

WESTERN ASSOCIATION OF AGRICULTURAL EXPERIMENT STATION DIRECTORS
AND
UNITED STATES DEPARTMENT OF AGRICULTURE
211 POST OFFICE BUILDING
BERKELEY 1, CALIFORNIA

OFFICE OF THE
RECORDING SECRETARY

September 1, 1967

TO : Western Directors

FROM : Leo R. Gray, Recording Secretary *LRG*

SUBJECT: Minutes of the July 1967 Meetings of Western Directors

Minutes of the July 1967 Meetings are attached.

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Also attached are: 1) A copy of the T. S. Ronningen draft, 2/13/67, of Primary Responsibilities of a CSRS Regional Director. Dr. Byerly mentioned this item in his report; and 2) A copy of a fine letter I received from H. C. Knoblauch during his recent visit to Berkeley.

All Administrative Advisers please note that enclosed are sufficient copies of APPENDIX E to enable you to send copies to each of your technical committee chairmen and secretaries.

Items listed below are for your specific attention:

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MINUTES OF WESTERN DIRECTORS'
Regular Summer Meeting

Appaloosa Room of Student Union Building
University of Idaho
Moscow, Idaho
and
Room 101, Johnson Hall
Washington State University
Pullman, Washington
July 25-28, 1967

Call to Order
and Attendance

Chairman Asleson called the Western Directors' general business meeting to order at 8:30 a.m. on Wednesday July 26, 1967. Those present during all or part of the business meetings included:

H. E. Myers	Arizona
R. K. Frevert	Arizona
C. F. Kelly	California
R. Jensen	Colorado
D. F. Hervey	Colorado
C. P. Wilson	Hawaii
J. E. Kraus	Idaho
R. D. Ensign	Idaho
J. A. Asleson	Montana
M. J. Burriss	Montana
D. W. Bohmont	Nevada
R. E. Ely	Nevada
P. J. Leyendecker	New Mexico
M. L. Wilson	New Mexico
W. T. Cooney	Oregon
G. E. Wood	Oregon
W. H. Foote	Oregon
D. W. Thorne	Utah
K. W. Hill	Utah
L. L. Madsen	Washington
J. S. Robins	Washington
L. W. Rasmussen	Washington
N. W. Hilston	Wyoming
L. C. Ayres	Wyoming
M. T. Buchanan	Director-at-Large
T. C. Byerly	CSRS
C. F. Sierk	CSRS
R. L. Olson	ARS-WURDD
W. W. Paul	California
A. W. Peterson*	Washington
L. R. Gray	Recording Secretary

* Dr. Peterson did not attend any of the regular business meetings, but he was the featured speaker for the evening meeting that followed the Smorgasbord at the Thunderbird Lodge in Pullman, Washington.

Introductions and
Announcements

Madsen introduced J. S. Robins, the new Director at Washington.

Wood introduced W. H. Foote as a new Assistant Director (on a full-time basis) at Oregon.

Byerly introduced Carl F. Sierk as the new Acting Assistant Administrator (Regional and Non-Formula Funds) of CSRS.

Asleson delegated to Ensign the task of appropriately indoctrinating these new applicants for membership in the Association. After they eagerly demonstrated their qualifications, Robins, Foote, and Sierk were unanimously accepted into membership.

Later, at a luncheon session, Kraus introduced Dr. E. W. Hartung, President of the University of Idaho. Also introduced at that time were three members of President Hartung's staff, namely: Walter H. Stefans, Academic Vice President; Kenneth Dick, Vice President for Financial Affairs; and Joseph Watts, Business Manager.

Dr. Hartung extended a hearty welcome to the Western Directors and spoke about the spirit of cooperation. He indicated the spirit of cooperation in testing and experimentation that prevails among Agricultural Experiment Stations and the U. S. Department of Agriculture is commendable, especially when compared with the state of cooperation that prevails among Western Universities in other disciplines. He also indicated we must swap graduate students, and staff, and be less reluctant to follow through in cooperative utilization of facilities. Interstate and interuniversity cooperation needs more of a push in higher education circles in the West.

