

Cedar Falls, Iowa
September 11, 1959

A meeting of the State Board of Regents was held at the Iowa State Teachers College, Cedar Falls, Iowa, on September 11, 1959.

Present:

Members of the State Board of Regents

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

Members of the Finance Committee

Mr. Dancer	All sessions
Mr. Gernetzky	All sessions

State University of Iowa

President Hancher	No session
Provost Davis	All sessions
Vice President Jolliffe	All sessions
Director Jordan	All sessions

Iowa State University

President Hilton	All sessions
Provost Jensen	All sessions
Vice President Platt	All sessions

Iowa State Teachers College

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

Iowa School for the Deaf

Superintendent Berg	All sessions
Business Manager Gaasland	All sessions

State Sanatorium

Superintendent Spear	All sessions
Business Manager Wynn	All sessions

Iowa Braille and Sight-Saving School

Superintendent Overbeay	All sessions
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Secretary to Secretary Lenihan

All sessions

September 11, 1959 - General or miscellaneous

The Board met in the Faculty Room at the Iowa State Teachers College at 10:15 a.m., September 11, 1959, with President Hagemann in the chair and Mr. Dancer secretary of the meeting. The Board meeting on September 11, 1959, was preceded by meetings of the Educational Policy Committee and the Building and Business Committee on September 10 and 11, with a tour of the campus prior to lunch on September 10, 1959.

GENERAL OR MISCELLANEOUS

The following business relating to general or miscellaneous matters was transacted on September 11, 1959:

LONG RANGE PLANNING AND ISSUES - FEE AND TUITION POLICIES - REPORT OF SPECIAL COMMITTEE. Copies of "A Statement of Philosophy and Recommendations" for tuition charges in state-supported institutions of higher education, prepared by the Inter-Institutional Committee on Fee Policies, was mailed to Board members prior to the June 18-19, 1959, Board meeting; and at the June meeting President Hagemann stated that the report would be docketed for consideration at the September meeting, and he requested that the special committee continue with the study. (See page 192, Board minutes of December 11-12, 1958; page 218, minutes of January 15-16, 1959; page 242, minutes of February 12-13, 1959; and page 424, minutes of June 18-19, 1959.)

Dewey B. Stuit, Dean of the College of Liberal Arts of the State University of Iowa and Chairman of the special Inter-Institutional Committee on Fee Policies, submitted and explained the Committee's summary of the "Statement of Philosophy and Recommendations" for tuition charges in state-supported institutions of higher education, as follows:

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- I. Contributions to society made by state-supported institutions of higher education.
 - A. Popularized higher education; developed the talents of a large number of young people.
 - B. Expanded and diversified curricular offerings, resulting in upgrading of many vocational fields.
 - C. Demonstrated the practical as well as theoretical values of research; expanded research interests.
 - D. Offering appropriate types of services.
- II. Factors to be considered in tuition charges.
 - A. Admissions policies.
 - B. Costs of instruction at various levels and in different types of programs. (Student should not be asked to bear costs of research and state services.)
 - C. Other costs to the student e. g. housing.
 - D. Extent of student aid programs.
 - E. Financial resources of students.
 - F. Philosophy of who should bear costs of higher education. An acceptable principle would seem to be that payment should be made in accordance with benefits received.
 - 1. Society - expanded economy; enjoyment of the good life.
 - 2. Individual - earning power; personal satisfactions.
- III. General Conclusions or Assumptions.
 - A. Costs of higher education should be split between the individual and society.
 - B. Promising students should be educated, regardless of their individual financial circumstances.
 - C. Students should not be expected to help pay for research and state services rendered by higher education.
 - D. While it would seem that professional college students should pay a higher proportion of their costs of instruction than undergraduates, this problem should be viewed in the light of the available student aid program.

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IV. Recommendations.

- A. The century-old policy of fixing tuition charges at state-supported institutions of higher education at a level which will not discriminate against students of moderate or meager financial resources should be continued.
- B. In financial planning for the future, students be expected (as a general rule) to bear from twenty to twenty-five per cent of the cost of their instruction. Costs of research, and service to the state, should be excluded from the cost of instruction figure.
- C. Efforts should be made to increase the funds available for loans and scholarships. It should be recognized, however, that there will always be large numbers of able students who would not be eligible for scholarships, hence the continuing need for a tuition structure which will not prevent these students from getting a college education. It should be emphasized that, even with the present tuition rates, the typical student now pays better than two-thirds of the total cost of his college education.
- D. Iowa's able young people, regardless of financial circumstances, should be given every encouragement to attend college, thus developing to a higher degree the talents with which they have been endowed. If costs of higher education become excessive, many students will be discouraged from attending college. Should this happen, society as well as the individual will be the loser.

President Hagemann stated that if there were no objections the report and the summary would be accepted and placed on file. There were no objections.

IOWA CENTENNIAL MEMORIAL FOUNDATION - SCHOLARSHIP. Mr. John Henry, Des Moines, Iowa, a member of the Sub-committee on Scholarships of the Iowa Centennial Memorial Foundation, appeared before the Board and told of the establishment several years ago of the Iowa Centennial Memorial Foundation and the awards and scholarships that had been granted since that time. Mr. Henry requested that the State Board of Regents consider the establishment of scholarships to supplement some to be given by the Iowa Centennial Memorial Foundation to persons recommended by the Board of Control of State Institutions.

On motion by Mr. Gillette, which was seconded by Mrs. Rosenfield and passed, the President was authorized to appoint a committee composed of one

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representative from the State University of Iowa, the Iowa State University, and the Iowa State Teachers College, to consider the request and report back to the Board with a recommendation.

IOWA JOINT COMMITTEE ON EDUCATIONAL TELEVISION - REPORT - BUDGET FOR 1959-1960.

James H. Davis, Associate General Manager of WOI-TV and Educational Advisor of Iowa TV Schooltime, appeared before the Board and explained the program, Iowa TV Schooltime, which is presented by WOI-TV in association with the Iowa Joint Committee on Educational Television. Copies of the 1959-1960 Teacher Study Guide and a Progress Report for 1958-1959 were distributed.

The following proposed budget of the Iowa Joint Committee on Educational Television was submitted:

<u>Budget Divisions</u>	<u>Expenditures 1958-1959</u>	<u>Proposed Budget 1959-1960</u>
Study Guides	\$1,583.39	\$1,200.00
Booth at Iowa State Educational Association Convention	91.00	150.00
Salary of Coordinator (Educational Advisor)	3,000.00	3,000.00
Social Security	120.00	
Special Research	<u>4,794.39</u>	<u>2,650.00</u> <u>\$7,000.00</u>
 <u>Income</u>		
50% from Board of Regents' Institutions		\$3,500.00*
50% from Department of Public Instruction		3,500.00
 *Breakdown of Board of Regents' portion		
Iowa State Teachers College	20%	
State University of Iowa	40%	
Iowa State University	40%	

On motion by Mr. Gillette, which was seconded by Mrs. Rosenfield and passed, the foregoing budget of the Iowa Joint Committee on Educational Television for the year 1959-1960 was approved and adopted.

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IOWA JOINT COMMITTEE ON EDUCATIONAL TELEVISION - MEMBERSHIP - REPRESENTATIVE OF STATE BOARD OF REGENTS. President Hagemann indicated his desire to be relieved of his duties as the Board's representative on the Iowa Joint Committee on Educational Television.

Mr. Gillette moved that President Hagemann be authorized to appoint a member of the State Board of Regents to serve on the Iowa Joint Committee on Educational Television, and the motion was seconded by Mrs. Rosenfield and passed.

APPROVAL OF MINUTES. On motion, which was seconded and passed, the minutes of the following meetings of the State Board of Regents were corrected and approved:

June 18-19, 1959
July 20, 1959
August 26, 1959

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	May 21, June 26, and July 23, 1959
Iowa State University	June 9, July 16, and August 19, 1959
Iowa State Teachers College	June 12, July 13, and August 11, 1959
Iowa Braille and Sight-Saving School	May 28, June 24, and July 28, 1959
Iowa School for the Deaf	June 5, July 10, and August 6, 1959
State Sanatorium	May 22, June 25, and July 24, 1959

COMMITTEE ON EDUCATIONAL COORDINATION - BOARD OF CONTROL OF STATE INSTITUTIONS - EDUCATIONAL PROGRAM. The Committee on Educational Coordination reported that its committee appointed to consider the proposal of the Board of Control of State Institutions relative to an educational program to be offered at the institutions, especially the penal, under its supervision would have a report

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ready to submit at the October meeting of the State Board of Regents. (See pages 247 and 248, Board minutes of February 12-13, 1959; page 307, Board minutes of April 9-10, 1959; page 379, Board minutes of May 7-8, 1959; and page 427, Board minutes of June 18-19, 1959.)

INVESTMENTS - REPORT. Mr. Gernetzky submitted a report of the investments made by the Finance Committee during the months of June, July, and August, 1959.

INSTITUTIONAL ROADS - IOWA STATE HIGHWAY COMMISSION - CONTRACTS. The Finance Committee reported that under the provisions of Chapter 207, 58th G.A. (House File 656) contracts had been made with the Iowa State Highway Commission whereby the institutions would do routine maintenance work on certain institutional roads and would be reimbursed by the Iowa State Highway Commission, as follows:

<u>Institution</u>	<u>Rate per Mile</u>	<u>Number Miles</u>	<u>Total</u>
Iowa Braille and Sight-Saving School		.58	\$312.50
State Sanatorium - concrete	\$150.00	.90)	
cinder	200.00	1.01)	337.00
Iowa State Teachers College	\$350.00	2.71	948.50

President Hagemann stated that if there were no objections the report would be accepted and the actions approved. There were no objections.

HIGHER EDUCATION STUDY - ADVISORY COMMITTEE. Chapter 8, 58th General Assembly, provides an appropriation of \$12,500 for each year of the biennium 1959-1961 to the Legislative Research Bureau for a comprehensive study of the needs and facilities available for higher education in Iowa, and authorizes the Director of the Legislative Research Bureau to select an advisory committee of three consisting of a representative from the state institutions of higher education, the private colleges and universities and the junior colleges, both private and public.

