parties hereto made a certain written Loan Agreement dated as of the 1st day of September, 1949, providing for the refunding and financing of certain dormitory indebtedness at the State University of Iowa at Iowa City, Iowa State College at Ames, and Iowa State Teachers College at Cedar Falls, which agreement was amended by written amendment dated May 9, 1951, and supplemented by a Supplemental Loan Agreement dated as of September 10, 1953; and

WHEREAS under the Supplemental Loan Agreement the Board proposed to borrow from Bankers Life Company and Bankers Life Company agreed to lend to the Board, for an addition to Friley-Hughes Dormitory at Iowa State College at Ames, Iowa, \$1,165,000.00; and

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WHEREAS, with the consent of Bankers Life Company and the other lenders the Board now proposes to borrow for the addition to said Friley-Hughes Dormitory from Bankers Life Company only the total sum of \$1,015,000.00 and to borrow from Iowa-Des Moines National Bank of Des Moines, Iowa, \$100,000.00 and from Merchants National Bank of Cedar Rapids, Iowa, \$50,000.00 on terms and conditions hereinafter stated;

NOW, THEREFORE, it is mutually agreed by the parties hereto that said Supplemental Loan Agreement shall be and hereby is amended as follows:

1. The authorized borrowing from Bankers Life Company for an addition to Friley-Hughes Dormitory at Iowa State College at Ames, Iowa, expressed therein as \$1,165,000.00 is amended to \$1,015,000.00.

2. The paragraph of the said Supplemental Loan Agreement which is captioned "Issuance of Notes" is amended by adding at the end thereof the following:

"Iowa-Des Moines National Bank agrees for itself and not for the other lenders to lend to the Board, and the Board agrees to borrow from Iowa-Des Moines National Bank, \$100,000.00, and Merchants National Bank agrees for itself and not for the other lenders to lend to the Board, and the Board agrees to borrow from Merchants National Bank, \$50,000.00 for the Friley-Hughes Dormitory addition at Iowa State College. Said loans are to be made against delivery to Iowa-Des Moines National Bank and Merchants National Bank by the Board of its promissory notes payable to the order of the respective lender, bearing interest from date at the rate of two and three-quarters per cent (2-3/4%) per annum before maturity, payable semi-annually on the first days of January and July in each year, commencing with the January 1 or July 1 next succeeding the date of the note and each note maturing on June 30, 1957. Past due principal and interest under each said note to the banks shall bear interest at seven per cent (7%) per annum and each said note shall bear a notation that it is issued under Iowa Code of 1950, Chapter 262 (formerly Iowa Code of 1946, Chapter 262), and be substantially in the form of the specimen blank note annexed hereto as Exhibit "A" with appropriate insertions of dates, amounts, installment maturities and signature. The loan proceeds may be taken down by the Board as needed and interest thereon will commence from the date of said advances."

Except as herein modified, said Supplemental Loan Agreement between the parties hereto dated as of September 10, 1953, and hereinabove referred to, is hereby ratified, approved and confirmed.

IN WITNESS WHEREOF the parties hereto have caused this Amendment to Supplemental Loan Agreement to be executed in five identical parts, each of which is an original, all as of the \_\_\_\_ day of \_\_\_\_\_, 195\_\_.

The motion was seconded by Mr. Hagemann and passed.

NORTHWESTERN BELL TELEPHONE COMPANY- MASTER AGREEMENT - JOINT USE OF POLES.

Business Manager Platt submitted a master agreement with the Northwestern Bell



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Telephone Company dated January 1, 1954, for the joint use of poles on Iowa State College property in Ames, Iowa, and vicinity with provision for determination by mutual agreement, from time to time, the specific poles to be used jointly and the rental to be paid; and, upon the recommendation of the Building and Business Committee the agreement was approved and the Secretary of the State Board of Education was authorized to sign it.

