

Cedar Falls, Iowa
November 19-20, 1964

The State Board of Regents met at the State College of Iowa, Cedar Falls, Iowa, on November 19-20, 1964.

Present:

Members of the State Board of Regents

Mr. Crabbe	All sessions
Mrs. Lubetkin	No session
Mr. Molison	All sessions
Mr. Noehren	All sessions
Mr. Oberhausen	All sessions
Mr. Redeker	All sessions
Mr. Richards	All sessions
Mrs. Rosenfield	All sessions
Mr. Wolf	All sessions

Members of the Finance Committee

Chairman Gernetzky	All sessions
Secretary Dancer	All sessions
Member Cottrell	All sessions

Office of the State Board of Regents

Secretary to Secretary Lenihan	All sessions
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State University of Iowa

President Bowen	Afternoon, November 20
Vice President Boyd	November 19
Vice President Hardin	All sessions
Vice President Jolliffe	All sessions
Director Strayer	All sessions

Iowa State University

Vice President Parks	All sessions
Assistant Vice President Moore	All sessions
Acting Director Disque	All sessions

State College of Iowa

President Maucker	All sessions
Dean Lang	All sessions
Business Manager Jennings	All sessions
Director Holmes	All sessions

Iowa School for the Deaf

Superintendent Giangreco	November 19
Business Manager Geasland	November 19

State Sanatorium

Superintendent Spear	November 19
Business Manager Wynn	November 19

Iowa Braille and Sight-Saving School

Superintendent Walker	November 19
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The Board met from 11 a.m. to 11:45 a.m., on November 19, 1964, and beginning at 9:15 a.m., November 20, 1964, with President Noehren in the chair and Mr. Dancer secretary of the meeting. The meeting on November 19 was preceded and followed by meetings of the Educational Policy Committee and the Building and Business Committee.

GENERAL OR MISCELLANEOUS

The following business relating to general or miscellaneous matters was transacted on November 19, 1964:

TEACHER TRAINING AGREEMENT - IOWA SCHOOL FOR THE DEAF - THE UNIVERSITY OF IOWA.

Upon the recommendation of the Educational Policy Committee the following agreement was approved and the proper institutional officers were authorized to sign it:

This agreement is entered into this ____ day of _____, 1964, by and between the Iowa School for the Deaf, Council Bluffs, Iowa, and The University of Iowa, Iowa City, Iowa, in consideration of the following terms and conditions, and the performance thereof:

1. The Iowa School for the Deaf agrees to provide laboratory observation and training and course instruction to selected students from the College of Education of The University of Iowa during the culminating year of their preparation for the teaching of the deaf.
2. The students selected shall be enrolled in The University of Iowa, but shall be in attendance at the Iowa School for the Deaf.
3. In payment for said instruction and training, The University of Iowa agrees to remit to the Iowa School for the Deaf sixty per cent (60%) of the tuition charges collected from the students receiving said training while in attendance at the Iowa School for the Deaf.
4. This agreement shall extend through June 8, 1966 and include the 1964-1965 and 1965-1966 academic years. This agreement may be renewed through concurrence by both parties.

November 20, 1964

The following business relating to general or miscellaneous matters was transacted on November 20, 1964:

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STUDY OF FUTURE ROLE OF REGENTS INSTITUTIONS - LEGISLATIVE PROGRAM, STATE BOARD OF PUBLIC INSTRUCTION - LEGISLATIVE PROGRAM, PRIVATE COLLEGES AND UNIVERSITIES OF IOWA. Mr. Richards stated that the Board had before it an instrument outlining three resolutions, the instrument being as follows:

The people of Iowa face an unprecedented crisis in higher education. Opportunity must be provided for greatly increased numbers of young people who want and need education beyond high school. The number of young Iowans seeking higher education will at least double within the next ten or fifteen years. Moreover, to stimulate and sustain the economic progress of the state, as we adjust to ongoing technological changes, a vast expansion of both technical and general higher education will be required.

The problems ahead are new, both in nature and magnitude; they require imaginative solutions. They are on us today; the first of the post-war babies reached college age this very year. The problems rapidly become more acute as the demands and needs for higher education grow.

In view of this situation, the following resolutions are submitted:

Resolution #1. Study of Future Role of Regents Institutions

BE IT RESOLVED:

(1) that the Board of Regents undertake a study relating to the long range future of the institutions under its authority and that the focus of this study be the future role of these institutions as part of the total system of higher education, public and private, in the State of Iowa;

(2) that representatives of the State Board of Regents, State Board of Public Instruction, the junior colleges, the private colleges and universities, the legislature, and the general public, as well as of the institutions under the State Board of Regents, be involved in the planning and/or review of the study;

(3) that the study be directed by a capable person familiar with higher education in Iowa and that all institutions of post-high school education, public and private, be invited to provide data;

(4) that the target date for a preliminary report be September 1, 1965, and for a final report be January 1, 1966;

(5) that the final report be widely disseminated and discussed with leading citizens, educators, legislators, and other public officials throughout the state; and

(6) that the three presidents be responsible for getting the study under way.

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Resolution #2. Legislative Program of State Board of Public Instruction.

Community Colleges and Area Vocational Schools. The Iowa State Board of Regents believes that it is in the best interest of the State of Iowa (and of the three state colleges and universities for whose operations the Regents are responsible) that publicly supported community colleges and area vocational schools be expanded and strengthened in Iowa, and that legislation of the kind now being prepared by the State Board of Public Instruction is an appropriate first step to attain this end.

Hence, the Board of Regents approves in principle those portions of the legislative program of the State Board of Public Instruction that provide for permissive legislation for the development of enlarged districts for area vocational schools and community colleges which meet high standards.

Approval Standards. Further, the Regents believe it is important that the General Assembly restore and clarify the authority of the State Board of Public Instruction to develop and administer approval standards for elementary and secondary schools and restore and clarify the authority of the State Board of Public Instruction and the State Board of Regents to develop and administer approval standards for publicly supported community and junior colleges.

The Regents believe, also, that the State Board of Public Instruction should be given authority it has not previously had to approve commercial, correspondence and other types of schools and courses in the state which are outside the usually accepted college or university category.

Resolution #3. Legislative Program of the Private Colleges and Universities of Iowa.

The State Board of Regents recognizes the significant contribution to higher education made by the private colleges and universities of Iowa. The Association of Private Colleges and Universities has prepared a legislative program intended to strengthen private higher education in Iowa. While the Board is not in a position to endorse this legislative program in detail, it recommends that the members of the General Assembly give careful consideration to this program to the end that the growth and development of the private colleges and universities of Iowa may be facilitated.

Mr. Richards moved adoption of the foregoing instrument, being resolutions #1, #2, and #3, in its entirety. The motion was seconded by Mrs. Rosenfield and passed unanimously.

CORRECTION AND APPROVAL OF MINUTES - MEETING HELD OCTOBER 21-24, 1964. On motion, which was seconded and passed, the minutes of the meeting the State Board of Regents held on October 21-24, 1964, were corrected and approved.

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

State University of Iowa	September 17-18 and October 14, 1964
Iowa State University	September 10 and October 16, 1964
State College of Iowa	September 15 and October 9, 1964
Iowa School for the Deaf	October 7, 1964
Iowa Braille and Sight-Saving School	September 29, 1964
State Sanatorium	September 18, 1964

COMMITTEE ON EDUCATIONAL COORDINATION - FUNCTIONS. Mr. Crabbe stated that the following statement of the Functions of the Committee on Educational Coordination had been approved by the Educational Policy Committee and that the Committee recommended it to the Board for approval:

In January, 1951 the Board of Education (later the Board of Regents) adopted a resolution which read in part, "The State Board of Education hereby authorizes and creates a continuing Interinstitutional Committee to be known as the Committee on Educational Coordination, for the study of such aspects of the relationships of the teaching, research, and service programs of the institutions as may be referred to it by the Board or that may come to its attention from other sources from time to time"

The powers and the duties of the Committee on Educational Coordination were described as follows:

"1. The Committee on Educational Coordination shall report directly to the Board at each regular meeting thereof, and its reports shall, in each case in which Board action is considered desirable, embody its recommendations in form appropriate for such action, or be only factual if so directed by the Board.

"In case of disagreement among the members of the Committee on Educational Coordination, majority and minority reports on recommendations may be submitted to the Board.