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Secretary Dancer reported that the Director of the Legislative Research Bureau had appointed the following as an advisory committee in making the higher education study:

Dean Zenor, Professor and Chief of Research, Institute of Public Affairs, State University of Iowa, Iowa City, Iowa

Arthur O. Davidson, Vice President in Charge of Development, Luther College, Decorah, Iowa

Paul B. Sharar, Dean of the Junior College, Clinton, Iowa

STUDY COMMITTEE ON HIGHER EDUCATION IN IOWA - MEMBERSHIP - REPRESENTATIVE OF STATE BOARD OF REGENTS. Mr. Gillette moved that the President be authorized to appoint a representative of the State Board of Regents on the Study Committee on Higher Education in Iowa in place of Mr. Strawman, whose term as a Board member expired June 30, 1959; and the motion was seconded by Mr. Noehren and passed.

AUDITING OF BILLS AND VOUCHERS - DISBURSEMENT OF FUNDS. A part of Section 262.23 of the 1958 Code of Iowa is as follows: "The treasurer of each institution shall * * * 2. Pay out said funds on order of the state board of regents, or of the finance committee, on bills duly audited in accordance with the rules prescribed by said board." (See pages 207 and 208, Board minutes of February 10-11, 1947.)

The following resolution was submitted:

"Resolved, that the treasurer of the Iowa Braille and Sight-Saving School, the Iowa School for the Deaf, and the State Sanatorium be authorized to pay out all funds belonging to said institutions, from all sources, on vouchers prepared, approved, and audited by such officers at each of said institutions as may be designated by the Finance Committee."

On motion by Mr. Gillette, which was seconded by Mrs. Evans and passed, the foregoing resolution was adopted.

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CORALVILLE BANK AND TRUST COMPANY. Mr. Dancer submitted a letter dated August 29, 1959, from G. L. Isensee, President of the Coralville Bank & Trust Company, Coralville, Iowa, to the State Board of Regents requesting that the Board approve the Coralville Bank & Trust Company as a depository for funds under the Board's control.

Upon the recommendation of the Building and Business Committee, Secretary Dancer was authorized to advise the Coralville Bank & Trust Company that it could not be designated as a depository at this time but, if conditions change, the Board would consider such a request at a future time. Mr. Crabbe voted "no" on adoption of the recommendation.

TREASURERS - DEPOSITORY BANKS - ACCOUNT ACTIVITY. Mr. Gernetsky submitted and distributed copies of an Analysis of Bank Account Activity of the various depository banks. President Hagemann stated that the item would be continued on the docket for consideration at the October meeting.

PUBLIC JUNIOR COLLEGES - TRANSFER OF CREDIT - ELIGIBILITY FOR STATE AID.

Mr. Gernetsky submitted the following report and recommendations of the Iowa Committee on Secondary School and College Relations dated September 3, 1959:

"The public junior colleges in Iowa listed below have been approved by the Iowa Committee on Secondary School and College Relations for the acceptance of transfer credit for work done during the 1958-1959 school year. The authority for this approval by the Iowa Committee is stated on pages 38 and 39 of Bulletin No. 5 (State Board of Regents).

"The Committee should like to recommend to the Board of Regents that these institutions be approved for eligibility to receive state aid:

Boone Junior College
Burlington Junior College
Centerville Junior College
Clarinda Junior College
Clinton Junior College
Creston Junior College
Eagle Grove Junior College
Ellsworth Junior College

Emetsburg Junior College
Estherville Junior College
Fort Dodge Junior College
Keokuk Junior College
Marshalltown Junior College
Mason City Junior College
Muscatine Junior College
Webster City Junior College"

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Mr. Crabbe moved that the public junior colleges listed in the foregoing report and recommendation of the Iowa Committee on Secondary School and College Relations be approved and certified as eligible for state aid for the year 1958-1959; and the motion was seconded by Mr. Gillette and passed.

ASSOCIATION OF GOVERNING BOARDS OF STATE UNIVERSITIES AND ALLIED INSTITUTIONS - ANNUAL MEETING. President Hagemann requested the Board members who expect to attend the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions, to be held at Oklahoma State University, Stillwater, Oklahoma, October 14 through October 17, 1959, to notify Secretary Dancer so he may request the Executive Council of Iowa for travel authorization.

AMERICAN COUNCIL ON EDUCATION. President Hagemann stated that the annual meeting of the American Council on Education would be held in Washington, D.C., on October 8 and 9, 1959; and he requested Board members who expect to attend the meeting to notify Secretary Dancer so he may request the Executive Council of Iowa for travel authorization.

AMERICAN COUNCIL ON EDUCATION - DUES. On motion, which was seconded and passed, authority was granted for the payment of membership dues of \$75.00 for the year 1959-1960 to the American Council on Education, subject to approval by the Executive Council of Iowa.

APPLICATIONS FOR POSITIONS. President Hagemann stated that applications for the positions as a member of the Finance Committee and as director of research and statistics should be filed in the Board's office, and copies of the applications distributed to Board members by the Secretary.

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

October 8-9, 1959, State University of Iowa, Iowa City, Iowa
November 19-20, 1959, Board Office, Des Moines, Iowa

EXECUTIVE SESSION. At 1:30 p.m. the Board resolved itself into executive session. The Board arose from executive session at 2:15 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 September 11, 1959:

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 months of July and August, 1959, were approved and ratified.

SURVEY - REPORT CONCERNING RECOMMENDATIONS - UP-GRADING LEVEL OF COLLEGIATE TRAINING OF TEACHING STAFF. Upon the recommendation of the Educational Policy Committee the recommendations submitted by Superintendent Berg for up-grading the level of collegiate training of the teaching staff were referred to the Finance Committee for consideration and report back to the Educational Policy Committee. (See Recommendation 2, page 360, Board minutes of April 23, 1959, and page 435, Board minutes of June 18-19, 1959.)

REMODEL PRIMARY HALL DORMITORY AND EQUIPMENT - PRELIMINARY PLANS - ADDITIONAL FUNDS. Upon the recommendation of the Building and Business Committee the preliminary plans to Remodel Primary Hall Dormitory and Equipment were approved, with the understanding that when preparing the specifications the architect would include as alternates the proposed fire towers and other items that can be eliminated without reducing the total capacity of the building below 140 students; and authority was granted, subject to approval by the Budget and Financial Control Committee, to allocate \$10,000 from balances remaining in capital improvement projects that have been completed to the project, Remodel Primary Hall Dormitory and Equipment, making the total available for the project \$167,500, including architect's fees, equipment amounting to \$5,000, and miscellaneous expenses.

September 11, 1959 - Iowa School for the Deaf

REMODEL AND IMPROVE MAIN BUILDING (SPECIAL RRA&E). The following resolution was submitted:

WHEREAS, the 58th General Assembly has appropriated \$28,830 to Remodel and Improve the Main Building on the campus of the Iowa School for the Deaf; now, therefore,

BE IT RESOLVED:

1. That the expenditure of \$28,830 to Remodel and Improve the Main Building on the campus of the Iowa School for the Deaf is for the best interests of the state.

2. That the following project description and project budget be approved:

It is proposed to:

- a. Rewire dormitory and dining room with a new feeder line; install new panel boards; and replace light fixtures in the dining area.
- b. Replace old water lines in basement of the building.
- c. Remodel boys' dormitory, the remodeling to consist of all new flooring and tile covering, new radiant heat, refinishing woodwork, replacing old metal lockers, and a new doorway to each room. (Shower rooms and dressing rooms will not be considered.)

Funds available

Appropriation, 58th General Assembly	\$28,830
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Estimated expenditures

Rewiring dormitory and dining room	\$ 2,000	
Replacing old water lines	2,000	
Remodeling boys' dormitory	23,000	
Architect's fee	1,620	
Miscellaneous	<u>210</u>	
Total estimated expenditures		\$28,830

3. That authority be granted to negotiate with Wetherell & Harrison of Des Moines, Iowa, for services as architect for the project to Remodel and Improve the Main Building, with the understanding that a proposed contract will be submitted at the next meeting.

4. That the Budget and Financial Control Committee be requested to approve the determination by the State Board of Regents that the expenditure of \$28,830 to Remodel and Improve the Main Building is for the best interests of the state and to approve the project description and the estimate of cost.

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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 September 11, 1959:

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 months of July and August, 1959, were approved and ratified.

APPOINTMENT. Mr. Gillette reported that, with the approval of other members of the Educational Policy Committee in accordance with the policy for handling summer interim business, on August 7, 1959, he had approved the appointment of Don Lee Walker as Principal of the Iowa Braille and Sight-Saving School, at a salary of \$483.18 cash plus \$135.00 maintenance per month, effective from the date he will begin service through June 30, 1960; and, upon the recommendation of the Educational Policy Committee the action was approved and ratified.

SUPERINTENDENT'S NEW HOME AND FURNISHINGS - AIR CONDITIONING. The Building and Business Committee reported that on July 28, 1959, the Finance Committee had approved the specifications and authorized acceptance of the low quotation of \$1,210.00 submitted by Egge Plumbing and Heating, Vinton, Iowa, for air conditioning the Superintendent's New Home, and had allocated to the project the following funds, all subject to approval by the State Board of Regents and the Budget and Financial Control Committee:

Equipment Account, 1959-1960	\$685.92	
Superintendent's New Home and Furnishings -		
Project Account 8-2-3-A-55	<u>524.08</u>	\$1,210.00

Upon the recommendation of the Building and Business Committee the actions of the Finance Committee relative to the air conditioning of the Superintendent's

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New Home were approved and ratified. (See Finance Committee minutes of July 28, 1959.)

FIRE PROTECTION PROJECT - RECOMMENDATIONS OF STATE FIRE MARSHAL. Upon the recommendation of the Building and Business Committee a project and plans for completing some of the fire protection recommendations of the State Fire Marshal, and the following project budget were approved: (See page 107, Board minutes of October 23-25, 1958.)

Funds available

Allocation from appropriation of \$35,000 made
by the 56th General Assembly, Repair and
rebuild eaves (Main Building), Control
Account 5-2-4-2-56 \$25,140

Estimated expenditures

A. Hospital	
Chute fire escape from second floor (Item C-7)	\$ 1,750
B. Main Building	
1. Install permanent steps to window and fire escapes, etc. (Item E-15)	1,000
2. Provide Underwriter's Laboratory approved fire alarm system with alarm switches on each floor and basement (Item E-17)	3,600
C. Children's Cottage	
1. Provide two chute fire escapes from second floor (Item G-29)	4,000
2. Automatic fire alarm system (Item G-31)	4,050
D. Jordan Hall	
Provide fire escape (Item H-33)	1,500
E. Palmer Hall	
Provide automatic fire alarm system (Item D-10)	4,050
F. 20% to cover contingencies	3,990
G. Architect's fee (5%)	1,200
Total estimated expenditures	\$25,140

and authority was granted to negotiate for the services of an architect, and to request the Budget and Financial Control Committee to approve the project and the transfer of the funds indicated.