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	Budget <u>1953-1954</u>	Estimated Operation <u>1953-1954</u>	Proposed Budget <u>1954-1955</u>
<b>Expenditures:</b>			
Administration - Salaries	\$ 182,305	\$ 180,395	\$ 184,105
Administration - Other expense	30,000	28,750	29,750
General Admin. expense - Salaries	117,676	107,969	105,863
General Admin. expense - Other expense	75,500	73,825	74,400
Instruction - Salaries	1,620,646	1,562,327	1,619,274
Instruction - Other expense	106,961	99,398	104,961
Organized Research - Salaries	28,415	28,699	24,655
Organized Research - Other expense	7,574	5,000	7,574
Extension Service - Salaries	79,046	91,910	85,646
Extension Service - Other Expense	34,700	34,700	35,221
Library - Salaries	41,484	40,400	46,904
Library - Other expense	34,000	42,000	39,285
Operation of the Plant - Salaries	310,715	304,188	320,375
Operation of the Plant - Other expense	169,800	153,650	156,950
Contingency Fund	<u>20,928</u>	<u>          </u>	<u>24,787</u>
Total Expenditures	<u>\$2,859,750</u>	<u>\$2,753,211</u>	<u>\$2,859,750</u>
Estimated Net Income and Saving		<u>\$ 116,539</u>	

\*Based on estimated enrollment for 1954-55 as follows:

(2150 less 750) or 1,400 x 3 x \$29	\$121,800
Summer 1,000 x \$29	<u>29,000</u>
	\$150,800

On motion, President Maucker was authorized to proceed with the preparation of the budget of the Iowa State Teachers College for the year 1954-1955 within the totals outlined in the foregoing summary.

STORAGE COAL. Upon the recommendation of the Building and Business Committee, authority was granted to advertise for bids on 1,000 tons of storage coal for the Iowa State Teachers College.

COMPLETION AND PAYMENT AND EQUIPPING CAMPUS LABORATORY SCHOOL, UNIT A - AUDITORIUM STAGE CURTAINS AND EQUIPMENT. Upon the recommendation of the Building and Business Committee an additional \$200.00 was allocated for Stage Equipment from the appropriation made by the 55th General Assembly for Completion and payment and Equipping Campus Laboratory School, Unit A; and

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authority was granted to purchase stage rigging and lighting equipment for the auditorium in the amount of \$3,280, subject to approval by the Budget and Financial Control Committee. (An allocation of \$5,000 for this purpose was made by the Board on May 7, 1953; and on December 11, 1953, a contract in the amount of \$1,920 was awarded for stage curtains and accessories for the auditorium and the little theatre in the Campus Laboratory School, Unit A.)

GIFT OF REAL ESTATE - MRS. C. S. CORY. At the meeting of the State Board of Education held on January 15, 1954, it was the consensus that Secretary Dancer should confer with the members of the Executive Council to find if they would approve acceptance of the gift of real estate that Mrs. C. S. Cory, Cedar Falls, Iowa, wishes to give to the Iowa State Teachers College.

Mr. Gernetzky reported that on March 15, 1954, the Executive Council of Iowa approved the request of the State Board of Education, bearing prior approval of the Attorney General's Office, to accept as a gift a tract of land in Chickasaw County, Iowa, from Mrs. Charles S. Cory, Cedar Falls, Iowa.

It was moved that the following described tract of land in Chickasaw County, Iowa, be accepted for the use and benefit of the Iowa State Teachers College from Mrs. Charles S. Cory, Cedar Falls, Iowa, as a memorial to her husband, Charles S. Cory, who served on the staff of the Iowa State Teachers College for many years, provided a marketable title exists in the grantor; that there are no liens existent upon the property; and that there is nothing in the deed that would restrict the State Board of Education from selling the property if and when it became necessary to do so:

NW $\frac{1}{4}$  of the NW $\frac{1}{4}$  of Section 15, Twp. 94 North, Range 13 West. (This is a 40 acre unimproved, wooded tract lying immediately south of county road "B" between Nashua, Iowa, and U.S. Highway 63 and about 5 miles west of the intersection of road "B" and Highway 63.)

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

Aye: Mrs. Archie, Mr. Fredricksen, Mr. Hagemann, Mr. Hamilton,  
Mr. Stevens, and Mr. Strawman.