"2. In order that the presidents of the three institutions may be fully informed and may register agreement or disagreement with the terms of any report of the Committee at the Board meeting at which the report is to be presented, the Committee shall, not less than ten days prior to the submission of a report to the Board, furnish a copy of the report to the presidents of the three higher institutions. When majority and minority reports are to be submitted to the Board, each president shall be furnished with a copy of both."

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These general statements by the Board would seem to indicate what the general functions of the Committee on Educational Coordination should be. Of course the Committee needs to interpret its role in the light of these general statements. It should like to suggest that in carrying out its responsibilities the Committee is sensitive to the rationale statement adopted by the Board in 1961 and the guidelines laid down therein. This statement declared in part:

"There will obviously be necessary duplication of basic courses in the arts and sciences which underlie the professional fields and advanced graduate study. By the same token, there will continue to be substantial graduate and professional programs centered in one institution, with no duplication whatsoever.

"The Board seeks to maintain three first-rate institutions. Each will serve the state as a whole, and in certain respects the nation and the world in a distinctive manner. In view of the rapid growth of knowledge, the changing standards in the professions, and the evolution of new professional fields and sub-fields, it is difficult to impose future rigid limitations on the development of institutions of high education, but the Board desires to avoid undue competition and unnecessary duplication among the three state institutions"

The Committee has also read with care the description of the three institutions and the roles each is to play as described in the rationale statement mentioned in previous paragraphs.

The Committee, therefore, seeks to keep an open door for suggestions from institutions. The task of the Committee is not conceived in terms of "a referee or arbiter of interinstitutional conflicts and competitions," but it has "the constructive and creative task of encouraging trends that already exist in the institutions by providing channels and facilities for their development." (Strayer Report, page 65)

Further, the Committee is very much aware that the institutions had done considerable thinking about their future growth in 1960 with the aim of being consistent with the institutions' view of themselves. The Committee has assumed that it must take into consideration the directions in which the institutions have projected development in the light of their mandates from the Board of Regents.

By virtue of familiarity with programs at the three institutions and with the Board of Regents rationale statement, the members of the Committee on Educational Coordination are in a unique position to discourage proposals which seem out of harmony with these major emphases and directions. They have sought to make their faculties sensitive to the necessity of presenting a basic justification for a proposal beyond the simple desire "to offer a program." The Committee encourages staff members to think about the direction of the institution's growth in the light of the existing programs in all three institutions. The Committee, however, is also concerned that the institutions discuss, discover, and identify the implications of new areas of knowledge or new relationships between older areas of knowledge for each institution.

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When new proposals are submitted to the Committee on Educational Coordination, it is aware of the very severe screening these proposals must survive at the institutions before they are brought to the attention of the Board. Very frequently there is considerable exchange of correspondence among the institutions when proposals are under consideration so that a clarification concerning emphases of a new program or the impacts of the new programs can be more accurately assessed.

When new programs are proposed, each institution is expected to present to the Committee those factors which have encouraged them to ask for the program, an indication of the requirements of the proposal for new staff and facilities including the library, and the impact that the new program might have on existing programs in the other institutions.

The Committee in the past has acted for the Board in carefully analyzing the technical institutes at Iowa State University. The recommendation that these programs be approved has, it seems to the Committee, been amply justified.

The Interinstitutional Committee on Library Cooperation which is responsible to the Committee on Educational Coordination has been active for several years. The Committee on Cooperation in Extension Work has had a series of meetings and reports to the Committee on Educational Coordination that significant progress is being made in the light of their mandate from the Board.

In summary, then, the Committee views its function as seeking to carry out those responsibilities which were given to the original Committee in 1951, to evaluate suggestions for changes in programs in the light of (1) those presently offered at the institutions, (2) the directions which knowledge is developing in the world at large, and (3) the thinking the institutions have done concerning the directions in which they ought to move in order to best fulfill their responsibilities as institutions of higher education with differing areas of major responsibility.

Mr. Crabbe moved that the foregoing statement of the functions of the Committee on Educational Coordination be approved. The motion was seconded by Mrs. Rosenfield and passed.

FORMAT FOR PRESENTING CATALOG CHANGES. Mr. Crabbe stated that the Committee on Educational Coordination had made the following report to the Educational Policy Committee:

"The Committee would like to call your attention to the format used by the University of Iowa in reporting the catalog changes. It is similar in many ways to the format used for some years by the Iowa State University and the State College of Iowa. As you may recall, this Committee was asked some time ago to

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suggest a more uniform method of reporting catalog changes. The form used by the University of Iowa is a result of the Committee's deliberations and suggestions. Unless we are instructed otherwise, the three institutions will use this same format in the future."

Upon the recommendation of the Committee on Educational Coordination and the Educational Policy Committee the form used by the University of Iowa for presenting the proposed catalog changes for the year 1965 General University Catalog was approved for use by all three state institutions of higher learning, the presentation being divided as follows:

- I. Statement of trends
- II. Summary of courses added, dropped, reinstated and course number, credit, and/or title changes.
- III. New courses
- IV. Courses dropped, reinstated and number, credit and/or title changes.

COMMITTEE ON EDUCATIONAL COORDINATION - REPORT. Dean Lang reported that the Committee on Educational Coordination is working on a report and will bring in a recommendation regarding the federal Water Resources Act; also that it is considering cooperative inter-institutional computer arrangements.

PROPOSED LEGISLATION. The list of legislation that has been proposed was again considered, and it was agreed that the following should be moved up to Group 1, Legislation approved by the Board:

Setting of speed limits by the Board on institutional roads. To allow the Board of Regents to set speed limits on institutional roads under its jurisdiction, and to repeal the present ceiling of 25 miles per hour.

Increase in allocation for construction and maintenance of institutional roads. To increase the amount of road tax funds allocated to the construction and maintenance of all institutional roads. Presently this figure is set by law at \$500,000 for each year of the biennium for all state institutional roads.

Self-liquidating Projects. To amend Chapter 185, 58th G.A., by striking Section 11 which requires approval of projects by the Budget and Financial Control Committee.

Resident Physicians. Classification of resident physicians as students for the purposes of the Iowa Public Employees Retirement System.

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On motion by Mr. Crabbe, which was seconded and passed, the proposed legislation for broadening the investment powers of the State Board of Regents was dropped from the list.

Action on the following was deferred until a later meeting, with the understanding that copies of the proposed bill will be sent to the President of Iowa State University and the President of State College of Iowa for their consideration.

A Bill for an Act to permit University-Local School District Cooperation. To provide a method of lengthening the time from 2 to 15 years in providing instruction for pupils in laboratory schools; and to empower the Board of Regents with authority for issuing bonds for building laboratory schools and a method of payment from sources available to the University, including the tuition fee paid by the school district.

INVESTMENTS. Mr. Gernetzky distributed copies of a report of the investments made by the Finance Committee during the month of October, 1964, and the report was accepted.

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

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

Box No. 7774, containing securities belonging to the Iowa State University of Science and Technology: At least two signatures required, that of S. A. McDowell, Treasurer of the Iowa State University of Science and Technology and of one or all of the members of the Finance Committee - Carl Gernetzky, David A. Dancer, Doyle R. Cottrell.

Box No. 8490, containing bonds pledged by the Iowa-Des Moines National Bank to protect the deposits of the Iowa State University of Science and Technology: At least four signatures required, those of two officers of the Iowa-Des Moines National Bank and of S. A. McDowell, Treasurer of the Iowa State University of Science and Technology and of one or all of the members of the Finance Committee - Carl Gernetzky, David A. Dancer, Doyle R. Cottrell.

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Box 4256, containing securities belonging to the State University of Iowa: At least two signatures required, that of F. L. Hamborg, Treasurer of the State University of Iowa, or L. R. Brcka, Secretary of the State University of Iowa, and of one or all of the members of the Finance Committee - Carl Gernetzky, David A. Dancer, Doyle R. Cottrell.

Box 4989, containing bonds pledged by the Iowa-Des Moines National Bank to protect the deposits of the State University of Iowa: At least four signatures required, those of two officers of the Iowa-Des Moines National Bank and that of either F. L. Hamborg, Treasurer of the State University of Iowa, or L. R. Brcka, Secretary of the State University of Iowa, and of one or all of the members of the Finance Committee - Carl Gernetzky, David A. Dancer, Doyle R. Cottrell.