Madsen introduced Dr. Glenn Terrell, the new President of Washington State University, at the "Smorgasbord."

Bohmont announced the marital plans of T. C. Byerly - scheduled for Monday, July 31, 1967.

Asleson appointed the following committees for this meeting:

- 1) The RRC as a Nominating Committee for the selection of a ballot for the 1967 elections; and
- 2) A Resolutions Committee consisting of G. B. Wood and C. P. Wilson.

March 1967
Minutes

Frevert moved, Bohmont seconded, adoption of the Minutes of the March 1967 WD meetings as distributed. Passed.

Report of CSRS
Representative

I. Byerly - The Research Program and Facilities Subcommittee of the Agricultural Research Planning Committee (ARPC) met in Chicago July 20-22, 1967, to discuss research program needs. They were anticipating developments of facilities

program needs between USDA and the States as related to the 91 problem areas projected in the Long Range Study. The forestry group report indicated McIntire-Stennis funds were expected to have significant increases up to the authorized level projected for 1977. Future projections need much focus on non-federal contributions.

The Research Program and Facilities Subcommittee consists of:

<u>USDA</u>		<u>State</u>	
W. D. Maclay	RPDES	J. W. Cobble	NE
G. M. Jemison	FS	L. C. Hawkins	S
G. W. Irving	ARS	G. M. Browning	NC
M. L. Upchurch	ERS	M. T. Buchanan	W
T. C. Byerly	CSRS	F. H. Kaufert	ASCUFRO*

C. P. Heisig substituted for Upchurch, and M. B. Dickerman substituted for Jemison. Barnard D. Joy, RPDES, was also present.

* (Association of State College and University Forestry Research Organizations.)

Buchanan - Lovvorn will send Western Directors a request for information on scientific man years, and funds for physical facilities. Once the division is made between USDA and SAES, then it must be divided among regions, then among states, and finally within each state.

Byerly - CRIS is scheduled to be in full force by the end of the current fiscal year (target date is 4/30/68). In the long run, the amount of paper work and reporting will be reduced, and the information available will be improved.

II. Byerly - CSRS is considering co-sponsoring with USDA Graduate School and possibly the Department's Office of Personnel, a workshop for Department Heads. (A handout was distributed to each State Director, entitled: "Proposal for a Workshop for Department Heads at State Agricultural Experiment Stations. Status Report.")

- USDA is in its second year of PFBS. The Secretary has established six task forces to lay out goals or targets for the next five years. All Department agencies will be involved. Research productivity will likely be considered by the number of publications for the quantity aspect. As we automate, there is the problem of whether research management will be totally separated from the research worker, and also how much of such separation can the researcher stand and still retain his productive proficiency and efficiency.

- Some topics for consideration at such a trial workshop would include: (1) Essentials of research program management; (2) What are the problems of research management on an interstate basis; and (3) PPBS.

- Initially, a trial workshop will be held in Washington, D. C., and later perhaps in field locations on a regional or smaller area basis if appropriate.

- This workshop is intended for Department Heads, from various disciplines, not Directors, but this subject is open to further discussion.

Byerly asked for the Western Directors' reaction to such a workshop.

Kraus asked if this workshop would consider management as related to money, program, or people in a research program?

Byerly - People management is not in the program, but money and program are included.

Myers - Perhaps this should be discussed among Directors to enable them to become more aware of such programs before bringing Department Heads into such a workshop.

Wood and Frevert - Directors need to know more about research management items planned by CSRS to which Department Heads would be exposed.

Byerly - Chiefs and Indians don't necessarily have the same points of view.

Hervey - Assuming the workshop idea is implemented, it may be well to start with four regional rather than a national workshop.