Nay: None.

Absent: Mrs. Brooks, Mr. Plock, and Mr. Rider.

The chairman declared the motion passed.

BUDGET, 1954 SUMMER SESSION. President Maucker presented the proposed salary schedule for the 1954 Summer Session and, upon the recommendation of the Finance Committee it was approved.

NURSERY SCHOOL. Upon the recommendation of the Building and Business Committee authority was granted to advertise for bids for the old frame building known as the Nursery School.

EDUCATIONAL TOUR FOR SOUTHWESTERN UNITED STATES - LIABILITY INSURANCE. At the meeting held on February 12, 1954, the State Board of Education approved a course, Sociology 5, Educational Tour of Southwestern United States, provided arrangements could be made for sufficient insurance in case of damage or personal injury.

On motion, the recommendation was adopted that policies on the bus to be used for the education tour be secured, as provided by law, and that the students enrolled be provided with a 30-day, \$5,000 accident policy, to be paid for from the fee for the course, with the understanding that an additional \$5,000 accident policy may be purchased and paid for by the student unless he refuses the additional coverage, in which case he is to sign a statement or waiver to that effect.

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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 March 19, 1954:

STEAM DISTRIBUTION HEADER AND BUILDING. The Building and Business Committee submitted the following report:

The following persons met in the Superintendent's Office, Iowa Braille and Sight Saving School, Vinton, Iowa, at 1:00 p.m., Thursday, February 25, 1954:

Mr. Gernetzky, Mr. Walsh and Mr. Dancer, members of the Finance Committee of the State Board of Education; and Superintendent Overbeay of the School.

The following business pertaining to the Iowa Braille and Sight Saving School was transacted:

Steam Distribution Header and Building - Public Hearing. At 1:00 p.m. a public hearing was held as advertised, for the purpose of hearing objections to the plans, specifications and form of contract for the Steam Distribution Header and Building, and no objections were filed and no objectors appeared.

Steam Distribution Header and Building - Bids. At 2:00 p.m. the following bids for the construction of the Steam Distribution Header and Building were opened and read, with Mr. Gernetzky, Mr. Walsh, Mr. Dancer, Mr. Overbeay, and Darrel Abbott of Brown Engineering Company present:

	<u>Carstens Bros.</u> <u>Ackley, Iowa</u>	<u>Winger Constr.</u> <u>Co., Ottumwa,</u> <u>Iowa</u>	<u>Puth-Schultz</u> <u>Co., Inc.</u> <u>Cedar Rapids</u>	<u>Commonwealth</u> <u>Elec. Co.</u> <u>St. Paul, Minn.</u>
Bid Check	\$ 600.00	\$ 700.00	\$ 400.00	\$ 750.00
Bid Price	9,400.00	9,270.00	8,000.00	9,160.00
Completion Time	126 days	150 days	120 days	160 days
Completion Date of All Work	Aug. 31, '54	Aug. 15, '54	July 1, '54	Aug. 15, '54

The bids were turned over to the engineers for evaluation. A recommendation on award of contract will be made to the State Board of Education at the March 18-19 meeting.

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

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STEAM DISTRIBUTION HEADER AND BUILDING - CONTRACT. Upon the recommendation of the Building and Business Committee, the contract for the construction of the Steam Distribution Header and Building was awarded to the low bidder, Puth-Schultz Company, Inc., Cedar Rapids, Iowa, on the basis of that firm's bid of \$8,000.00, subject to approval by the Budget and Financial Control Committee; and the Secretary of the State Board of Education was authorized to sign the contract when a satisfactory surety bond has been filed.