Box No. 3690, containing securities belonging to the State College of Iowa, the Iowa Braille and Sight Saving School, the Iowa School for the Deaf, The State Sanatorium, and the Eudora F. McGregor Fund held for the Iowa Braille and Sight Saving School: At least two signatures required, those of any two members of the Finance Committee - Carl Gernetzky, David A. Dancer, and Doyle R. Cottrell - or any one of the members of the Finance Committee and of either James L. Bailey, Treasurer of the State College of Iowa or M. D. Berry, Treasurer of the Iowa Braille and Sight Saving School or C. E. Geasland, Treasurer of the Iowa School for the Deaf, or Wayne R. Lacina, Treasurer of the State Sanatorium.

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

On motion by Mr. Molison, seconded by Mr. Oberhausen and passed, the foregoing resolution was adopted.

CODE OF FAIR PRACTICE OF THE STATE BOARD OF REGENTS - CONTRACT CLAUSE. Mr.

Oberhausen moved that the following contract clause be adopted as a part of the Code of Fair Practice of the State Board of Regents previously adopted and shall be inserted into every contract or subcontract for public works or for goods or services entered into by officials responsible to the State Board of Regents:

(See pages 89-91, Board minutes of September 24-25, 1964.)

During the performance of this contract, the contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, creed, color or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

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(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, or national origin.

(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding a notice advising the said labor union or worker's representative of the contractor's commitments under this clause.

(4) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract, this contract may be cancelled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further contracts with the State Board of Regents, and such other sanctions may be imposed and remedies invoked as provided by the Iowa Fair Employment Practices Act, Chapter 330, Laws of the 60th General Assembly, Chapter 735, Code 1962.

(5) The contractor will include the provisions of paragraphs (1) through (4) in every subcontract so that such provisions will be binding upon each subcontractor.

RESOLUTION - EASTERN IOWA VETERINARY MEDICAL ASSOCIATION. Secretary Dancer submitted the following resolution that had been adopted by the Eastern Iowa Veterinary Medical Association:

WHEREAS the need for Doctors of Veterinary Medicine is increasing and demanding beyond the abilities of private finance and States abilities, and

WHEREAS the Health of the General Public becomes more and more dependent on the abilities and the knowledge of the Doctors of Veterinary Medicine, and

WHEREAS the intrastate demands on this Profession is minor to the interstate and national and international requirements, and

WHEREAS the value of the Profession is of paramount benefit to the nation as a whole, and

WHEREAS the demand of the present and the demands of the future by national and international requirements cannot be met with the present facilities, nor by the established rate of expansion provided by the finance now available for the expansion of the facilities of Veterinary Medical Educational Institutions, and

WHEREAS an immediate enlargement of the education program of all of the Colleges of Veterinary Medicine is of vital importance to the health and welfare of the peoples of the United States as a nation, and

WHEREAS the furnishing of Federal Aid to educational institutions has been firmly established, with the exception of Colleges of Veterinary Medicine, be it then hereby

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RESOLVED that the Eastern Iowa Veterinary Medical Association request the Iowa Veterinary Medical Association and the Senators and Congressmen of the Iowa Delegation to take immediate and positive action for quick passage of the following legislation which have been presented as follows, H.R. 9601 now pending before the U.S. House of Representatives and S. 2397 now pending before the U.S. Senate, so that immediate substantial financial aid will be immediately available to educational institutions of Veterinary Medicine.

LEGISLATIVE BUDGET - GOVERNOR'S HEARING. Secretary Dancer reported that the Governor's Hearing on the legislative budget requests of the State Board of Regents would be from 9:00 a.m. to 11:45 a.m., Friday, December 11, 1964.

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

December 9, 10 and 11, 1964, beginning at 1 p.m., December 9
January 14-15, 1965
February 11-12, 1965
March 11-12, 1965
April 8-9, 1965

and May 13-14, 1965, at the Iowa State University, Ames, Iowa.

EXECUTIVE SESSION. There being no objection, the Board resolved itself into executive session at 2:30 p.m. The Board rose from executive session at 4 p.m. and resumed regular business.

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IOWA SCHOOL FOR THE DEAF

The following business relating to the Iowa School for the Deaf was transacted on November 19, 1964:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the Iowa School for the Deaf for the month of October, 1964, were approved and ratified.

USE OF FACILITIES BY OUTSIDE GROUPS. A proposed statement of policy regarding the use of the facilities of the Iowa School for the Deaf by outside groups was submitted and amended as follows:

Mr. Oberhausen moved that the following be deleted:

"4. The school property shall not be used for religious meetings."

The motion was seconded and passed with a vote of 6 aye and 2 nay.

Mr. Crabbe stated that it was the recommendation of the Educational Policy Committee that the following be deleted, and he so moved:

"6. (a) The School buildings may not be used for political meetings.

(b) School buildings may not be used for the promotion of controversial matters."

The motion was seconded and passed.

Mr. Redeker moved that the last sentence in #12, "Liability insurance covering both lessee and lessor in the amount of \$25,000 each accident, \$100,000 aggregate, and \$10,000 property damage." be changed to read: "Liability insurance covering both lessee and lessor in the amount of \$100,000 each person, \$300,000 aggregate, and \$50,000 property damage." The motion was seconded by Mr. Richards and passed, with Mrs. Rosenfield voting "no".

Mr. Oberhausen moved that the following amended statement of policy regarding the use of the facilities of the Iowa School for the Deaf be adopted:

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1. The school auditoriums, gymnasiums, and other rooms are designed primarily for school purposes and may be so used without charge for meetings of pupils, meetings of teachers, meetings and entertainments by teacher's clubs, parent-teacher associations, and other organizations affiliated directly with the school.
2. (a) Such meetings shall have precedence over all others, and may be held by arrangement with the principal who shall assume responsibility therefor and either be present in person or represented by a responsible member of the faculty.

(b) Meetings and school activities held as part of the Recreational and Counseling Department may be held by arrangement with the Dean of Student Affairs, who shall assume responsibility therefor and either be present in person or represented by a responsible member of his staff. Such activities will be considered second in priority.
3. The use of school rooms and facilities by the public is permitted for meetings of an educational, patriotic, philanthropic, civic, musical or social nature, intended to promote the public welfare and not conflicting with the aforementioned school uses or the regular work of the school.

All applications from outside groups for use of school facilities must have the approval of the superintendent of the school, or the approval of an official he may designate.

4. The school buildings may not be used for private or individual gain.
5. Application for public use of school accommodations shall be made in triplicate on regular forms secured at the Business Office of the Iowa School for the Deaf and filed with the required fee, if any, at least three days before the proposed date of the meeting.
6. The application will be signed by two elected officers of the organization, one of whom shall be the presiding officer who shall agree that the organization shall be responsible for any damage to property other than ordinary wear and tear due to such occupancy, and for the strict observances of these rules and regulations.
7. When permission is granted, the building shall be prepared for occupancy and a custodian shall be present throughout the time of the meeting and for at least one-half hour before the meeting is scheduled to begin; said custodian to open and close the building, have charge of heating, lighting, and ventilating the parts used, and assist as he may be able in preserving order on the school premises and preventing damage to school property.
8. The use of tobacco or intoxicating beverages upon school premises is strictly prohibited.
9. Gymnasiums and rooms, other than auditoriums, may be used by the general public only under the direct management of persons qualified to use and care for any equipment or apparatus contained therein.

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10. Any individual organization renting school buildings shall be required to file with the Business Office an insurance policy covering personal liability for any and all persons who may be in attendance at the meeting or event scheduled on the school property. Liability insurance covering both lessee and lessor in the amount of \$100,000 each accident, \$300,00 aggregate, and \$50,000 property damage.
11. The following is a schedule of charges to be made for use of buildings:

Schedule

a. Facilities available

Swimming pool
Gymnasium
Elementary All Purpose Room
Main Building Auditorium
Recreational Barn

b. Schedule of charges (Maximum of four hours)

Educational and Civic Groups, No Admission Charged	\$ 25.00
Educational and Civic Groups, Admission Charged--members only	75.00
Others Admission	100.00

12. A request for use of school facilities, at regular intervals, over an extended period of time, (i.e. once each week, for several months), shall be approved by the completion of a written agreement, between the applicant and the school. The fee for such an arrangement will be based upon a charge of \$10.00 for each hour of use. The agreement will be subject to the approval of the Finance Committee.
13. Upon the recommendation and written authorization of the superintendent, the business office may reduce or waive the fee for use of school facilities, if such reduction or waiver of fee is for the best interest of the school.
14. Campus facilities

Campus Picnic areas'
Tennis Court
Running track
Football Field
Baseball Diamonds

The campus picnic areas' are available to the public at no charge. Reservation to be made with the Business Office, subject to the approval of the Superintendent. Groups must be responsible for cleaning the picnic area and must furnish their own equipment and supplies. The School furnishes only the rest rooms and an electric outlet for a loud speaker system.