Bohmont - Perhaps a program approach including both research and extension, and also instruction ought to be included under a single program rather than have two or three separate programs.

Byerly - The system is adaptable. (Maybe CSRS and FES can coordinate programs.)

Asleson - Such a workshop could exclusively deal with the long-range study, but on the other hand it could include broad exposure to research management.

- It would be well if Directors could all be brought up to the same level of cognizance. It might be better if Directors didn't have to wait and be told what they should do by Department Heads.

Burriss - Some Department Heads were sent to a workshop in Colorado (RICOP) and they had mixed reactions.

Byerly then asked Bohmont to send a copy of the RICOP Minutes to CSRS.

III. Byerly - The name Mexican-American has been chosen to identify an ethnic group to distinguish them from other Spanish-American speaking people. There are about 5 million Mexican-Americans, mostly in urban areas of the West, and they provide much of the stoop level labor in the Southwest - traditionally allied with agriculture.

- Of all ethnic groups, Mexican-Americans have the lowest per capita incomes, and are concentrated in the four southwestern border States (including Texas).

- A committee on this ethnic group has been set up in USDA under the chairmanship of Dr. Alfred L. Edwards, Deputy Assistant Secretary for Rural Development and Conservation. The objective of this committee is to establish communication to identify all people, determine where they are, and ascertain how you can make available to them the benefits of all public programs that may be useful to them.

- There has been little research on this ethnic group. The CSRS file system has found only one study in this area, and that was in New Mexico. The Administration is very much concerned, especially in view of the recent rebellion in New Mexico.

- Research with people is very important. It is distasteful to view people as ethnic groups because you begin by considering them as different. Events of the "hot summer" indicate that simply moving people into urban ghettos has not solved the people problem. What opportunities exist for further research in this area?

Kelly and M. Wilson both cautioned against a blatant study singling out a specific ethnic group.

Kelly - California has had three projects studying Mexican-Americans.

Frevort - Arizona, in 1965, published Padfield & Martin's book "Farmers, Workers and Machines - Technological and Social Change in Farm Industries of Arizona." - This book includes a section that covers Mexican-Americans, Anglo-Isolates, Indians, and Negroes as "participants in their distinctive cultural and institutional settings."

Byerly - There are many people problems that are not peculiar to any single minority ethnic group.

IV. Mail Survey of Penalty Materials mailed by SAES (3/6-3/31, 1967)

Byerly - In fiscal year 1967, \$310,000 was paid for SAES penalty mailings. OMS estimates the annual mailings should be \$130,500 - See APPENDIX A. Are SAES making full use of their franking privilege? Are SAES aware of such privileges available to them?

Burris inquired as to the definition of materials authorized under frank, and why can't official mail of any kind from SAES be sent under frank. He noted that Extension and Station penalty mail privileges differ.

Myers suggested we investigate why we are not using all funds budgeted before we seek a reduction in budget.

Hill moved, Myers seconded, that Burris draft a request by Western Directors, regarding franking privileges, that would be sent to CSRS. Passed.

Burris later read a copy of the request, that was drawn up in the form of a resolution to Dr. Byerly - a copy of the request appears as APPENDIX B.

Burris moved, Hervey seconded, and Western Directors concurred in the adoption of this resolution (APPENDIX B) to be signed by the Chairman of Western Directors.

V. GAO requests that all payments be made on an as-needed basis.

Byerly - GAO claims \$790,000 of Hatch Funds can be saved. Appropriated money will be placed in the bank as a "letter of credit to SAES," and drawn as needed effective January 1, 1968. The above amount is what the U. S. Government would have to pay otherwise to keep the amount of money due SAES available. The letter of credit would be available on a quarterly basis.

- Funds appropriated for facilities are obligated on a three-year basis.

- Funds appropriated for grants are obligated on a fiscal year basis.

VI. Byerly - CSRS will work with the Committee of Nine and the Regional DAL's to explore ways in which Regional Research Funds may be used more effectively.