STEAM DISTRIBUTION HEADER AND BUILDING - ALLOCATION OF FUNDS. Upon the recommendation of the Building and Business Committee, authority was granted to request the Budget and Financial Control Committee to allocate \$9,640.00 of the appropriation made by the 55th General Assembly (Chapter 7) for the Steam Distribution Header and Building to cover the following:

Contract with Puth-Schultz Company, Inc.	\$ 8,000.00
Iowa Sales Tax	160.00
Brown Engineering Company, engineering fees (6%)	480.00
Contingencies	<u>1,000.00</u>
	\$ 9,640.00

FARM LEASE. It was moved that the Secretary of the State Board of Education be authorized to execute a lease by and between the State Board of Education for the use and benefit of the Iowa Braille and Sight-Saving School, Landlord, and Ivan D. Anderson, Tenant, covering approximately 30 acres of the School's farm land located in Section 20, Taylor Township, Benton County, Iowa, from March 1, 1954, to February 28, 1955, on a share crop basis. The motion was seconded, and on roll call the vote was as follows:

Aye: Mrs. Archie, Mr. Fredricksen, Mr. Hagemann, Mr. Hamilton,  
Mr. Stevens, and Mr. Strawman.

Nay: None.

Absent: Mrs. Brooks, Mr. Plock, and Mr. Rider.

The chairman declared the motion passed.

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BUDGET FOR 1954-1955. Superintendent Overbeay submitted the proposed budget of the Iowa Braille and Sight-Saving School for the year 1954-1955, and Mr. Gernetzky stated that it had been approved by the Finance Committee.

Mr. Hagemann moved that the budget of the Iowa Braille and Sight-Saving School for the year 1954-1955 be adopted, and that the Finance Committee be authorized to approve minor changes and adjustments during the year. The motion was seconded by Mr. Fredricksen and passed.

HEATING AND POWER PLANT - TURBO-GENERATOR AND AUXILIARIES. Superintendent Overbeay reported that mechanical difficulties were being experienced with the Westinghouse 200 KW Turbo-Generator Unit furnished to the Commonwealth Electric Company, St. Paul, Minnesota, for installation in the Heating and Power Plant; and that arrangements had been made for removing and returning the unit to the Westinghouse Corporation for testing and correcting the mechanical difficulties, contingent upon receipt of a written statement from the Westinghouse Corporation stipulating that the unit will be returned and installed and ready for commercial operation by August 15, 1954.

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

PRE-SCHOOL INSTITUTE. Superintendent Overbeay reported that the annual pre-school institute will be held at the Iowa Braille and Sight-Saving School from May 22, to May 25, 1954.

CENTENNIAL RECOGNITION DAY. Superintendent Overbeay reported that October 15, 1954, has been designated as Centennial Recognition Day, and that Governor William S. Beardsley has accepted an invitation to speak at the Centennial Banquet.

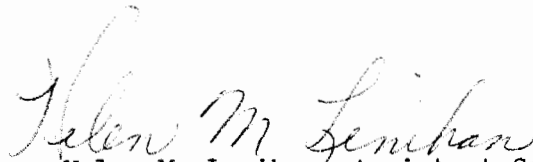
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EMERGENCY COAL. Superintendent Overbeay reported that 158 $\frac{1}{2}$  tons of Fulton County, Illinois, coal had been purchased from the Carbon Mining and Sales Company, Des Moines, Iowa, at a price of \$3.75 a ton, f.o.b. shipping point, for use during the extremely cold weather when the contract coal was badly frozen. On motion, the report was approved and the action ratified.

HEATING AND POWER PLANT IMPROVEMENTS - ELECTRICAL EQUIPMENT AND WIRING - ACCEPTANCE. The Building and Business Committee reported that representatives of the Brown Engineering Company, E. A. Pedersen Company, and the Iowa Braille and Sight-Saving School, on March 2, 1954, had inspected the Electrical Equipment and Wiring, Division III, Heating and Power Plant Improvements, installed by E. A. Pedersen Company, and found that the contractor had completed the work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee, the Electrical Equipment and Wiring, Division III, Heating and Power Plant Improvements, was accepted from the E. A. Pedersen Company as of this date, March 19, 1954, and payment of the final estimate in accordance with the provisions of Chapter 573, 1950 Code of Iowa, was authorized.

ADJOURNMENT. The meeting adjourned at 4 p.m., March 19, 1954.

  
Helen M. Lenihan, Assistant Secretary