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The campus tennis court, running track, football fields and baseball diamonds are under the same rules as the picnic areas.

15. Use of facilities for large groups requiring food service and lodging, will be presented for the approval of the Finance Committee in advance of the scheduled date and the fee or waiver of fee established at that time.

The motion was seconded by Mr. Molison and passed with Mrs. Rosenfield voting "no".

TEACHER TRAINING AGREEMENT. (See page 201 of these minutes.)

RESERVOIR ROOF REPLACEMENT. The Building and Business Committee reported that bids had been received for the Reservoir Roof Replacement, and copies of the tabulation of the bids were distributed to Board members.

Upon the recommendation of the Building and Business Committee the contract for the Reservoir Roof Replacement was awarded to the low bidder, the Anderson Construction Company of Council Bluffs, Iowa, on the basis of that firm's base bid of \$4,994.00, subject to the approval and allocation of funds by the Budget and Financial Control Committee. (See page 95, Board minutes of September 24-25, 1964.)

REPORT AND RECOMMENDATIONS OF STATE FIRE MARSHAL. The Building and Business Committee reported that the report of the State Fire Marshal contained recommendations in regard to fire safety work that should be done at the Iowa School for the Deaf.

Upon the recommendation of the Building and Business Committee authority was granted to employ Wetherell-Harrison-Wagner, Architects, Des Moines, Iowa, on the basis of \$50.00 a day but not to exceed a cost of \$250.00, to estimate the cost of the work recommended in the Fire Marshal's Report.

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BOYS' DORMITORY; COVER FLOORS, REFINISH WOODWORK AND DOORWAYS, AND MODERNIZE HEATING, 60TH G.A. - HIGH SCHOOL GYMNASIUM; REMODEL DRESSING ROOMS, 60TH G.A. - FORD ENGINEERING COMPANY'S CERTIFIED CHECK. The Building and Business Committee reported that the Ford Engineering Company, Council Bluffs, Iowa, had requested permission to appear before the Board again and that the Board give further consideration to the return of the balance of the amount of the certified check filed with that firm's bid for the projects Boys' Dormitory; Cover Floors, Refinish Woodwork and Doorways, and Modernize Heating, 60th G.A., and High School Gymnasium; Remodel Dressing Rooms, 60th G.A. (See page 96, Board minutes of September 24-25, 1964.)

Upon the recommendation of the Building and Business Committee and in view of the fact that the letter from the Ford Engineering & Construction Company, dated November 16, 1964, contained no new information, the Board denied the request to appear before it and again present his request for the return of the balance of the certified check filed by that firm; and the Secretary of the State Board of Regents was instructed to so advise Robert C. Ford.

November 19-20, 1964

IOWA BRAILLE AND SIGHT-SAVING SCHOOL

The following business relating to the Iowa Braille and Sight-Saving School was transacted on November 19, 1964:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the Iowa Braille and Sight-Saving School for the month of October, 1964, were approved and ratified.

BOYS' DORMITORY HEATING SYSTEM REPAIRS - WEST WING AND CENTER SECTION. Upon the recommendation of the Building and Business Committee a project for Boys' Dormitory Heating System Repairs - West Wing and Center Section, estimated to cost \$20,000, was approved and authority was granted to negotiate for engineering services for the project.

RESOLUTION FOR MANUAL SIGNATURE. The following resolution was submitted:

BE IT RESOLVED, that the State Bank of Vinton and the Benton County Bank and Trust Company, both located at Vinton, Iowa, be and they are hereby designated as depositories in which the funds of the Iowa Braille and Sight Saving School may from time to time be deposited by its officers, agents and employees;

And that M. D. Berry, Treasurer, and Don L. Walker, Superintendent, acting jointly be and they are hereby authorized for and on behalf of the Iowa Braille and Sight Saving School to draw and sign and countersign checks against all Iowa Braille and Sight Saving School accounts and to endorse for deposit or negotiation all negotiable instruments and orders for the payment of money. Irrespective of anything herein contained, endorsements for deposit may be made by any one of its officers, agents, or employees, and may be by written or stamped endorsement of the Iowa Braille and Sight Saving School without designation of the person making the endorsement.

AND BE IT FURTHER RESOLVED, that said State Bank of Vinton and the Benton County Bank and Trust Company be and they are hereby authorized and directed to honor and pay any checks so drawn, when so signed and countersigned, whether such checks be payable to the order of any officer or person signing and countersigning them or any of said officers or persons in their individual capacities or not, and whether they are deposited to the individual credit of the officer or person signing and countersigning them or to the individual credit of any of the other officers or persons or not.

November 19-20, 1964 - Iowa Braille and Sight-Saving School

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

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

November 19-20, 1964

STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on November 19, 1964:

FARM LEASE - COLONY AND COLONY. Mr. Redeker moved that a proposed lease by and between the State Board of Regents and Billy Lee Colony and Bonita G. Colony and Edgar L. Colony and Ellen M. Colony, covering the following described real estate located in Johnson County, Iowa, for a term of three years commencing March 1, 1965, at a rental of \$23,313.00 for the full term of the lease (\$7,771.00 a year) be approved, and that the Secretary of the State Board of Regents be authorized to sign the lease:

555.37 acres in Section 25, 30 and 36, Township 80, Range 6 and 7 West of the 5th P.M., except that part reserved by Lessor as provided in the lease.

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

Aye: Mr. Crabbe, Mr. Molison, Mr. Noehren, Mr. Oberhausen, Mr. Redeker, Mr. Richards, Mrs. Rosenfield, and Mr. Wolf.

Nay: None.

Absent: Mrs. Lubetkin.

The chairman declared the motion passed.

FARM MACHINERY SALE. The Building and Business Committee reported that a sale of farm machinery at the State Sanatorium was held on October 30, 1964, and that the gross amount of the sale was \$13,561.25; the net amount being \$12,415.87.

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THE UNIVERSITY OF IOWA

The following business relating to The University of Iowa was transacted on November 20, 1964:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the changes reported in the register of personnel changes at The University of Iowa for the month of October, 1964, were approved and ratified.

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

Harvey C. Bunke, professor and chairman of the Department of Economics, College of Business Administration, effective at the end of the first semester, 1964-1965, to accept a position as President of Western Washington State College, Bellingham, Washington.

John R. Schmidhauser, professor in the Department of Political Science, College of Liberal Arts, effective with the second semester, 1964-1965, in order that he may serve as United States Representative from Iowa's First Congressional District. (Professor Schmidhauser is on leave of absence without salary during the current semester.)

LEAVE OF ABSENCE. Upon the recommendation of President Bowen and the Educational Policy Committee, Kenneth L. Moll, research associate professor in the Department of Otolaryngology and Maxillofacial Surgery, College of Medicine, was granted a leave of absence for one year, without salary or insurance programs, beginning July 1, 1965, for special study at the University of Michigan. Professor Moll has been awarded a Special Fellowship by the National Institute of Neurological Diseases and Blindness for a year's study at the Communications Sciences Laboratory at the University of Michigan.

CATALOGUE CHANGES. Mr. Crabbe stated that the Committee on Educational Coordination had approved the proposed major changes in course offerings for the 1965 General

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University Catalogue of The University of Iowa; and, upon the recommendation of the Educational Policy Committee, they were approved. (See page 169, Board minutes of October 21-24, 1964.)

POLICY - USE OF UNIVERSITY FACILITIES. Upon the recommendation of the Educational Policy Committee the following policy regarding the use of University facilities was adopted: (See page 174, Board minutes of November 13-15, 1958.)

I. Eligibility for use of facilities

A. Free use of facilities

1. Subject to the demands of the regular University program which shall always have priority, the facilities of the University shall be available at no charge to the below listed organizations and uses, provided such use is prior to 5 p.m. on week-days and results in no additional cost to the University.

(a) Faculty Organizations

(b) Employee Organizations

(c) Student Organizations

Student Organizations are considered to be only those which have been approved as student organizations by the Dean of Students.

If admission is charged, ticket sales and disposition of proceeds must be handled through the University Business Office.

(d) Governmental and other Public Educational Agencies

(e) Political Organizations or Candidates for State or National Offices

Candidates for state or national offices, or the political parties, recognized as such under the laws of the State of Iowa, may have equal opportunity to hold public meetings on the campus consistent with the University educational program.