VII. Byerly - The CSRS offer to place a man in each region is still open. Byerly placed the offer in Buchanan's hands for further consideration with Western Directors.

(NOTE: A draft of "Primary Responsibilities of a CSRS Regional Director" is attached to these Minutes.)

VIII. Appropriations

Byerly - The House-Senate conference is not yet set.

- Tight earmarking of funds poses problems for some states. CSRS has placed no earmarks, but is making suggestions. The language of the House Appropriations Reports makes earmarks, whereas the Senate report does not.

- Use of non-federal funds should be carefully scrutinized. States should not reduce matching contributions when Hatch Funds are increased. This could be grounds for withholding Federal Funds.

- Using the competitive grant procedure, CSRS received far more requests for grants than could be funded. This is a wasteful means of peer evaluation for funding - notably for cotton and swine. Regarding swine, for instance, a peer evaluation selected three projects for funding at less than the amount requested.

- Grants for Negro Colleges are not competitive. The budget request for this program area is \$300,000 - it is proceeding smoothly. Most funds for human development will likely be used in Negro Colleges. Study of Mexican-Americans would qualify under this area.

- Under PPBS all Departmental agencies are undergoing common scrutiny with common knowledge. Perhaps research agencies, as a result of such scrutiny, may fare better vis-a-vis action agencies than they have in the past.

- Hatch Funds are not authorized for use in foreign research.

- Note the recommendations in the President's Food for People Report. Each Director received a set of these reports.

Bohmont - CSRS and FES planning is being done on the State level, but is it being done also at the Federal level?

Byerly - It is being coordinated at the Administrator level, but no, there is not sufficient communication in fact.

Report on Position of DAL

Asleson - A special meeting was called of the Executive Committee of Western Directors and Buchanan to confer on salary and related fringe issues of the Western Directors position of DAL. (The Executive Committee consists of Asleson, Chairman; Bohmont and Linsley.)

- The Executive Committee agreed to: (1) Pay the 7½% retirement portion of fringe benefits of the California System. This system requires five years for vested tenure

rights. A key question was what would the DAL give up if his position terminated before five years? (2) An amount to go into escrow would be set aside each year, out of the \$60,000 budget, separate from the California payment. The accrued interest would go to Western Directors; and (3) the present salary of the DAL would continue at least until 6/30/68.

Robins noted the Washington Legislature this year changed the retirement contribution from 7½ to 10% on optional basis for those 50 years of age or over.

Bohmont - The retirement contribution considered was against the DAL's present salary rather than any future increase that might come to him. There is a difference between total compensation and total salary. Total compensation is the total value invested to you including fringe benefits plus salary.

Leyendecker moved, Frevert seconded, approval of the Executive Committee's decision. Passed.

Asleson - The Executive Committee approved that Western Directors establish guidelines relative to salary adjustments of the DAL.

- The Idaho study indicated roughly 6½% for full professors over the past three years. This could be considered a base.

Myers suggested tying the adjustment to WSU adjustments.

Jensen moved we accept the 6½% annual adjustment of DAL salary as a base with an adjustment by the Executive Committee as deemed appropriate.

Frevert noted the CSRS study of salary adjustments might be available.

Kelly indicated there may be a preference for tying in the adjustment with the California System.

Jensen withdrew his motion.

Asleson indicated that, with the Western Directors' approval, he would work with Kelly to tie in the DAL salary adjustments with California. There were no objections to this procedure.

Myers supported this approach indicating since WSU is on the high end of the adjustment scale averaging might penalize. He then suggested putting the five-year escrow into a certificate of deposit each year to earn interest.

Kelly commented on the fact that there was a two-month delay in the initial payment to Duchanan as DAL.

Kelly - California would administer the DAL budget for the Western Directors to pay the DAL. The cooperative agreement is between the Treasurer of Western Directors and California.