September 11, 1959 - Iowa Braille and Sight-Saving School

PHYSICAL EDUCATION BUILDING AND EQUIPMENT - PLANS AND SPECIFICATIONS. Upon the recommendation of the Building and Business Committee the final plans and specifications for the Physical Education Building were approved and authority was granted to advertise for bids.

STORM DAMAGE. The Building and Business Committee reported that on May 28, 1959, a severe storm damaged many buildings on the campus of the Iowa Braille and Sight-Saving School, and that the repairs have been made at a cost summarized as follows:

Materials	\$ 91.78
Labor - Roy O. Dufresne, contractor	374.25
Plant labor - School	<u>30.00</u>
Total cost	\$496.03

Upon the recommendation of the Building and Business Committee, authority was granted to request the Budget and Financial Control Committee to allocate \$496.03 from the General Contingent Fund to reimburse the Iowa Braille and Sight-Saving School for the repair of the damage caused by storm.

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STATE SANATORIUM

The following business relating to the State Sanatorium was transacted on September 11, 1959:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the State Sanatorium for the months of July and August, 1959, were approved and ratified.

BUILDING 53 - KITCHEN, DINING ROOM AND PATIENTS' ROOMS - FINAL REPORT. Upon the recommendation of the Building and Business Committee the following final report, dated September 10, 1959, of Building 53 - Kitchen, Dining Room and Patients' Rooms, was accepted:

Receipts

Appropriation, 56th G.A., 5-2-6-1-56	\$477,000.00	
Transferred from 7-2-4-1-55	2,769.85	
Transferred from 7-2-4-2-55	<u>3,437.80</u>	
Total state appropriations	\$483,207.65	
Federal grant	\$107,655.00	
Sales tax refunds		
Langer and Associates, Inc.	\$3,176.16	
C. F. Puth Co., Inc.	1,210.59	
Acme Electric Company	<u>353.26</u>	
Total sales tax refunds	\$4,740.01	
Total receipts		\$595,602.66

Expenditures

Advertising public hearing and for bids	\$ 47.95	
Architectural services, Dane D. Morgan & Associates	26,845.38	
Contracts		
General - Langer and Associates, Inc.	314,460.45	
Plumbing, heating and ventilating, C.F. Puth Co.	102,813.37	
Electrical - Acme Electric Company	28,857.47	
Kitchen Equipment - Hertzels Equipment Co.	90,776.22	
Rehabilitation Equipment	<u>23,555.90</u>	
Total expenditures		\$587,356.74
Cash balance available		\$ 8,245.92

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STATE UNIVERSITY OF IOWA

The following business relating to the State University of Iowa was transacted on September 11, 1959:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the State University of Iowa for the months of July and August, 1959, were approved and ratified.

DEATHS. Mr. Gillette stated that Provost Davis had reported deaths, as follows, to the Educational Policy Committee:

Dr. Arthur Steindler, distinguished service professor emeritus, Department of Orthopedic Surgery, College of Medicine, on July 21, 1959. Dr. Steindler was 81 years of age at the time of his death, was a native of Vienna, Austria, and had been a member of the staff since 1913 and head of Orthopedic Surgery from 1920 until his retirement in 1949. His reputation as an orthopedic surgeon and teacher was worldwide.

Harold M. Howard, wrestling coach (retired), Division of Physical Education and Intercollegiate Athletics, on August 8, 1959, at Iowa City. Mr. Howard had been a member of the staff for thirty years prior to his retirement in 1952.

Paul Sayre, professor in the College of Law, on August 10, 1959, at Iowa City. Professor Sayre had been on the University staff since 1930.

Fred W. Ambrose, chief of Plant Utilization and Additions, on August 26, 1959, at Iowa City. Mr. Ambrose had been a member of the University staff since 1941, as superintendent of the Physical Plant for three years, and as secretary and business manager from 1944 to 1954.

RESIGNATION. Upon the recommendation of the Educational Policy Committee and Provost Davis the resignation of Mary Margaret Lohr, associate professor and chairman, Psychiatric Nursing Department, College of Nursing, was accepted effective as of August 14, 1959. She will take further educational work in New York City.

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LEAVES OF ABSENCE. Upon the recommendation of the Educational Policy Committee and Provost Davis leaves of absence were granted as follows:

Richard P. Carlson, associate professor in the Department of Physics, College of Liberal Arts, for the academic year 1959-1960, without salary or insurance, to accept a Guggenheim Fellowship for study at Oxford University.

Alexander C. Kern, professor in the Department of English, College of Liberal Arts, an extension of the leave of absence now in effect for the academic year 1959-1960, without salary or insurance, to work under a Rockefeller Foundation grant at the University of Ankara, Turkey.

SALARY INCREASES. Mr. Gillette reported that, with the approval of other members of the Educational Policy Committee in accordance with the policy for handling summer interim business, he had approved the recommendation of President Hancher that the following salary increases be granted:

Clarence P. Berg, professor in the Department of Biochemistry, College of Medicine, salary increased from \$12,500 to \$14,000, plus insurance programs, twelve months' basis, effective as of July 1, 1959; salary to be paid as follows: Account A 500, line 2, \$12,500; Account Q 939, \$1,500.

George Kalnitsky, professor in the Department of Biochemistry, College of Medicine, salary increased from \$11,500 to \$12,500, plus insurance programs, twelve months' basis, effective as of July 1, 1959; salary to be paid as follows: Account A 500, line 3, \$11,500; Account Q 939, \$1,000.

John P. Hummel, associate professor in the Department of Biochemistry, College of Medicine, salary increased from \$10,000 to \$10,500, plus insurance programs, twelve months' basis, effective as of July 1, 1959; salary to be paid as follows: Account A 500, line 5, \$10,000; Account Q 939, \$500.

Upon the recommendation of the Educational Policy Committee the foregoing report was approved and the actions ratified.

APPOINTMENT. Upon the recommendation of the Educational Policy Committee and Provost Davis, Robert Edward Belding was appointed associate professor (indefinite) in the College of Education, at a salary of \$7,500 plus insurance programs, nine months' basis, effective September, 1959; salary to be paid as follows: Account A 350, line 10, \$500; Line 20, \$7,000.

September 11, 1959 - State University of Iowa

FACULTY DISMISSAL PROCEDURE. At the meeting of the Board on June 18-19, 1959, President Hancher submitted a proposed Procedure for Handling Faculty Dismissal Cases; and consideration of the proposal was carried over until the September meeting. (See page 451, Board minutes of June 18-19, 1959.)

Upon the recommendation of the Educational Policy Committee the following procedure for handling faculty dismissal cases at the State University of Iowa was approved and adopted:

Preamble: The following procedure is adopted for the handling of cases in which the issue is whether a faculty member should be discharged from employment. It is a dismissal procedure; it is not a grievance procedure, which is to say that failure to grant promotions, leaves of absence, salary increases, or renewals of term appointments is not a basis for invoking this procedure. It is designed to serve the best interests and to be fair to both the individual concerned and to the University.

This procedure recognizes the statutory power of the State Board of Regents to employ and to discharge members of the faculty of this University. Iowa Code Section 262.9(2)(1958). The establishment of a procedure for handling dismissal cases is an attempt to provide a reasonable means of furnishing to the Regents a sound basis for their decision and to provide reasonable guarantees of compliance with enlightened standards of academic due process, especially as they are enunciated in the "1940 Statement of Principles of Academic Freedom and Tenure" by the American Association of University Professors and the Association of American Colleges. [44 A.A.U.P. Bull. No. 1A, p.290 (1958)] and most recently promulgated in the "Statement on Procedural Standards in Faculty Dismissal Proceedings" adopted by the Council of the American Association of University Professors in November 1957 and by the Association of American Colleges at its annual meeting in January 1958. 44 A.A.U.P. Bull. No. 1A, p. 270 (1958).

1. "Out of Court" Settlement. If a question of fitness arises regarding a faculty member who has tenure or whose term of appointment as a faculty member has not expired, every effort should be made to settle it "out of court". That is, before any formal action is taken, conscientious attempts should be made to adjust the matter in conversations between the faculty member concerned and his department head or his dean. If these fail, there should be at least one relatively informal conference of the faculty member, the dean or head of his department, and a representative of the President. To this conference the faculty member should have the privilege of bringing a colleague of his own choosing.

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2. Preliminary Investigation. If agreement cannot be reached "out of court", the President should request the University Faculty Council to appoint a committee of three to inquire quickly and informally into the affair and to decide whether in their opinion formal proceedings are justified. If in reporting to the President this committee recommends such proceedings, or if the President regardless of the Committee's recommendations wishes them, formal proceedings should begin.

3. Written Statements. Formal proceedings should begin by a written set of specifications from the President outlining with reasonable particularity the grounds for proposed dismissal and stating as fully as may be the facts relied on for dismissal and names of witnesses to these facts, together with references to the rules or regulations allegedly broken. In addition, the specifications should outline in detail the procedure to be followed and should inform the faculty member concerning his procedural rights. If he wishes to contest the charges against him, the faculty member should reply in writing, answering each of the charges. He should be given sufficient time to prepare his reply, in no case fewer than twenty days or more than thirty days from the time he receives the formal charges. If he chooses, the faculty member may waive his right to a formal hearing, and allow his written statement to constitute his defense.

4. The Hearing Committee. As soon as the President sends formal charges to the faculty member concerned, he should inform the chairman of the University Faculty Council, and that body should select a group of seven faculty members to act as a hearing committee. In making this selection, the Faculty Council should try to pick men of objectivity and competence who are high in the regard of the faculty as a whole, and should wherever possible name a lawyer as one of the members of this committee. No member should be chosen from the University Faculty Council or from the preliminary committee of three. No member of the hearing committee should be junior in rank to the faculty member whose dismissal is proposed, and, except in exceptional circumstances, no member of the accused's department should serve on this committee. Full professors are eligible to sit on any hearing committee, including those appointed to hear the case of a faculty member who is also an administrative officer. The hearing committee should elect its own chairman.

5. The Hearing. First, the hearing committee should consider the formal charges and the faculty member's reply. If the faculty member has waived his right to a formal hearing, the committee should decide on the basis of available information whether or not the person concerned should be removed. If a hearing is not waived, it should be set for as early a date as is practicable. Hearings will ordinarily be closed, but the accused shall have the right to request an open meeting. In such case, the hearing committee shall make the final decision as to whether the hearing shall be open or closed. If the committee denies the accused's request for an open hearing it shall file a memorandum of decision as part of the record in the case giving reasons for the said denial. The hearing may be public or private, depending upon the committee's decision after consulting the President and the faculty member concerned.