(f) Public Forums

Public Forums are considered to be forums for the discussion of topics of public interest and must be held under the sponsorship of the University or one of its departments.

2. The following groups and uses will be permitted free use of University facilities at any time provided no admission is charged and provided such use results in no expense to the University in addition to normal operation. Additional expense will be charged at actual cost.
 - (a) Department, college, or university-sponsored functions which are definite extensions of the educational program of the University and for which no admission charge is made. This shall include lectures, concerts, faculty and employee organization meetings, and similar uses.
 - (b) Student groups organized strictly for educational purposes which are under the direct sponsorship and supervision of departments or colleges and do not maintain a treasury.
3. Use of general University facilities will be made available to groups in categories 2 (a) and 2 (b) only after they have found charge-free facilities such as the Iowa Memorial Union, or the Senate and House Chambers in Old Capitol to be unavailable or inadequate for the intended purpose.

B. Use of facilities at scheduled rates

1. Charges in the scheduled amount will be made for use of facilities after 5 p.m. on weekdays, and all day on Saturday, Sunday, and holidays. The following groups will be eligible to use facilities under these conditions:
 - (a) All groups and uses listed under A 1 above with the exception of those listed under A 2, which shall have the facilities free of charge.

C. Use of facilities by other community non-profit organizations

Use of University buildings shall be subject to approval of the President of the University or his authorized representative. In lieu of charges stated under "Schedule of Rates," charges for special services shall be at actual cost; and in addition, for each performance or meeting, a rental fee of \$30 shall be charged if no admission is charged and \$50 if admission is charged. Where rates for the Field House or Iowa Memorial Union are higher than those stated in the schedule of rates, the higher rates shall apply. The President of the University or his representative may waive these charges in special circumstances if in his judgment the conditions warrant such waiver.

D. Special Events to which the University is host

1. Special events which require large numbers of rooms, such as high school speech events, shall be accommodated free or charge provided the event has the approval of the President of the University or his authorized representative.

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2. Conferences and continuing education programs sponsored by Conferences and Institutes will be charged at rates effective for University groups as set forth in Section III, Schedule of Rates. Special services performed at additional cost to the University will be billed at cost.

II. General Conditions of Use

- A. Use of facilities may be granted only when such use does not interfere with the regular University program.
- B. Use of facilities must be consistent with any applicable University policies, and all University regulations, such as "No Smoking" rules must be respected. Flagrant or continued violation of said rules shall be cause for removal of the privilege of the use of University facilities by the organization concerned.
- C. Reservations must be made in advance at the Office of the Division of Student Services except as follows:

Iowa Memorial Union -- at the Office of the Director of the Union

Field House and Armory -- at the Office of the Director of Athletics
and the Commandant

Old Capitol -- Board Room only

III. Schedule of Rates

The following charges shall be made to cover estimated additional costs to the University for the use of facilities after 5 p.m. Monday through Friday, or on Saturday, Sunday, or a legal holiday. Included in the rate will be janitorial service, heat, light, and a minimum amount of set-up charges. Additional charges, at cost, will be made for special set-ups, electrician services, picture projection, public address system operation, etc.

Charges must be paid in advance at the University Treasurer's Office.

	<u>Capacity</u>	<u>Rate</u>
Art Building - Basement Lecture Room	150	\$ 7.50
Chemistry Building - Room 225	440	10.00
Chemistry Building - Room 300	441	10.00
Engineering Building - Radio Studio E	150	7.50
Engineering Building - Room S-107	149	7.50
Calvin Hall - Lecture Room	265	7.50
Library - Shambaugh Lecture Room	250	10.00
Macbride Auditorium	850	15.00
Music Building - North Rehearsal Hall	224	10.00
Music Building - South Rehearsal Hall	73	10.00
Pharmacy Building - Auditorium	362	10.00
Physics Building - Lecture Room 301	205	7.50

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Charges (cont.)	<u>Capacity</u>	<u>Rate</u>
Schaeffer Hall - Room 121-A	164	\$ 7.50
Schaeffer Hall - Room 221-A	215	10.00
Schaeffer Hall - Room 321-A	157	7.50
Zoology Building - Lecture Room 201	192	7.50
Iowa Memorial Union		
Main Lounge	1,700	175.00
Half Main Lounge		125.00
River Room		32.50
Field House and Armory	12,000	
Basic Rental (space only)		250.00
Special Set-up, stage, chairs and backdrop		300.00
Public Address System		80.00
Traffic and Parking Control		70.00

The above charges are subject to change upon approval by the Finance Committee of the State Board of Regents.

TUITION - GRADUATE RESEARCH AND TEACHING ASSISTANTSHIPS. Upon the recommendation of President Bowen and the Educational Policy Committee, all students enrolled in the Graduate College and holding University appointments for assistantships in teaching or research of quarter-time or above will be assessed the resident student fee for tuition purposes. This includes graduate students appointed to research assistantships from federal and non-federal grants and contracts. It does not include, however, those graduate students who hold traineeships under training grants.

GENERAL EDUCATIONAL FUND BUDGET INCREASE, 1964-1965 - BIENNIAL CEILING INCREASE.

Upon the recommendation of President Bowen and the Building and Business Committee, and in consideration of the additional needs for salaries, general expense, and equipment, funds for which are available from increased estimated receipts, the 1964-1965 budget of the General Educational Fund was increased \$606,000 and the biennial ceiling was increased by \$606,000 to a total of \$44,631,391.98, with the understanding that a report will be filed with the State Comptroller in accordance with the provisions of law.

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The following is a summary of the budget adjustments of the General Educational Fund and the biennial ceiling:

General Educational Fund 1963-1965, Statutory Biennial Ceiling				\$41,781,300.00
	<u>Budget</u>	<u>Adjusted</u>	<u>Ceiling</u>	<u>Adjusted</u>
	<u>Change</u>	<u>Budget</u>	<u>Change</u>	<u>Ceiling (c)</u>
Summary of prior adjustments:				
Actual expenditures 1963-64	\$ -	\$21,184,615.46(a)	\$ -	\$41,781,300.00
1) Adjustment (approved 12/12-13.63)	300,000.00	(included above)	-	41,781,300.00
2) Original budget 1964-65 (approved 6/18-19/64)	-	22,764,650.00(b)	2,224,000.00	44,005,300.00
3) Adjustment (approved 9/24-25/64)	76,126.52	22,840,776.52	20,091.98	44,025,391.98
4) Adjustment (approval requested 11/19-20/64)	606,000.00	23,446,776.52	606,000.00	44,631,391.98
	<u>\$982,126.52</u>	<u>\$44,631,391.98</u>	<u>\$2,850,091.98</u>	<u>\$44,631,391.98</u>

(a) includes \$330,413.18 RR&A and \$4,400.00 Lakeside Laboratory RRA&E

(b) includes \$350,000.00 RR&A and \$4,400.00 Lakeside Laboratory RRA&E

(c) includes \$700,000.00 RR&A and \$8,800.00 Lakeside Laboratory RRA&E

Source of funds

Funds are available from estimated additional receipts from the following sources:

Student fees	\$411,000.00	
Reimbursed overhead	200,000.00	
Other income (reduction)	<u>5,000.00-</u>	\$ 606,000.00

SPEECH PATHOLOGY CENTER WITHOUT EQUIPMENT, 60TH G.A. - ARCHITECT. Upon the recommendation of the Building and Business Committee a proposed contract with Woodburn & O'Neil, Des Moines, Iowa, for services as associate architect for the Speech Pathology Center without Equipment, 60th G.A., on a fee basis of 4% of the cost of the work, including air conditioning, was approved and the Secretary of the State Board of Regents was authorized to sign the contract. (See page 177, Board minutes of October 21-24, 1964.)

CONTRACT FOR ELECTRIC SERVICE - IOWA-ILLINOIS GAS AND ELECTRIC COMPANY. Upon the recommendation of the Building and Business Committee a proposed contract for

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electric service by and between the State University of Iowa and the Iowa-Illinois Gas and Electric Company was approved subject to the addition of a section containing a "hold-harmless" clause; and the Vice President for Business and Finance of the State University of Iowa was authorized to sign the contract with that addition. (The contract with the additional clause will be submitted at a later meeting.)

LIBRARY, PART III, 60TH G.A. - FEDERAL FUNDS. Upon the recommendation of the Building and Business Committee, authority was granted to file an application for federal funds in the amount of \$321,700 under the Higher Education Facilities Act of 1963, to supplement the state appropriation for Library, Part III, 60th G.A.