It was suggested that perhaps Kelly ought to be Treasurer of Western Directors, but it was pointed out by Kelly that there were advantages to having Asleson remain as Treasurer.

Kelly suggested that the Treasurer pro-rate and collect from the rest of the Stations sufficient money to bring out an even amount through 6/30/68.

Hervey questioned the advisability of trying to earn interest money on this escrow fund because of possible problems that may be involved if the money is to be redistributed.

Jensen queried whether such interest could be put into the expense budget of the DAL.

Frevort moved, Leyendecker seconded, that if appropriate, Montana be authorized to invest money in an insured deposit. Passed unanimously.

Asleson - A projected balance in the DAL budget through 6/30/68 will be obtained from California and pro-rated to the States accordingly.

Hill moved, Ensign seconded, that all states be billed for the full amount due for their share of payments to the DAL position for the fiscal year ending 6/30/68.

After recognizing that this policy is already established, Hill then moved, Ensign seconded, to withdraw his motion in deference to the policy already set forth in the Memorandum of Agreement.

Asleson - Western Directors were not billed last year for the special WAERC Fund and we are now in the hole. You will be billed for the usual amount in addition to the DAL fund. The amount was raised because we did not collect for the WAERC Fund last year. We went in the hole because of greater than traditional expenses, especially because of travel for ESCOP purposes. See APPENDIX C.

Byerly reminded all Directors of the "Survey for Salary Data."

Leyendecker - The Cooperative Extension Directors are seriously considering appointing an Extension DAL.

Report of DAL

Buchanan - Forward planning will be essentially implementation of the Long Range Plan. The "Inventory of Agricultural Research," coordinated and prepared by RPDES, compiles data for the 96 problem areas, with a breakout for each of the 250 elements.

Buchanan noted the Report of DAL for April 1-July 19, 1967. Some Agricultural Research Planning Worksheets, prepared by the Forestry Group, were handed out and reviewed by Buchanan.

Buchanan - Western Directors will need to decide whether or not to do this planning operation, and how to go about doing it. Figures compiled at the Chicago meeting need to be divided among regions and within the Western Region for SMY's. Henry Dunn figured out the amount of added dollars, by states, needed to meet the 1972 target as indicated in APPENDIX D.

The essence of comments by Dyerly, Frevort and Buchanan was that it is recognized that with regard to the Long Range Plan, there are two final decision points - the Secretary of Agriculture and the Experiment Station Directors - all the rest are advisory. Thus, recommendations in the Long Range Study are not binding on Station Directors.

Buchanan suggested it might be helpful to have an intervening meeting of RRC to work on this prior to the special meeting.

Bohmont - We need to reappraise our own situations in each state and then build up to regional totals. We may see that intra-regional trade-offs would be more easily accomplished if we knew what other states in the region are contemplating.

Hill moved, Leyendecker seconded, Western Directors convene a special meeting to work on the long range target goals.
Passed.

THE SPECIAL MEETING WILL TAKE PLACE IN BERKELEY, OCTOBER 3-5, 1967.

Asleson - Each State Director will work independently to develop valid approximations of their respective state goals prior to the special meeting.

Buchanan hypothesized that the factor that has the biggest influence on agricultural expenditures for agricultural research in each state is the amount of total personal income.

Buchanan will distribute a breakdown by project areas for 12 Western States, projected increases in SMY's for the Western Region, and projected increases in Federal and non-Federal funds on agricultural research for the Western Region.

Buchanan - A formula to arrive at a general figure that can be used to attach dollars to SMY's is: (Total expenditures in State + number of man years) + 6%.

- Projections made for LRS in each state were for Hatch Funds and are close to LRS projections, but some conformity has to be made.

ESCOP

Frevert - ESCOP met twice - February 28-March 1, and again May 10-11, 1967.

- Implementation of Budget Planning. Mehren repeated his desire to move ahead this year. The Long Range Plan is accepted by USDA and the Bureau of the Budget. It was suggested by ESCOP that this plan be used as the basis for requesting non-federal funds.