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In case the facts are in dispute, the committee should determine the order of proof. The burden of proof should be on the administration, as the moving party. The President, or his representative, should be allowed to attend throughout the hearing and to assist in developing the case. However, the committee should normally conduct the question of witnesses and may request such additional evidence as the case seems to require. The accused should have the right to counsel, whose functions in developing the case parallel those of the President or his representative. The administration and the accused should have the right within reasonable limits to question orally all witnesses appearing before the committee. While formal rules of evidence and court procedure are not necessary, the committee establishing its own, the accused should have the right to confront adverse witnesses unless unusual circumstances cause the committee to decide otherwise. In every instance in which the committee does decide otherwise, all of the evidence and the identity of the witness must be disclosed to the accused.

All evidence should be duly recorded.

After the evidence is presented, the administration and the accused should be allowed a reasonable time to sum up and make oral argument; the committee may, if it likes, require written briefs. When the committee is satisfied that each side has had its full say, it should make its findings of fact and recommendations in private conference.

The hearing committee should make explicit findings on each of the formal charges presented, and should give reasons for each finding. The Faculty member and the President should immediately be given a copy of the findings of fact and recommendations together with a transcript of the record if requested. No publicity should be given out about the hearing or about the committee's actions until it is final; then only the President should have the authority to make the formal announcement of the committee's findings and recommendations.

6. The Regents' Decision. Since the Board of Regents has the final power in matters of dismissal, it may choose to review the case. Any such review should be based on the record of the hearing before the committee. The principals at the hearing should be given an opportunity for filing written briefs and for oral argument before the Regents. Should the Regents desire additional findings of fact or amplified recommendations or both, the case should be remanded to the hearing committee, which should then be given time to reconsider, perhaps to take new evidence. Amended findings of fact and recommendations should then be framed by the committee and transmitted to the faculty member and to the President as before. Thereafter the Regents should render a final decision.

7. Suspension of the Faculty Member. Suspension of the faculty member during the proceedings involving him is justified only if immediate harm to himself or others is threatened by his continuance. Unless legal considerations forbid, any such suspension should be with pay.

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NEW COURSES - CHEMISTRY - PHARMACY. Mr. Gillette stated that the Committee on Educational Coordination reported to the Educational Policy Committee that it had received from Provost Davis a request for two new courses in Chemistry and one new course in Pharmacy; that, inasmuch as these had not yet been presented to the Board, no action was taken; and that it was the opinion of all, however, that none of these courses represented developments of new programs but were concerned with bringing up to date the offerings in the two departments and, therefore, should probably be regarded as administrative changes in the University.

RULES AND REGULATIONS - ADMISSION REQUIREMENTS - FIVE-YEAR PROGRAM - COLLEGE OF PHARMACY. On September 4, 1959, President Hancher mailed to all Board members copies of proposed Requirements for Admission to the College of Pharmacy, and for the degree, Bachelor of Science in Pharmacy, to become effective in September, 1960.

Upon the recommendation of the Educational Policy Committee the proposed Requirements for Admission to the College of Pharmacy and for the degree, Bachelor of Science in Pharmacy, were referred to the Iowa Committee on Secondary School and College Relations, and, if approved by that Committee, to the Attorney General of Iowa for approval as to form and legality, after which they are to be again submitted to the Board for adoption.

RULES AND REGULATIONS - ADMISSION REQUIREMENTS - COLLEGE OF NURSING. On September 4, 1959, President Hancher mailed to all Board members copies of proposed Requirements for Admission to the College of Nursing, to become effective in September, 1960.

Upon the recommendation of the Educational Policy Committee the proposed Requirements for Admission to the College of Nursing were referred to the Iowa

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Committee on Secondary School and College Relations, and, if approved by that Committee, to the Attorney General of Iowa for approval as to form and legality, after which they are to be again submitted to the Board for adoption.

BENJAMIN F. SHAMBAUGH MEMORIAL FUND - INVESTMENT. The Finance Committee reported that on August 11, 1959, it had authorized the reinvestment of \$34,000 belonging to the Benjamin F. Shambaugh Memorial Fund in U. S. Treasury 4 3/4% notes due 5/15/64 at 101.6 to yield approximately 4.47%; and upon the recommendation of the Building and Business Committee the action of the Finance Committee was approved and ratified. (See page 244, Board minutes of February 12-13, 1959.)

EXPLOSION AND FIRE DAMAGE - CHEMISTRY BUILDING. The Building and Business Committee reported that on July 8, 1959, the Budget and Financial Control Committee allocated \$712.00 from the General Contingent Fund to reimburse the State University of Iowa for the explosion and fire damage in the Chemistry Building. (See page 457, Board minutes of June 18-19, 1959.)

LAND PURCHASES. The Building and Business Committee reported that on August 3, 1959, the Executive Council of Iowa had approved the action of the State Board of Regents authorizing the purchase of the following properties: (See pages 458 and 460, Board minutes of June 18-19, 1959.)

Melville Fitzgerald, 120 West Market Street, Iowa City, Iowa
Chase R. Weeber, et al, 219 Riverview Street, Iowa City, Iowa

STUDENT INFIRMARY WITHOUT EQUIPMENT - PUBLIC HEARING - BIDS - CONTRACTS. The Building and Business Committee submitted the following report:

At 2 p.m., September 3, 1959, a meeting was held in the Senate Chamber in the Old Capitol, State University, Iowa City, Iowa, with the following present: Chairman Gernetzky, of the Finance Committee; Vice President Jolliffe, Business

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Manager Mossman, Superintendent Horner, and Designer-Draftsman Jordison, of the State University.

Public Hearing. Mr. Gernetzky reported that at 1:30 p.m., September 3, 1959, a public hearing about the construction of a Student Infirmary Without Equipment was held in the Office of the Division of Planning and Construction, Physical Plant Department, State University of Iowa, and that no objections were filed and no objectors appeared.

Bids. At 2 p.m., bids were received and opened for the construction of a Student Infirmary, a tabulation of which was ordered placed on file; and the bids were turned over to State University of Iowa officials for analysis and to make a recommendation to the State Board of Regents regarding the awarding of contracts.

Certified Checks. The certified checks filed with the bids were delivered to Superintendent Horner with instructions to return all but those attached to the three low bids for each contract.

Upon the recommendation of the Building and Business Committee the contracts for the construction of the Student Infirmary Without Equipment were awarded to the low bidders, as follows, subject to approval and allocation of \$81,000 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 Paulson Construction Company, West Branch, Iowa, on the basis of that firm's low bid, as follows:		
Base bid	\$58,925	
Alt. 4, deduct	<u>2,638</u>	
Contract price		\$56,287
Plumbing, heating and ventilating contract to Mulford Plumbing & Heating Company, Iowa City, Iowa, on the basis of that firm's low base bid of		12,750
Electrical contract to Fandel Electric Company, Cedar Rapids, Iowa, on the basis of that firm's low base bid of		8,448

STUDENT INFIRMARY WITHOUT EQUIPMENT - REVISED PROJECT BUDGET. Upon the recommendation of the Building and Business Committee the following revised project budget for the Student Infirmary Without Equipment was adopted. (See page 335, Board minutes of April 9-10, 1959.)

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<u>Funds available</u>		
Appropriation, 58th General Assembly		\$85,000
<u>Estimated expenditures</u>		
Planning and supervision	\$ 4,000	
Construction contracts	77,485	
Contingencies	<u>4,165</u>	
	\$85,650	
Less estimated sales tax refunds	<u>650</u>	
Net total estimated expenditures		\$85,000

LAKESIDE LABORATORY - TOILET FACILITIES. The Building and Business Committee reported that on August 8, 1959, the State University of Iowa received quotations for toilet facilities (bathhouse addition) at Lakeside Laboratory, as follows: (See page 28, Board minutes of August 26, 1959.)

Manogue Construction Company, Spirit Lake, Iowa	\$10,980.00
George F. Rich, Okoboji, Iowa	10,362.61

Upon the recommendation of the Building and Business Committee the quotations received for toilet facilities at Lakeside Laboratory were rejected, because they exceeded the estimated cost of \$6,500; and authority was granted to include the toilet facilities (bathhouse addition) in the plans and specifications for the cottage units and the library study hall unit. (See page 334, Board minutes of April 9-10, 1959.)

LIBRARY ADDITION WITHOUT EQUIPMENT - REVISED DESCRIPTION AND PROJECT BUDGET.

Upon the recommendation of the Building and Business Committee the project description for the Library Addition Without Equipment was amended to provide for air conditioning the west half of the first and second floors in the present Library, and the architects, Parish and Richardson, were instructed to prepare specifications so that alternates would be taken on this portion of the work to assure that contracts could be awarded within the appropriated amount; and the following revised project budget was adopted: (See page 333, Board minutes of April 9-10, 1959.)

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Funds available

Appropriation, 58th General Assembly

\$828,400

Estimated expenditures

Construction costs

Work in present building	\$ 52,400	
Library addition	615,200	
Air conditioning in present building	<u>69,510</u>	\$737,150
Architect's fee		30,356
Supervision		14,743
Utility connections		22,000
Contingencies		<u>24,151</u>
Total estimated cost		\$828,400

LIBRARY ADDITION WITHOUT EQUIPMENT - ARCHITECT'S FEE - AMENDMENT TO CONTRACT.

At the meeting of the State Board of Regents on May 7-8, 1959, the proposal of Parish and Richardson, Davenport, Iowa, for architectural services in association with the Division of Planning and Construction for the Library Addition Without Equipment, on a fee basis of 4%, was accepted. (See page 396, Board minutes of May 7-8, 1959.)

Upon the recommendation of the Building and Business Committee, an amendment to the contract with Parish and Richardson for architectural services for the Library Addition and Equipment providing for an increase of 1.25% in their fee for the air conditioning in the present Library structure, or a total fee of 5.25% of the cost of that part of the project, was approved and the Secretary of the State Board of Regents was authorized to sign the amendment.

PSYCHOPATHIC HOSPITAL ADDITION AND EQUIPMENT FOR EXPANDED PROGRAM OF RESEARCH, TEACHING AND TRAINING - FEDERAL FUNDS. The Building and Business Committee reported that the Secretary of the State Board of Regents had signed a revised application to the United States Department of Health, Education and Welfare (National Institute of Health) for a federal grant of \$235,525 for the Psychopathic Hospital Addition and Equipment for Expanded Program of Research, Teaching and Training (Research Addition to State Psychopathic Hospital, Project No. RC-598.) The original application was for \$202,259. (See page 452, Board

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minutes of June 18-19, 1959.) Upon the recommendation of the Building and Business Committee the foregoing report was approved and the action of the Secretary was ratified.