PURCHASE OF PROPERTY - ELMER T. PETERSON AND ANNE C. PETERSON. The Building and Business Committee reported that on October 26, 1964, the Executive Council of Iowa approved the action taken by the State Board of Regents authorizing the purchase of property located at 130 Grand Avenue Court, Iowa City, Iowa, from Elmer T. Peterson and Anne C. Peterson. (See page 122, Board minutes of September 24-25, 1964.)

STEAM AND RETURN UTILITIES FOR MINIMAL CARE UNIT AND MEDICAL RESEARCH FACILITIES - MECHANICAL WORK - ACCEPTANCE. The Building and Business Committee reported that on November 5, 1964, representatives of the State University of Iowa and the contractor, Natkin and Company, inspected the mechanical work for Steam and Return Utilities for Minimal Care Unit and Medical Research Facilities and found that the contractor had completed the work in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the mechanical work in connection with the Steam and Return Utilities for Minimal Care Unit and

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Medical Research Facilities was accepted as of this date, November 20, 1964, from Natkin and Company, Omaha, Nebraska, and payment of the final estimate in accordance with the provisions of Chapter 573, 1962 Code of Iowa, was authorized.

SEWERS - BURGE HALL ADDITION AND IOWA MEMORIAL UNION - ACCEPTANCE. The Building and Business Committee reported that on November 5, 1964, representatives of the State University of Iowa and the contractor, Natkin and Company, inspected the Sewers - Burge Hall Addition and Iowa Memorial Union, and found that the work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the Sewers - Burge Hall Addition and Iowa Memorial Union, were accepted as of this date, November 20, 1964, from Natkin and Company, Omaha, Nebraska, and payment of the final estimate in accordance with the provisions of Chapter 573, 1962 Code of Iowa, was authorized.

HILLCREST ALTERATIONS - GENERAL CONSTRUCTION - PLUMBING AND HEATING - ELECTRICAL WORK - ACCEPTANCE. The Building and Business Committee reported that on November 13, 1964, representatives of the State University of Iowa and the contractors inspected the general construction, the plumbing and heating work, and the electrical work, Hillcrest Alterations, and found that the work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the following work in connection with Hillcrest Alterations was accepted as of this date, November 20, 1964, from the contractors indicated and payment of the final estimates in accordance with the provisions of Chapter 573, 1962 Code of Iowa, was authorized:

General construction work	Frantz Construction Company, Inc., Iowa City, Iowa.
Plumbing and heating work	Modern and Puth, Inc., Cedar Rapids, Iowa.
Electrical work	Cedar Rapids Electric Supply Co., Cedar Rapids, Iowa.

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BURGE HALL ADDITION - GENERAL CONSTRUCTION WORK - ELECTRICAL WORK - ACCEPTANCE.

The Building and Business Committee reported that on November 16, 1964, representatives of the State University of Iowa and the contractors inspected the general construction work and the electrical work, Burge Hall Addition, and found that the work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the following work in connection with Burge Hall Addition was accepted as of this date, November 20, 1964, from the contractors indicated and payment of the final estimates in accordance with the provisions of Chapter 573, 1962 Code of Iowa, was authorized:

General construction work	Viggo M. Jensen Company, Iowa City, Iowa.
Electrical work	Acme Electric Company, Cedar Rapids, Iowa.

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STATE COLLEGE OF IOWA

The following business relating to the State College of Iowa was transacted on November 20, 1964:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the State College of Iowa for the month of October, 1964, were approved and ratified.

STAFFING THE COLLEGE. President Maucker distributed copies of a report of sources from which instructional faculty were obtained during the past three years. The report indicated that of the 141 new faculty members, 47 came directly from graduate school, 93 were employed in colleges, universities, public and private schools, business and industry, and 1 was a retired college professor who was given a temporary appointment.

POSITIONS FOR 1965-1966. President Maucker reported the procedures being followed to obtain faculty members for the year 1965-1966, and there was no objection.

NORTHEAST IOWA REGIONAL DEVELOPMENT STUDIES. President Maucker reported that during October there was an interinstitutional conference regarding the economic development of Northeast Iowa; that representatives from that area were present; that the work is now being done on an interinstitutional basis; and that if the studies are to be continued they should be done by one of the institutions taking the lead if the community is willing to contribute toward the cost. (See page 535, Board minutes of April 9-10, 1964.)

CLOSING OF 27TH STREET. The Building and Business Committee reported that the Iowa State Highway Commission has made studies of traffic and of traffic patterns,

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and that the reports are being considered by the City of Cedar Falls and the College in connection with the proposed closing of 27th Street. (See page 184, Board minutes of October 21-24, 1964.)

BOARD AND ROOM RATES - SUMMER SESSION, 1965. Upon the recommendation of the Building and Business Committee the board and room rates for the summer session 1965 were increased, as follows:

	<u>From</u>	<u>To</u>
11 weeks session	\$234	\$242
8 weeks session	170	176

ADMINISTRATION BUILDING INCLUDING EQUIPMENT, 59TH G.A. - EQUIPMENT AND FURNISHINGS.

The Building and Business Committee reported that on November 16, 1964, bids were received for equipment and furnishings for the Administration Building including Equipment, 59th G.A., and copies of the tabulation of the bids received were distributed to Board members.

Upon the recommendation of the Building and Business Committee authority was granted to issue purchase orders on the basis of the low quotations received, as follows:

E. & I. Coop., Garden City, N.Y.	
Metal Furniture, Group I	\$12,066.79
Metal Shelving, Group I	1,506.50
Krensky Fixture Company, Waterloo, Iowa	
Metal Furniture, Group II	412.50
Cohn Brothers, Waterloo, Iowa	
Metal Shelving, Group II	2,655.93
Graphic Publishing, Lake Mills, Iowa	
Miscellaneous Equipment, Group I	1,486.50
Moore Business Forms, Park Ridge, Illinois	
Miscellaneous Equipment, Group III	315.00

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Calument Manufacturing Company, Chicago, Illinois Miscellaneous Equipment, Group IVA	\$ 739.00	
Eastman Kodak, Des Moines, Iowa Miscellaneous Equipment, Group IVB	<u>744.31</u>	
Total of purchase orders authorized		\$19,926.53
<u>Source of funds</u>		
Administration Building including Equipment, 59th G.A.	15,000.00	
General Operating Fund - Equipment	<u>4,926.53</u>	\$19,926.53

SALE OF CORY PROPERTY. The Building and Business Committee reported that on the basis of an informal appraisal the fair market value of the 40-acre tract located in Chickasaw County, Iowa, is \$1,500.00. (See page 186, Board minutes of October 21-24, 1964.)

Upon the recommendation of the Building and Business Committee authority was granted to advertise for sale the Cory property, the 40-acre tract located in Chickasaw County, Iowa, and take bids.

REMODELING OF COMMONS - ARCHITECT - PROJECT BUDGET. At the meeting held on January 9-10, 1964, authority was granted to renegotiate the contract dated May 10, 1961, with Brooks-Borg, Des Moines, Iowa, for architectural services for the Addition to and Remodeling of the Commons to provide services for two projects - Remodeling the Commons and the proposed new Union - and report back to the Building and Business Committee. (See page 342, Board minutes of January 9-10, 1964.)

Upon the recommendation of the Building and Business Committee a proposed contract with Brooks-Borg, Des Moines, Iowa, for architectural services for the Remodeling of the Commons, on a fee basis of 7% of the cost of construction including the cost of kitchen equipment, was approved; the Secretary of the State Board of Regents was authorized to sign the contract; and the following project budget was adopted:

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Source of funds
 Dormitory System Improvement Fund \$700,000

Estimated expenditures

Construction and kitchen equipment contracts	\$540,000	
Architects' fee, 7% of \$540,000	37,800	
Other equipment	46,200	
Supervision	6,000	
Utilities	20,000	
Contingencies	<u>50,000</u>	\$700,000

STUDENT UNION BUILDING, UNIT I - ARCHITECT - PROJECT BUDGET. At a meeting held on January 9-10, 1964, authority was granted to renegotiate the contract dated May 10, 1961, with Brooks-Borg, Des Moines, Iowa, for architectural services for the Addition to and Remodeling of the Commons to provide services for two projects - Remodeling the Commons and the proposed new Union - and report back to the Building and Business Committee. (See page 342, Board minutes of January 9-10, 1964.)

Upon the recommendation of the Building and Business Committee a proposed contract with Brooks-Borg, Des Moines, Iowa, for architectural services for the Student Union Building, Unit I, on a fee basis of 5 1/2% of the cost of construction including the cost of kitchen equipment, was approved; the Secretary of the State Board of Regents was authorized to sign the contract; and the following project budget was adopted:

Source of funds

Cash on hand	\$ 450,000	
To be borrowed	<u>850,000</u>	\$1,300,000

Estimated expenditures

Construction and kitchen equipment contracts	\$1,000,000	
Architects' fee - 5 1/2% of \$1,000,000	55,000	
Other equipment	147,000	
Supervision	8,000	
Utilities	40,000	
Contingencies	<u>50,000</u>	\$1,300,000

REGENT'S DORMITORY EXPANSION, UNIT II (SHULL HALL) - HENKEL CONSTRUCTION COMPANY - CLAIM. Upon the recommendation of Brooks-Borg, Architects, and the Building and

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Business Committee authority was granted to withhold \$8,250 from the Henkel Construction Company, Mason City, Iowa, general construction contractor for Regents Dormitory Expansion, Unit II (Shull Hall), to cover a claim of the State College of Iowa for unsatisfactory drawer fronts, with the understanding that a Change Order for a deduction of \$8,250 from the contract price will be issued in order that the contract may be completed; and that later a purchase order will be issued to the Henkel Construction Company for the replacement of the unsatisfactory drawer fronts.

HEAT MAIN TO SERVE REGENTS DORMITORY UNIT II (SHULL HALL) - ACCEPTANCE. The Building and Business Committee reported that representatives of the State College of Iowa, the contractor, Young Heating Company, and Gilmor & Doyle, Engineers, had inspected the Heat Main to Serve Regents Dormitory Unit II (Shull Hall) and found that the work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the Heat Main to Serve Regents Dormitory Unit II (Shull Hall) was accepted as of this date, November 20, 1964, from the Young Heating Company, Waterloo, Iowa, and payment of the final estimate in accordance with the provisions of Chapter 573, 1962 Code of Iowa was authorized.

HEAT TUNNEL TO SERVE ADMINISTRATION BUILDING - ACCEPTANCE. The Building and Business Committee reported that representatives of the State College of Iowa, Gilmor & Doyle, Engineers, and the Young Heating Company, Contractor, had inspected the Heat Tunnel to Serve the Administration Building and found that the work had been completed in accordance with the plans and specifications and contract documents.

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Upon the recommendation of the Building and Business Committee the Heat Tunnel to Serve the Administration Building was accepted as of this date, November 20, 1964, from the Young Heating Company, Waterloo, Iowa, and payment of the final estimate in accordance with the provisions of Chapter 573, 1962 Code of Iowa, was authorized.

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IOWA STATE UNIVERSITY

The following business relating to the Iowa State University was transacted on November 20, 1964:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the Iowa State University for the month of October, 1964, were approved and ratified.

RESIGNATION. Upon the recommendation of Vice President Parks and the Educational Policy Committee, the resignation of David Gambal, associate professor in the Veterinary Medical Research Institute, effective January 15, 1965, was accepted. He has accepted a position in the Department of Biochemistry at Creighton Medical School.

LEAVE OF ABSENCE. Upon the recommendation of Vice President Parks and the Educational Policy Committee a leave of absence was granted to Mary M. Bodwell, associate professor and district home economics supervisor, County Home Economics Program, Cooperative Extension Service in Agriculture and Home Economics, effective January 23, 1965, through February 26, 1965, without salary, for reasons of health.

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

Eleanor O. Barnes, professor, Ford Foundation Baroda Project, College of Home Economics, at a salary of \$9,000, nine months' basis, effective November 1, 1964, through January 31, 1965.

Alberta D. Hill, associate professor in the Department of Home Economics Education, College of Home Economics, at a salary of \$12,500, nine months' basis, plus annuity, effective March 1, 1965.

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ADDITION TO PHYSICS BUILDING WITH PARTIAL EQUIPMENT, 60TH G.A. The Building and Business Committee reported that on November 6, 1964, a public hearing was held in regard to the Addition to Physics Building with Partial Equipment, 60th G.A.; that no objectors appeared and no objections were filed; and that bids for the project were received and opened. (See Finance Committee minutes of November 13, 1964.)

Copies of the tabulation of the bids received were distributed to Board members.

Upon the recommendation of the Building and Business Committee the contracts for the Addition to Physics Building with Partial Equipment, 60th G.A., were awarded to the low bidders, as follows, subject to the approval and allocation of funds by the Budget and Financial Control Committee, and the Secretary of the State Board of Regents was authorized to sign the contracts when satisfactory bonds have been filed:

General construction contract to Woodruff-Evans Construction Company, Fort Dodge, Iowa, on the basis of that firm's low base bid		\$1,064,240
Mechanical contract to Proctor Plumbing and Heating Company, Inc., Des Moines, Iowa, on the basis of that firm's low bid, as follows:		
Base bid	\$683,947	
Less Alternate No. 1	<u>3,320</u>	680,627
Electrical contract to Brown Brothers, Inc., Des Moines, Iowa, on the basis of that firm's low bid, as follows:		
Base bid	\$279,595	
Less Alternate No. 1	<u>9,700</u>	269,895
Elevator contract to Haughton Elevator Company, Des Moines, Iowa, on the basis of that firm's low base bid		<u>55,469</u>
Total of construction contracts awarded		\$2,070,231

ADDITION TO PHYSICS BUILDING WITH PARTIAL EQUIPMENT, 60TH G.A. - REVISED PROJECT BUDGET. Upon the recommendation of the Building and Business Committee the

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following revised project budget was adopted for the Addition to Physics Building with Partial Equipment, 60th G.A.: (See page 298, Board minutes of December 11-13, 1963.)

Source of funds

Capital Appropriations, 60th G.A.		\$1,350,000	
National Science Foundation Grant GU-533			
Construction and fixed equipment	\$1,097,000		
General purpose research equipment	<u>9,000</u>	<u>1,106,000</u>	\$2,456,000

Estimated expenditures

Construction contracts		\$2,070,231	
Architects, engineers and supervision		116,000	
General purpose research equipment (estimated)		18,000	
Fixed equipment, partial (estimated)		195,000	
Physical Plant expense (estimated)			
Transformers and electric service	\$ 18,000		
Lamps	3,000		
Other utilities	5,000		
Landscaping and walks	4,000		
Venetian blinds and shades	<u>3,000</u>	33,000	
Builders risk insurance		4,500	
Contingencies and miscellaneous		37,500	
Total estimate		<u>\$2,474,231</u>	
Less estimated sales tax refunds		<u>18,231</u>	
Net estimated expenditures			\$2,456,000

FORT DODGE, DES MOINES AND SOUTHERN RAILWAY - ABANDONMENT OF SERVICE - AGREEMENT.

The Building and Business Committee reported that negotiations between officials of the Fort Dodge, Des Moines and Southern Railway Company and of the Iowa State University have resulted in the following tentative agreement:

1. The Iowa State University will purchase from the Fort Dodge, Des Moines and Southern Railway Company certain trackage and other structures located on University property west of the center line of Section 3, Township 83 North, Range 24 West, 5th P.M., at a price of \$1.50 a foot; estimated cost \$6,000.
2. The Fort Dodge, Des Moines and Southern Railway Company will rehabilitate the trackage and structures purchased by the Iowa State University for a lump sum price of \$12,200, in accordance with specifications set up by the Chicago and North Western Railway Company.
3. The Fort Dodge, Des Moines and Southern Railway Company will continue to provide freight deliveries to the Iowa State University until acceptance of the rehabilitation work on the Iowa State University acquired trackage and structures by the Chicago and North Western Railway Company, and an orderly transition in deliveries from one railroad to the other is established.

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Upon the recommendation of the Building and Business Committee, the **fore-**going agreement was approved and authority was granted to request the Budget and Financial Control Committee for an allocation of \$18,200 from the General Contingent Fund to pay the costs outlined in the agreement.

VETERINARY CLINIC - REMODELING OPERATING AMPHITHEATRE - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University and the contractor, King-Bole, Inc., had inspected the Veterinary Clinic - Remodeling of Operating Amphitheatre, and found that the work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the Remodeling of Operating Amphitheatre, Veterinary Clinic, was accepted as of this date, November 20, 1964, from King-Bole, Inc., Des Moines, Iowa, and payment of the final estimate in accordance with the provisions of Chapter 573, 1962 Code of Iowa, was authorized.