ART BUILDING REMODELING - AUDITORIUM SEATS (SPECIAL RR&A) - PURCHASE ORDER.

The Building and Business Committee reported that on August 27, 1959, the Finance Committee authorized issuance of a purchase order to J. S. Latta & Son, Cedar Falls, Iowa, for 300 auditorium type chairs to be installed as specified in the Art Building (Art Building Remodeling), on the basis of that firm's low quotation of \$26.95 each, or a total of \$8,085; and, upon the recommendation of the Building and Business Committee the report was approved and the action ratified. (See Finance Committee minutes of August 27, 1959.)

DEY HOUSE REMODELING. Upon the recommendation of the Building and Business Committee authority was granted to renovate and remodel the Dey House for the Institute of Public Affairs at an estimated cost of \$12,945, to be paid from the funds for Repairs, Replacements and Alterations.

DISPOSAL OF HOUSE - 308 GRAND AVENUE. Upon the recommendation of the Building and Business Committee authority was granted to take bids and sell the house located at 308 Grand Avenue, Iowa City, Iowa; and the Finance Committee was authorized to accept the best bid.

HAWKEYE APARTMENTS - REIMBURSEMENT FOR ROADWAY CONSTRUCTION - IOWA STATE HIGHWAY COMMISSION. The Building and Business Committee reported that the general construction contract for Hawkeye Apartments included the construction of a roadway on the project, the roadway to consist of a 6" concrete slab, 20' in width and approximately 2,200 feet in length, estimated to cost \$24,500

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including grading, forming and concrete. Upon the recommendation of the Building and Business Committee authority was granted to request the Iowa State Highway Commission for reimbursement of the cost of the institutional road construction at the Hawkeye Apartments site in accordance with the provisions of Chapter 207, 58th G.A. (House File 656)

EDUCATIONAL DATA PROCESSING CENTER - FINANCING. Secretary Dancer reported that on September 9, 1959, members of the Finance Committee and officials of the State University had conferred with officials of Iowa-Des Moines National Bank, Central Life Assurance Company, and the Attorney General, regarding the financing of the Educational Data Processing Center, and that the financial institutions had agreed to consider the proposed financing plan.

IOWA MEMORIAL UNION - UNITS IV, V AND VI - ARCHITECT. The Building and Business Committee reported that several years ago the Iowa Memorial Union Corporation had employed Tinsley, Higgins, Lighter & Lyon, Architects, Des Moines, Iowa, as architects for the Iowa Memorial Union additions.

Upon the recommendation of the Building and Business Committee, authority was granted to negotiate with Tinsley, Higgins, Lighter & Lyon for a contract for architectural services for Units IV, V, and VI, Iowa Memorial Union which would supersede and replace the contract that firm has with the Iowa Memorial Union Corporation.

IOWA MEMORIAL UNION - UNITS IV, V AND VI. Mr. Barlow reported that the Building and Business Committee would submit for consideration at the October, 1959 Board meeting its report and recommendations regarding Units IV, V, and VI of the Iowa Memorial Union.

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DISPOSAL OF HOUSE - 231 EAST PARK ROAD. The Building and Business Committee reported that on August 27, 1959, the Finance Committee had accepted the high bid of \$325.00 submitted by Louis Subeck for the house located at 231 East Park Road, Iowa City, Iowa; and, upon the recommendation of the Building and Business Committee the report was accepted and the action of the Finance Committee was ratified. (See page 11, Board minutes of July 20, 1959, and Finance Committee minutes of August 27, 1959.)

RENOVATE HEAD SPECIALTIES OPERATING SUITE, UNIVERSITY HOSPITAL (TOWER SECTION).

The following resolution was submitted:

WHEREAS, the 58th General Assembly appropriated \$30,000 to Renovate Head Specialties Operating Suite (University Hospital) at the State University of Iowa; now, therefore,

BE IT RESOLVED:

1. That the expenditure of \$30,000 to Renovate Head Specialties Operating Suite, University Hospital (SPECIAL RR&A), at the State University of Iowa, is for the best interests of the state.
2. That the project, estimated to cost \$30,000, and the following project description be approved:

The area involved is the south half of the east side of the second floor tower section now consisting of six rooms used for ERG testing, doctors' dressing room, anesthesia rooms and instrument and linen storage for Otolaryngology and Ophthalmology. This space serves an area of five operating rooms, four of which are used by Otolaryngology and one by Ophthalmology.

The proposed renovation will provide five operating rooms for Otolaryngology and three for Ophthalmology, plus instrument and linen storage space. The doctors' dressing room and ERG testing will be moved to other space. Anesthetics will be administered to patients in the operating rooms.

The renovations will consist of the following major items:

- a. Construction of a second story outside wall above a first floor extension to provide a hallway east of the present rooms. Included will be flooring, roofing, lighting and finishing.

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- b. Removal of present partitions and installation of new partitions to provide a more efficient arrangement of the present space.
- c. Installation of air conditioning in remodeled space.

3. That the Division of Planning and Construction of the Physical Plant Department of the State University of Iowa be designated as architect and as clerk-of-the-works and authorized to proceed with the preparation of plans and specifications.

4. That the Budget and Financial Control Committee be requested to approve the determination by the State Board of Regents that the expenditure of \$30,000 to Renovate Head Specialties Operating Suite, University Hospital (Special RR&A), at the State University of Iowa is for the best interests of the state and to approve the project description and estimate of cost.

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

PHARMACY BUILDING WITHOUT EQUIPMENT - FEDERAL FUNDS. The Building and Business Committee reported that the Secretary of the State Board of Regents had signed an application to the United States Public Health Service for a grant of federal funds in the amount of \$340,682 for the Pharmacy Building; and, upon the recommendation of the Building and Business Committee the report was approved and the action of the Secretary was ratified.

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IOWA STATE TEACHERS COLLEGE

The following business relating to the Iowa State Teachers College was transacted on September 11, 1959:

REGISTER OF PERSONNEL CHANGES. Upon the recommendation of the Educational Policy Committee the actions reported in the register of personnel changes at the Iowa State Teachers College for the months of June, July and August, 1959, were approved and ratified.

DEATH. Mr. Gillette stated that President Maucker had reported to the Educational Policy Committee the death on August 2, 1959, of Tom A. Lamke, Coordinator of Research and Assistant to the Dean of Instruction. He had been a member of the staff since 1945.

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

Wallace Anderson, from professor of English, at a salary of \$8,900 for the academic year, to professor of English (half-time) and assistant dean of Instruction (half-time), beginning September 1, 1959, at a salary of \$10,340 for the fiscal year, twelve months' basis.

Howard T. Knutson, from professor of Education at a salary of \$8,750 for the academic year, to professor of Education (half-time) and assistant to the Dean of Instruction and director of the summer session (half-time), effective September 1, 1959, at a salary of \$10,200 for the fiscal year, twelve months' basis.

Gordon J. Rhum, from professor of Education, at a salary of \$8,350 for the academic year, to professor of Education (half-time) and coordinator of Research and Evaluation (half-time), at a salary of \$9,885 for the period September 1, 1959, through August 31, 1960.

FACULTY TURNOVER. President Maucker submitted, for information of Board members, a report of faculty turnover during the year September 8, 1958, to September 8, 1959, inclusive.

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1959 SUMMER SESSION - ENROLLMENT AND SPECIAL PROGRAMS - REPORT. The Educational Policy Committee reported that President Maucker had stated that the 1959 summer session enrollment was up from 5% to 8%, and had reported about the two special programs carried on during the 1959 summer session: (See page 69, Board minutes of September 11-12, 1958.)

1. An accelerated program for a selected group of students.
2. A provisional admissions program.

SECOND STANDARDS AND DIRECTIONS COMMITTEE. Mr. Gillette stated that President Maucker had reported to the Educational Policy Committee that the second Standards and Directions Committee had been appointed, with a two-year assignment, and with Donald Rod, associate professor and head of Library Science and head librarian, as chairman of the committee. (See page 468, Board minutes of June 18-19, 1959.)

IMPROVEMENT OF STANDARDS - ADMISSION OF FRESHMEN. At the meeting on June 18-19, 1959, the recommendation "That the point at which freshmen would generally be accepted for admission be changed from 'upper one-half' of high school graduating class to 'upper forty per cent', was referred to the Iowa Committee on Secondary Schools and College Relations and the Committee on Educational Coordination for consideration as a possible amendment of the Admission Requirements adopted by the State Board of Regents on November 14, 1958. (See page 468, Board minutes of June 18-19, 1959.)

The Educational Policy Committee reported that the committees had recommended the following:

Iowa Committee on Secondary Schools and College Relations, that no change be made in the admission requirements for freshmen at this time.

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Committee on Educational Coordination, that the rule recently adopted for all Board of Regents institutions, admitting students in the upper 50% of their class, be given a trial before considering a further change. (See page 148, Board minutes of November 13-15, 1958.)

Upon the recommendation of the Educational Policy Committee no change was made in the requirements for the admission of freshmen to the Iowa State Teachers College.

IMPROVEMENT OF STANDARDS - DROPPING COURSES. At the meeting held on June 18-19, 1959, the recommendation "That students be allowed less time in which they may drop courses without penalty" was referred to the Committee on Educational Coordination for consideration and to report back the policy at the State University of Iowa and at the Iowa State University.

The Educational Policy Committee reported that the time allowed for dropping courses without penalty at the three state institutions of higher education is as follows:

State University of Iowa	6 weeks
Iowa State University	The 2nd Friday of the quarter
Iowa State Teachers College	6 weeks

Upon the recommendation of the Educational Policy Committee the item is to be dropped from the docket with the understanding that the time allowed for dropping courses without penalty will be somewhat uniform at the three institutions.

CURRICULUM CHANGES. At the meeting held on June 18-19, 1959 the curriculum changes submitted by President Maucker were referred to the Committee on Educational Coordination for consideration and report back to the Committee. (See page 469, Board minutes of June 18-19, 1959.)

The Educational Policy Committee reported that the Committee on Educational Coordination had submitted the following report:

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"The Interinstitutional Committee, after carefully studying the proposed changes, recommended favorable action with the exception of a new course, 66:1-Introduction to Journalism. The question was raised whether this course is needed to prepare prospective teachers to be able to assist with high school papers and high school yearbooks. This type of course might imply that a major or a minor in journalism is in development. It is our understanding that such is not the case."

Upon the recommendation of the Educational Policy Committee the curriculum changes dated June 1, 1959, with the exception of a new course, 66:1 - Introduction to Journalism, 3 hours, in the Department of Languages, Speech and Literature, be approved effective with the 1960-1961 academic year.

CURRICULUM CHANGES - SUPPLEMENT. Upon the recommendation of the Educational Policy Committee the Supplement to Curriculum Changes, including a program for a Specialist In Education Degree, dated August 11, 1959, submitted by President Maucker was referred to the Committee on Educational Coordination for consideration and report back to the Educational Policy Committee.

AUDITORIUM BUILDING - ALTERATIONS TO MAIN AUDITORIUM CEILING - ACCEPTANCE. The Building and Business Committee reported that Business Manager Jennings had stated that the Alterations to Main Auditorium Ceiling, Auditorium Building, had been inspected by representatives of the Iowa State Teachers College and the contractor, N. H. Hansen, and it was 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 Alterations to Main Auditorium Ceiling, Auditorium Building, was accepted as of this date, September 11, 1959, from the contractor, N. H. Hansen, and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

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ASPHALTIC CONCRETE PAVING - ACCEPTANCE. The Building and Business Committee reported that Business Manager Jennings had stated that the Asphaltic Concrete Paving had been inspected by representatives of the Iowa State Teachers College and the contractor, Paul Ray Paving Company, and it was found that the work had been completed in accordance with the plans and specifications and contract documents. (See page 474, Board minutes of June 18-19, 1959.)

Upon the recommendation of the Building and Business Committee the Asphaltic Concrete Paving was accepted as of this date, September 11, 1959, from the contractor, Paul Ray Paving Company, and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

PURCHASE OF LAND - JOHN R. AND BEATRICE V. JONES - AMENDED OPTION. At the meeting held on August 26, 1959, the Business Manager of the Iowa State Teachers College reported that an amended option for the purchase of property had not been accepted by John R. and Beatrice V. Jones and, on motion, which was seconded and passed, the Attorney General was requested to institute condemnation proceedings for acquisition of the property. (See page 470, Board minutes of June 18-19, 1959; page 19, minutes of July 20, 1959; and page 31, minutes of August 26, 1959.)

The Building and Business Committee reported that on August 28, 1959, John R. and Beatrice V. Jones had signed the amended option, and the following resolution was submitted:

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

The North Thirty (30) acres of the East One Hundred (100) acres of the Southwest Quarter (SW 1/4) of Section No. Fourteen (14), Township No. 89 North, Range No. Fourteen (14) West of the 5th P.M. and excepting that part conveyed to the State of Iowa for road purposes as appearing in Book 87 of Land Deeds, Page 246 of the

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records of the County Recorder's Office of Black Hawk County, Iowa, and also excepting the buildings as now located on said premises.

WHEREAS, the Business Manager of the Iowa State Teachers College submitted a proposed option for purchase of property granted by the owners, John R. and Beatrice V. Jones, husband and wife, to the State Board of Regents at a price of \$56,000 and other considerations, the option to be exercised on or before October 15, 1959; now, therefore,

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

BE IT FURTHER RESOLVED that, subject to approval by the Executive Council of Iowa under the provisions of Section 262.9, 1958 Code of Iowa, and the Budget and Financial Control Committee, the Option for Purchase of Property described in this resolution be exercised and the property purchased from the owners, John R. and Beatrice V. Jones, at a price of \$56,000 payable from funds appropriated by the 58th General Assembly upon delivery of a satisfactory abstract of title and deed and possession of the property, with the understanding that John R. and Beatrice V. Jones or their lessees may continue to remain on the property without charge from date of possession to on or before November 1, 1962, and that all buildings on the property are to remain the property of John R. and Beatrice V. Jones and are to be removed on or before November 1, 1962, unless such removal is required earlier in accordance with the provisions of Paragraph 11 of the Option to Purchase Property.

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

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

Nay: None.

Absent or not voting: None.

The chairman declared the motion passed and the resolution adopted.

STUDENT UNION BUILDING (ADDITION TO AND REMODELING OF COMMONS) - CONSULTANT.

Upon the recommendation of the Building and Business Committee a proposed contract with Porter Butts, Planning Consultant, Madison, Wisconsin, for consulting services in the planning of the Student Union Building (Addition to and Remodeling of Commons) on a fee basis, as follows, was approved and the Business Manager of the Iowa State Teachers College was authorized to sign it:

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Stage #1, Preparation and submission of a Building Program	\$3,000
Stage #2, Review of Architect's preliminary floor plans, not exceeding 3 successive schemes or revisions of schemes, for operating and functional requirements	\$1,200
Stage #3, Detailed review and check of working drawings for initial units to be constructed for operating requirements and cost and efficiency factors	\$1,100

CAMPUS LABORATORY SCHOOL, UNIT C - EQUIPMENT FUNDS. Upon the recommendation of the Building and Business Committee, authority was granted to use \$4,363.50 of the funds appropriated for Section C of Campus Laboratory School and Equipment, 56th G.A., to purchase equipment for Unit B subject to approval of the Budget and Financial Control Committee.

SALE OF LAND - CITY OF CEDAR FALLS - EXTENSION OF COLLEGE STREET. Mr. Barlow moved that the offer of the City of Cedar Falls, Iowa, to purchase approximately one acre of land owned for the use and benefit of the Iowa State Teachers College, and not needed for educational purposes, at a price of \$2,300 be accepted, subject to approval by the Executive Council of Iowa, the land to be used for the extension of College Street. (See page 423, Board minutes of June 19-20, 1958; page 123, minutes of October 23-25, 1958; page 408, minutes of May 7-8, 1959; and page 477, minutes of June 18-19, 1959.)

Approved by Executive Council December 14, 1959.

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

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

Nay: None.

Absent or not voting: None.

The chairman declared the motion passed.

CITY OF CEDAR FALLS - ANNEXATION OF LAND. The following resolution was submitted:

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WHEREAS, it appears desirable and for the best interests of the Iowa State Teachers College and the State of Iowa to have included within the corporate limits of the City of Cedar Falls, Iowa, certain territory belonging to the State of Iowa, being a part of the campus of the Iowa State Teachers College, and which said territory now adjoins the corporate limits of said City and being hereinafter more particularly described; now, therefore,

BE IT RESOLVED by the State Board of Regents that said Board for and on behalf of the State of Iowa hereby approves the annexation of said territory to and by the City of Cedar Falls, Iowa; and

BE IT FURTHER RESOLVED that the secretary of the State Board of Regents be authorized and directed to make application in writing, under the provisions of Section 362.30, 1958 Code of Iowa, to the City Council of the City of Cedar Falls, Iowa, for and on behalf of the said Board requesting the annexation to said City of the following described territory, containing approximately 55.43 acres:

A part of the South 70 acres of the East 100 acres of the Southwest Quarter of Section No. 14, Township No. 89 North, Range No. 14 West of the Fifth Principal Meridian, Black Hawk County, Iowa, described as follows:

Beginning at a point that is 50 feet North and 564 feet West of the Southeast corner of said Southwest Quarter of Section 14-89-14, thence north a distance of 472.3 feet along a line parallel with and 564 feet West of the East line of said Southwest Quarter to a point that is 522.3 feet north of the South line of said Southwest Quarter; thence East a distance of 300 feet along a line parallel with and 522.3 feet North of the South line of said Southwest Quarter; thence North a distance of 1334.9 feet along a line parallel with and 264 feet West of the East line of said Southwest Quarter to a point in the North line of the South 70 acres of the East 100 acres of said Southwest Quarter; thence West a distance of 1089.26 feet along the North line of said South 70 acres of the East 100 acres of the Southwest Quarter to a point that is 30 feet West of the West line of the East one-half of said Southwest Quarter; thence South a distance of 1807.35 feet along a line parallel with and 30 feet West of the West line of the East one-half of said Southwest Quarter to a point 50 feet North of the South line of Section 14; thence East a distance of 788.6 feet along a line that is parallel with and 50 feet North of the South line of Section 14 to the point of beginning and being the real estate platted as Crestview Heights, in Black Hawk County, Iowa; and

All that part of the South 70 acres of the East 100 acres of the Southwest Quarter of Section No. 14, Township No. 89 North, Range No. 14 West of the Fifth Principal Meridian, Black Hawk County, Iowa, lying West of the West line of said Crestview Heights, in Black Hawk County, Iowa, excepting that part thereof conveyed to Black Hawk County, Iowa, by deed recorded in Book 115 of Land Deeds, at page 427.

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

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

Nay: None.

Absent or not voting: None.

The chairman declared the motion passed.

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IOWA STATE UNIVERSITY

The following business relating to the Iowa State University was transacted on September 11, 1959:

SUMMER INTERIM BUSINESS - REPORT OF EDUCATIONAL POLICY COMMITTEE. Mr. Gillette reported that, with the approval of other members of the Educational Policy Committee in accordance with the policy for handling summer interim business, he had approved recommendations of President Hilton and taken actions, as follows: (See page 432, Board minutes of June 18-19, 1959.)

Resignations. Resignations were accepted, as follows:

Kenneth K. Barnes, professor in the Department of Agricultural Engineering, College of Agriculture, and the Agricultural Engineering and Agricultural Adjustment Center, Agricultural and Home Economics Experiment Station, effective September 25, 1959, to accept a position in the College of Agriculture at the University of Arizona.

William M. Drane, Captain, United States Navy, professor and head of the Department of Naval Science and Tactics, College of Sciences and Humanities, effective as of July 31, 1959. (Official transfer of duty.)

Iver J. Johnson, professor in the Department of Agronomy (Farm Crops), College of Agriculture and Agricultural and Home Economics Experiment Station, effective September 15, 1959, to accept a position as research director of Caladino Farm Seeds, Inc., Willows, California.

John T. Bell, Jr., associate professor in the Department of Veterinary Anatomy, College of Veterinary Medicine and the Veterinary Medical Research Institute, effective September 15, 1959, to accept a position in the Department of Veterinary Anatomy at Michigan State University.

I. Irving Holland, associate professor in the Department of Forestry, College of Agriculture and the Agricultural and Home Economics Experiment Station, effective September 15, 1959, to accept a position in the Department of Forestry at the University of Illinois.