STORM AND SANITARY SEWERS, MEN'S DORMITORIES - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University and the contractor, Gjellefald Associates, Inc., had inspected the Storm and Sanitary Sewers, Men's Dormitories and found that the work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the Storm and Sanitary Sewers, Men's Dormitories, were accepted as of this date, November 20, 1964, from Gjellefald Associates, Inc., Forest City, Iowa, and payment of the final estimate in accordance with the provisions of Chapter 573, 1962 Code of Iowa, was authorized.

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MARRIED STUDENT HOUSING - BUILDERS RISK INSURANCE. The Building and Business Committee reported that on November 18, 1964, bids for Builders Risk Insurance in the amount of \$2,500,000 on the Married Student Housing project had been received and opened; and copies of a tabulation of the bids received were distributed to Board members.

Upon the recommendation of the Building and Business Committee the Builders Risk Insurance in the amount of \$2,500,000 for a three year period on the Married Student Housing project was awarded to the low bidder, Kemper and Company (Kemper Insurance Company, Inc.) at a net annual premium of \$1,884.20.

AMENDMENT NO. 1 TO MEMORANDUM OF UNDERSTANDING - SHELBY-GRUNDY SOIL AREA EXPERIMENTAL ASSOCIATION. The Building and Business Committee reported that on October 26, 1964, the Executive Council of Iowa had approved Amendment No. 1 to Memorandum of Understanding with the Shelby-Grundy Soil Area Experimental Association.

(See page 147, Board minutes of September 24-25, 1964.)

STATEMENT OF CHAPMAN AND CUTLER - \$15,000,000 DORMITORY REVENUE BONDS, SERIES 1964A. Upon the recommendation of the Building and Business Committee, the Iowa State University was authorized to pay the statement in the amount of \$18,000.00 submitted by Chapman and Cutler, Chicago, Illinois, for services rendered in connection with the \$15,000,000 Dormitory Revenue Bonds, Series 1964A, Iowa State University.

IOWA ELECTRIC LIGHT AND POWER COMPANY - INTERRUPTIBLE GAS SERVICE AGREEMENT.

Upon the recommendation of the Building and Business Committee the following interruptible gas service agreement for gas supply at the Reactor and Synchrotron Building was approved, and the Secretary of the State Board of Regents was authorized to sign it:

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THIS AGREEMENT, made in multiple as of this 1st day of November, 1964, by and between IOWA ELECTRIC LIGHT AND POWER COMPANY, and Iowa Corporation, hereinafter called the "COMPANY", and State Board of Regents for Iowa State University of Science and Technology hereinafter called the "CONSUMER,"

WITNESSETH: That for and in consideration of the agreements of the parties hereto, hereinafter set forth, and the performance of said agreements, it is agreed by and between said parties as follows:

1. The COMPANY will furnish to the CONSUMER at the CONSUMER'S premises located North of Ames, Iowa, through one point of delivery and measured through one meter, natural gas not to exceed 360,000 cubic feet per day, but not to exceed 15,000 cubic feet per hour, for use as heating and cooling fuel.

2. Gas delivered hereunder is classified as interruptible. Upon two (2) hours' notice by the COMPANY, the CONSUMER shall curtail or discontinue the use of gas by the use of standby facilities, plant shut down, or otherwise.

3. Failure on the part of the CONSUMER to comply with the foregoing paragraph shall be good and sufficient reason for the COMPANY to enter upon the premises of the CONSUMER and shut off the entire gas supply to the CONSUMER, and the COMPANY shall not be liable to the CONSUMER in any way whatsoever as the result of such action, and said failure on the part of the CONSUMER shall be good cause for the immediate cancellation of this agreement by the COMPANY, and for all volumes of gas taken by the CONSUMER on each and every billing day during a curtailment period in excess of the volume the CONSUMER is authorized by the COMPANY to take, the CONSUMER shall pay the COMPANY a penalty of Ten Dollars (\$10.00) per M.C.F. so taken in addition to the rates set out herein. A billing day shall be taken as any twenty-four (24) consecutive hours.

4. The COMPANY shall furnish gas service, and the CONSUMER shall use and pay for such service in accordance with the terms and conditions of this agreement and the rates set out in the Rate Schedule sheet attached hereto and made a part hereof. The COMPANY may revise such rates during the period of this agreement by giving written notice of any change. However, in no event shall such rates at any time exceed those established for regular firm gas service in the City of Ames, Iowa.

All bills for the service herein provided shall be rendered to the CONSUMER on or about the same day of each calendar month.

5. This agreement shall continue for a period of one (1) year, commencing November 1964, and thereafter from month to month until either party shall give to the other thirty (30) days' written notice of a desire to terminate the same, and at the expiration of which notice this agreement shall cease. All contracts, agreements and understandings, whether oral or in writing, pertaining to the subject matter hereof, made and entered into by the parties hereto prior to the date of this contract, shall become null and void and of no further force and effect whatsoever.

6. This agreement shall be binding upon and shall inure to the benefit of the successors and assigns of both parties hereto.

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IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed as of the day and year first above written.

RYAN PLUMBING AND HEATING COMPANY, INC. - DEFAULT ON CONTRACT - LOW PRESSURE STEAM MAIN REPLACEMENT, PHASE A & B. The Building and Business Committee reported that on November 5, 1964, the Fidelity and Deposit Company of Maryland had written to the State Board of Regents, as follows, regarding the defaulted contract with the Ryan Plumbing and Heating Company, Inc., for the Low Pressure Steam Main Replacement, Phase A and B:

"We have now received copy of the executed contract with Carstens Plumbing and Heating Co. with the State Board of Regents for the completion of the Ames Low Pressure job.

"In furtherance of ours of October 6, 1964, we are pleased to attach our draft No. 224493 payable to The State Board of Regents in the amount of \$29,734.91. This represents the difference between the Ryan contract balances remaining in the Board's hands in the amount of \$57,165.09 and the Carstens Plumbing and Heating Co. Contract amount of \$86,900.00.

"You will note that there is a Release and Assignment attached to this draft and this must be executed and remain with the draft when it is presented for payment, or the draft cannot be honored. The draft should, of course, also be endorsed, in addition to executing the Release and Assignment.

"The Release is limited to the performance end of the work under the Ryan bond, and it is understood that it does not include anything construed to release the rights of third party laborers or materialmen, or the rights of the Board relating to warranties or guarantees, or any latent or invisible defects in that portion of the work performed by Ryan Plumbing & Heating Co., Inc., or any expenses the Board may have incurred by reason of the Ryan default."

The Release and Assignment referred to in the foregoing letter is, as follows:

KNOW ALL MEN BY THESE PRESENTS, That for and in consideration of the sum of Twenty Nine Thousand Seven Hundred Thirty Four Dollars and Ninety One Cents (\$29,734.91) paid to the State Board of Regents by Fidelity and Deposit Company of Maryland, the receipt of which is hereby acknowledged,

We, the undersigned, do hereby release, acquit, exonerate and discharge the said Fidelity and Deposit Company of Maryland from any and all claim, demands, set-offs, or causes of action of whatsoever kind or nature it now has or may

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hereafter have on account of, under, or growing out of the performance and of the work in connection with bond executed on or about May 27, 1964, by the said Fidelity and Deposit Company of Maryland, as Surety for Ryan Plumbing & Heating Co., Inc., covering the Low Pressure Steam Main Replacement between various buildings, Phase A and B, Iowa State University, Ames, Iowa.

It is understood that this Release will have no bearing on the rights of third party claimants for bills incurred by Ryan Plumbing & Heating Co., Inc., or the rights of The State Board of Regents insofar as any guarantees on work performed by Ryan Plumbing & Heating Co., Inc., are concerned, or any latent or invisible defects in that portion of the work performed by Ryan Plumbing & Heating Co., Inc., or any reasonable legal expenses, or architectural or engineering fees incurred by The State Board of Regents by reason of the default of Ryan Plumbing and Heating Co., Inc.

In connection with this Release, we do hereby assign, transfer and set over unto the said Fidelity and Deposit Company of Maryland all of our rights, claims and demands against Ryan Plumbing & Heating Co., Inc.

In Witness Whereof, we, the undersigned, have hereunto set our hands and seals this _____ day of _____, 1964.

Upon the recommendation of the Building and Business Committee the foregoing Release and Assignment was approved and the Secretary of the State Board of Regents was authorized to sign it.

ADJOURNMENT. President Noehren adjourned the meeting at 4 p.m., November 20, 1964.


David A. Dancer, Secretary