Othmar J. Burger, associate professor in the Department of Agronomy (Farm Crops), College of Agriculture, effective September 15, 1959, to accept a position as assistant dean of the College of Agriculture, West Virginia University.

John A. Greenlee, professor in the Department of Science, College of Sciences and Humanities, effective September 30, 1959, to accept a position with the Collins Radio Company, Cedar Rapids, Iowa.

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Leaves of Absence. The following leaves of absence were granted:

Margherita Tarr, associate professor in the Department of Landscape Architecture, Cooperative Extension Service in Agriculture and Economics, for the period August 1, 1959, to August 16, 1959, without salary, because of ill health.

Arthur L. Anderson, professor in the Department of Animal Husbandry, College of Agriculture, for the period September 1, 1959, to January 31, 1960, without salary, to accept an appointment with the International Cooperation Administration in Korea.

H. B. Howell, professor in the Department of Agricultural Economics and Rural Sociology, Cooperative Extension Service in Agriculture and Home Economics, for the period September 10, 1959, to November 9, 1959, without salary, to consult with the Commission for Economic Development of the Government of Argentina,

W. H. Stacy, associate professor in the Department of Agricultural Economics and Rural Sociology, Cooperative Extension Service in Agriculture and Home Economics, for the period September 1, 1959, to May 31, 1960, without salary, to accept a foreign service appointment in Korea with the Near East Foundation.

Lanoy N. Hazel, professor in the Department of Animal Husbandry, College of Agriculture, Agricultural and Home Economics Experiment Station, and Trusts and Specials (Agricultural and Home Economics Experiment Station), for the period September 16, 1959, through October 31, 1959, without salary, to accept an assignment as technical adviser to the Commission for Economic Development of the government of Argentina.

Earl O. Heady, distinguished professor in the Department of Economics and Rural Sociology, College of Agriculture, and executive director of the Agricultural Adjustment Center, Agricultural and Home Economics Experiment Station and Cooperative Extension Service in Agriculture and Home Economics, for the period August 12, 1959, to September 28, 1959, with salary. He has been invited to India to explore the possibilities of setting up a program for improving graduate training and research in Agricultural Economics, sponsored by the Rockefeller Foundation. (See page 120, Board minutes of November 14-15, 1957.)

Promotion. Richard L. Handy, from assistant professor in the Department of Civil Engineering, College of Engineering, at a salary of \$8,000, twelve months' basis, plus annuity, to associate professor, Department of Civil Engineering, College of Engineering, with no change in salary, effective September 1, 1959.

Appointments. The following appointments were made:

J. Carroll Bottum, visiting professor and consultant, Trusts and Specials (W. K. Kellogg Foundation), Agricultural Adjustment Center, at a salary of \$9,400 for six months, June 16, 1959, through December 15, 1959.

Ivar Johansson, visiting professor in the Department of Animal Husbandry, College of Agriculture, at a salary of \$5,400, nine months' basis, for the period September 1, 1959, through November 30, 1959.

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Dale Swartzendruber, visiting associate professor in the Department of Agronomy (Soils), College of Agriculture and Agricultural and Home Economics Experiment Station, at a salary of \$10,800, twelve months' basis, for the period July 1, 1959, through August 31, 1959.

Margaret K. Yoder, associate professor and district home economics supervisor, Cooperative Extension Service in Agriculture and Home Economics, at a salary of \$9,000, twelve months' basis, effective September 16, 1959, through June 30, 1960.

Upon the recommendation of the Educational Policy Committee the foregoing actions taken during the summer interim were approved and ratified.

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 months of June, July and August, 1959, were approved and ratified.

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

Raymond W. Fahien, associate professor in the Department of Chemical Engineering, College of Engineering, and engineer in the Institute for Atomic Research, for the period September 1, 1959, through June 30, 1960, without salary. He will be at the University of Wisconsin as the recipient of a National Science Faculty Fellowship.

Jesse M. Scholl, associate professor in the Department of Agronomy (Farm Crops), College of Agriculture and the Agricultural and Home Economics Experiment Station, for the period September 10, 1959, through November 9, 1959, without salary. He will act as specialist for the Commission of Economics Development of the Argentine Government.

Leonard Z. Eggleton, professor of Poultry Husbandry, Cooperative Extension Service in Agriculture and Home Economics, Trusts and Specials, for the period September 21, 1959, to October 5, 1959, without salary, to accept a consulting position to make an egg marketing survey.

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

Hazzle L. Self, associate professor in the Department of Animal Husbandry, Cooperative Extension Service in Agriculture and Home Economics, and the Agri-

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cultural and Home Economics Experiment Station, at a salary of \$10,500, twelve months' basis, Federal Civil Service, effective October 1, 1959.

Richard H. Crockett, Colonel, United States Marine Corps, professor and head of the Department of Naval Science and Tactics, College of Sciences and Humanities, salary to be paid by the United States Navy, twelve months' basis, effective as of September 2, 1959.

Henry M. Owen, Jr., Lieutenant Colonel, Artillery, associate professor in the Department of Military Science and Tactics, College of Science and Humanities, salary to be paid by the United States Army, twelve months' basis, effective as of August 1, 1959.

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

Mary S. Lyle, from professor in the Department of Home Economics Education, College of Home Economics, and in Home Economics, Agriculture and Home Economics Experiment Station, at a salary of \$8,400 twelve months' basis, plus annuity, to distinguished professor and chairman of the Department of Home Economics Education, College of Home Economics, and in Home Economics Agriculture and Home Economics Experiment Station, at a salary of \$10,600, twelve months' basis, plus annuity, effective from July 1, 1959, through June 30, 1960.

William R. Lockhart, from associate professor in the Department of Bacteriology, College of Sciences and Humanities, at a salary of \$8,000, twelve months' basis, plus annuity, to associate professor and acting head of the Department of Bacteriology, College of Sciences and Humanities, and Bacteriology in the Agriculture and Home Economics Experiment Station, at a salary of \$8,500, twelve months' basis, plus annuity, effective as of July 1, 1959.

Roy H. Mattson, from assistant professor in the Department of Electrical Engineering, College of Engineering, and in Electrical Engineering, Engineering Experiment Station, at a salary of \$8,500, twelve months' basis, plus annuity, to associate professor in the Department of Electrical Engineering, College of Engineering, and in Electrical Engineering, Engineering Experiment Station, at a salary of \$9,500, twelve months' basis, plus annuity, effective October 1, 1959.

DEATH. Mr. Gillette stated that President Hilton had reported to the Educational Policy Committee the death, on August 13, 1959, of Robert E. Phillips, professor and head of the Department of Poultry Husbandry, College of Agriculture, Cooperative Extension Service in Agriculture and Home Economics, and Agricultural and Home Economics Experiment Station.

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HAWTHORN APARTMENTS - ADDITIONAL UNITS - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University and the contractor, Gethman Construction Company, had made final inspection of the Additional Units of Hawthorn Apartments and found that the general construction work had been completed in accordance with the plans and specifications and contract documents.

Upon the recommendation of the Building and Business Committee the general construction of the Additional Units of Hawthorn Apartments was accepted as of this date, September 11, 1959, from the Gethman Construction Company and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

PAMMEL DRIVE PAVING EXTENSION (SPECIAL RR&A) - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University and the contractor, Jackson Construction Company, had made final inspection of the Pammel Drive Paving Extension 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 Pammel Drive Paving Extension was accepted as of this date, September 11, 1959, from the contractor, the Jackson Construction Company, and payment of the final estimate in accordance with the provisions of Chapter 573, 1958 Code of Iowa, was authorized.

UNION DRIVE PAVING - ACCEPTANCE. The Building and Business Committee reported that representatives of the Iowa State University and the contractor, Jackson Construction Company, had made final inspection of the Union Drive Paving and

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FIRE DAMAGE - WEST STADIUM. Upon the recommendation of the Building and Business Committee the Secretary of the State Board of Regents was authorized to request the Budget and Financial Control Committee to allocate funds from the General Contingent Fund to reimburse the Iowa State University for repairing damage to a transformer and wiring in the West Stadium caused by a fire on August 1, 1959, the estimated damage being \$350.00.

RESOLUTION - DEPARTMENT OF DEFENSE - CLASSIFIED INFORMATION. The following resolution was submitted:

WHEREAS, the "Industrial Security Manual for Safeguarding Classified Information" requires that all Members and Officers of this Board having the authority and responsibility for the negotiation, execution and administration of Government contracts be so certified by an appropriate resolution of said Board, and that all other Members and Officers of the Board will not require, nor have, and can be effectively denied, access to classified information in possession of the Iowa State University of Science and Technology, and

WHEREAS, the Iowa State University of Science and Technology desires to report those members of the Board and those Officers of the Board having such authority and responsibility,

NOW, THEREFORE, BE IT RESOLVED, that the Board does hereby certify for the purpose of meeting the requirements of the "Industrial Security Manual for Safeguarding Classified Information" that the following Members and Officers of the State Board of Regents and the Iowa State University of Science and Technology have the authority and responsibility for the negotiation, execution, and administration of Government contracts:

MEMBERS AND OFFICERS OF STATE BOARD OF REGENTS

David A. Dancer, Secretary

OFFICERS OF IOWA STATE UNIVERSITY OF SCIENCE
AND TECHNOLOGY

James H. Hilton, President

James H. Jensen, Provost

B. H. Platt, Vice President for Business & Finance

J. E. Marks, Secretary

BE IT FURTHER RESOLVED, that all other Members and Officers of the said Board and University will not require, nor have, and can be effectively denied, access to classified information in possession of the said University, and do not occupy

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positions that would enable them to affect adversely the policies or practices of the said University in the performance of classified contracts for the Government.

BE IT FURTHER RESOLVED, that the Secretary, or an Assistant Secretary, of the State Board of Regents be authorized and directed, and he is hereby authorized and directed, to transmit to Air Research and Development Command, Regional Office, 39 South LaSalle Street, Chicago, Illinois, two certified copies of this resolution.

On motion by Mr. Barlow, which was seconded and passed, the foregoing resolution was adopted subject to approval by the Attorney General of Iowa.

PHYSICS, COURT ENCLOSURES (SPECIAL RRA&E). The following resolution was submitted:

WHEREAS, the 58th General Assembly appropriated \$75,000 for Physics Court Enclosures, at the Iowa State University; now, therefore,

BE IT RESOLVED:

1. That the expenditure of \$75,000 for Physics, Court Enclosures, at the Iowa State University is for the best interests of the state.
2. That the project and the following project description and project budget be approved:

Originally this building had four open courts, and two of them were enclosed in 1950 to provide space for expansion of the Instrument Shop. The remaining two courts are to be enclosed under this project. The space to be gained amounts to 2,416 square feet per floor, and it is proposed to construct a basement and two floors, which would total 7,248 square feet. The space will be used for classrooms and laboratories.

Since this area will have no outside exposure, it will be necessary to provide ventilating and air conditioning equipment. It is proposed to purchase the air conditioning and ventilating equipment of sufficient capacity to take care of rooms 3 and 5, the principal lecture rooms in the Physics building which are adjacent to this area.

Funds available

Appropriation, 58th G. A. \$75,000

Estimated expenditures

Construction contracts	\$65,000	
Utility services	2,500	
Architect's fee, engineering and supervision	6,000	
Contingencies and miscellaneous	<u>1,500</u>	
Total estimated cost		\$75,000

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3. That authority be granted to negotiate with Brooks-Borg, Des Moines, Iowa, for architectural services for the Physics Building Court Enclosures.

4. That the Budget and Financial Control Committee be requested to approve the determination by the State Board of Regents that the expenditure of \$75,000 for Physics, Court Enclosures, at the Iowa State University is for the best interests of the state, to approve the project description and the estimate of cost, and to allocate \$6,000 to the project account for planning.

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

ARMORY, HEATING, VENTILATING, PAINTING, ETC. (SPECIAL RRA&E). The following resolution was submitted:

WHEREAS, the 58th General Assembly appropriated \$118,000 for the Armory, Heating, Ventilating, Painting, etc., at the Iowa State University, now, therefore,

BE IT RESOLVED:

1. That the expenditure of \$118,000 for Armory Heating, Ventilating, Painting, etc., at the Iowa State University is for the best interests of the state.

2. That the project and the following project description and project budget be approved:

In 1955 an appropriation was provided by the General Assembly for installing steel balconies, bleachers, concrete floor, lighting and constructing classrooms under the balcony space. Insufficient funds were available to provide for the heating and ventilating of the main portion used for auditorium purposes and basketball. The heating installation was completed for the classroom areas, however. Ventilating has been a problem in the main area when large crowds are assembled for commencements, concerts, and basketball. This project will consist of the installation of exhaust fans on the roof with ventilating and heating units at the ground level to provide tempered fresh air in winter. Also included in this project are extensive repairs to the roof and, if possible, the interior painting of the main assembly room.

It is contemplated that the heating, ventilating and roof repair will be done by contract and the painting by the Physical Plant Department.

Funds available

Appropriations, 58th G. A.

\$118,000

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Estimated expenditures

Construction contracts		
Heating and ventilating	\$80,000	
Roof repairs	<u>25,000</u>	\$105,000
Architects fee, engineering and supervision	6,300	
Painting by Physical Plant Department	6,000	
Contingencies and miscellaneous	<u>700</u>	
Total estimated cost		\$118,000

3. That authority be granted to negotiate with Brooks-Borg, Des Moines, Iowa, for architectural services for the Armory Heating, Ventilating, Painting, etc.

4. That the Budget and Financial Control Committee be requested to approve the determination by the State Board of Regents that the expenditure of \$118,000 for Armory Heating, Ventilating, Painting, etc., at the Iowa State University is for the best interests of the state, to approve the project description and the estimate of cost, and to allocate \$6,300 to the project account for planning.

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

SERVICE BUILDING ADDITION WITHOUT EQUIPMENT. The following resolution was submitted:

WHEREAS, the 58th General Assembly appropriated \$300,000 for a Service Building Addition without Equipment at the Iowa State University; now, therefore,

BE IT RESOLVED:

1. That the expenditure of \$300,000 for a Service Building Addition without Equipment at the Iowa State University is for the best interests of the state.

2. That the project and the following project description and project budget be approved:

The space to be added by this construction will be occupied by the Statistics Laboratory. The addition will be constructed to the south of the present building and will be fire-proof masonry construction to match the present building. The addition will be three stories in height with a partial basement. Air conditioning will be provided in the portion of the ground floor to be used for the data processing machines and card storage, with the conditioning equipment installed in the partial basement. The two upper floors will provide classrooms, computing laboratories, conference rooms and offices for the Department of Statistics.

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Funds available

Appropriation, 58th G. A. \$300,000

Estimated expenditures

Construction contracts	\$267,500	
Utility services, transformers, etc.	10,000	
Architects, engineering and supervision	17,500	
Landscaping and walks	1,500	
Building risk insurance	1,000	
Contingencies and miscellaneous costs	5,000	
Total estimated cost	\$302,500	
Less estimated tax refunds	2,500	
Net estimated cost		\$300,000

3. That authority be granted to negotiate with Russell & Lynch, Des Moines, Iowa, for architectural services for the Service Building Addition without Equipment.

4. That the Budget and Financial Control Committee be requested to approve the determination by the State Board of Regents that the expenditure of \$300,000 for a Service Building Addition without Equipment at the Iowa State University is for the best interests of the state, to approve the project description and the estimate of cost, and to allocate \$15,000 to the project account for planning.

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

POWER PLANT, TURBO GENERATOR INCLUDING AUXILIARY EQUIPMENT AND STEAM GENERATOR INCLUDING AUXILIARY EQUIPMENT - COOLING TOWER FOUNDATIONS AND BASIN AND PIPING.

Upon the recommendation of the Building and Business Committee authority was granted to proceed with the following work by the Physical Plant Department.

(See page 293, Board minutes of March 12-13, 1959.)

Power Plant - Turbo Generator Including Auxiliary Equipment and Steam Generator including Auxiliary Equipment	
Cooling tower foundations and basin	\$4,500
Cooling tower piping	6,000

and the Secretary was authorized to request the Budget and Financial Control Committee to allocate to the project account \$10,500.

TURKEY BROODING HOUSE. Upon the recommendation of the Building and Business Committee authority was granted for the construction of a turkey brooding house

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on the Poultry Farm south of the campus, the building to be pole-type metal construction 36' x 96'; and the cost, estimated at \$6,000, to be paid from federal funds of the Agricultural Experiment Station as follows:

Regional Research Funds	\$4,000
Hatch Funds	2,000

LEASE - ROBERT D. AND MILDRED I. JOHANNES. Mr. Barlow moved that the Secretary of the State Board of Regents be authorized to sign a lease by and between Robert D. and Mildred I. Johannes, Lessor, and the State Board of Regents for the use and benefit of the Iowa State University of Science and Technology, Lessee, for the period March 1, 1960, through February 29, 1962, covering the following described property on the terms indicated, for use as an experimental farm:

The NE 1/4 of the NW 1/4, Section 17, and the E 1/2 of the SW 1/4, Section 8, less 5 acres for roads and for buildings reserved by the Owners, all in Township 83 North, Range 24 West, Story County, Iowa, and containing a total of 115 acres.

Terms: Annual rental of \$2,530 payable as follows:

\$2,530 payable on or before November 1, 1960
2,530 payable on or before November 1, 1961, from income of the College Farm Service Account, a revolving fund

At the option of the Lessee, the State Board of Regents, the lease may be renewed for an additional term of two (2) years at a rental of not to exceed \$2,530 per year and otherwise upon the terms and conditions specified in the lease, provided notice be given in writing to the Lessor at least 180 days before this lease or any renewal thereof would otherwise expire; and provided that no renewal shall extend the period of occupancy beyond the 28th day of February, 1964. It is also mutually agreed that the Lessee shall have the right of first refusal in the event Lessor offers this property for sale.

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

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

Nay: None.

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Absent or not voting: None.

The chairman declared the motion passed.

PURCHASE OF LAND - MEMORANDUM OF UNDERSTANDING - LICENSE AGREEMENTS - LEASE.

The Building and Business Committee reported that on the dates indicated the Executive Council of Iowa had approved the following:

August 3, 1959, purchase of farm from Fredrick A. and Leila A. Randau. (Page 492, Board minutes of June 18-19, 1959.)

August 3, 1959, Memorandum of Understanding, Seymour-Shelby Soil Area Experimental Association. (Page 501, Board minutes of June 18-19, 1959.)

August 3, 1959, License Agreement, City of Ames, Iowa, dated April 7, 1959, for sanitary sewer. (Page 351, Board minutes of April 9-10, 1959.)

June 29, 1959, License Agreement, City of Ames, Iowa, dated June 16, 1959, for storm sewer. (Page 419, Board minutes of May 7-8, 1959.)

August 24, 1959, Farm Lease, Bilsland farm, United States of America for the use of the Atomic Energy Commission. (Page 22, Board minutes of July 20, 1959.)

LIABILITY AND PROPERTY DAMAGE INSURANCE - NUCLEAR REACTOR. Mr. Barlow stated that Vice President Platt had reported to the Building and Business Committee the inability to get firm quotations for liability and property damage insurance on the Nuclear Reactor. (See page 503, Board minutes of June 18-19, 1959.)

Upon the recommendation of the Building and Business Committee authority was granted to negotiate for liability and property damage insurance on the Nuclear Reactor at the lowest price.

APPLICATIONS FOR FEDERAL FUNDS - UNITED STATES PUBLIC HEALTH SERVICE. Upon the recommendation of the Building and Business Committee authority was granted to file applications with the United States Public Health Service for federal grants to be used to supplement appropriations for the following projects:

Food Processing Building and Equipment
Home Economics Remodeling (Foods and Nutrition Laboratories)
Chemistry Laboratory Renovation (Bio-chemistry)

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INSTRUMENTATION RESEARCH LABORATORY WITHOUT EQUIPMENT - FEDERAL FUNDS. The Building and Business Committee reported that the Secretary of the State Board of Regents had signed an application to the United States Public Health Service for a federal grant to be used to supplement the appropriation made by the 58th G. A. for an Instrumentation Research Laboratory without Equipment and, upon the recommendation of the Building and Business Committee, the action of the Secretary was approved and ratified.

TOWER ROAD STORM SEWER. Upon the recommendation of the Building and Business Committee authority was granted to construct an 18 inch storm sewer in Tower Road from Pammel Drive to Clear Creek, to relieve the present overloaded sewer in Pammel Drive, at an estimated cost of \$14,000 to be paid from connection charge of from \$7,000 to \$10,000 to be negotiated with the United States Atomic Energy Commission and the balance from funds for Repairs, Replacements and Alterations; and the Finance Committee was authorized to approve the negotiated agreement with the Atomic Energy Commission for the connection charge and to advertise for bids.

ADJOURNMENT. The meeting was adjourned at 5 p. m., September 11, 1959.

David A. Dancer

David A. Dancer, Secretary