Byerly - Who will speak on behalf of SAES to ARPC and others - the four DAL's, State people selected for competence in relevant areas, or CSRS staff with competence in relevant areas?

- The question arose as to the orientation of the 33 task forces. CSRS agreed to pick up the tab for expenses of the first 12 of the task forces - those that were appointed and set up in FY '67. After July 1, 1967, however, CSRS would only consider picking up the tab on "hardship cases" upon the recommendation of the Chairman of ESCOP.

- ESCOP also discussed CRIS, and the allocation of new funding procedures.

- Mehren asked how he might proceed in handling requests for research grants - he would like to get the advice of Station Directors regarding the alternatives set forth on page 10 of the Minutes of the Meeting of ESCOP in Washington, D. C., February 28-March 1, 1967.

- There are \$4 million in the ARS budget that is earmarked for grant funds.

Frevert - Butz' letter attached to the last ESCOP Minutes is concerned with the Non-Land Grant Presidents' review of SAES budgets.

- ESCOP reaffirmed its previous position favoring State service for Federal retirement.

Ensign expressed his pleasure that Mehren has met with ESCOP at all of its meetings.

Byerly - It is administration policy that whenever there is a choice among people of equal quality, those under 35 will receive priority consideration.

ESCOP Legisla-
tive Subcom-
mittee

Ensign - Part of this subcommittee, including Frevert, met with the Senate Subcommittee, and part, including Ensign, met with the House Subcommittee, to present a defense of the budget for Experiment Stations, Forestry Research, and Extension. Hawkins spoke about the need for funds for facilities. The budget was presented around the Long Range Report. Hawkins was questioned on reasons for the requested increase from \$2 million to \$12 million for facilities. The Senate appropriated \$4 million.

- Experiment Station Letter No. 910 (the Pink Sheet) summarizes the Senate Report No. 395 on agricultural appropriations for FY 1968.

- G. Dowe distributed materials that show a comparison of appropriations in House and Senate Reports, and earmarked funds for FY '68.

Frevert - Since the Long Range Study was the result of a request of the Senate Subcommittee, has it received official Senate recognition in terms of a public document?

Byerly - Only tacit acceptance of this report is evident on the House and Senate side. The report is considered as the first step. The yellow report is step number two. Each task force group report will be considered supplemental. The Forestry Group report was documented.

- The FY '69 budget report request for facilities was doubled over FY '68 and went in for \$24 million.

Buchanan - There was some discussion regarding reciprocal arrangements for housing Federal people at Land-Grant facilities. So far, we haven't had as favorable an arrangement for housing State people at Federal facilities. Alternative possibilities for housing arrangements were considered.

Byerly - ARS has built-in difficulties in allocating grant funds for joint State-Federal efforts in fixed Federal facilities.

- Regional Research Funds under Hatch are available for construction and need not be matched by the States, but facilities grant funds under ARS must be matched.

- Anything to be included in the FY '69 budget must be completed by 9/1/67, and that for the FY '70 budget should be ready for initial consideration 1/1/68.

Myers commented on the good job ESCOP and its Legislative Subcommittee does for Western Directors and State Agricultural Experiment Stations in general.

ESCOP Subcom-
mittee on
Marketing

Wood - Alexander prepared the following report:

"A meeting of the ESCOP Subcommittee on Marketing was held May 24-25, 1967. Messrs. Browning, Buchanan and Cobble met with the group the first day. This meeting had been requested by ESCOP primarily to consider possible changes in the definition of marketing used by CSRS in administering the Hatch Act. Thus, attention focused on revisions that should be made in the Manual of Procedures covering research eligible for marketing fund support.

"Among the areas that it was agreed should be modified or clarified were:

- "1) Research on factor markets. Included here would be land, water, credit and finance, labor and farm supply markets. It was agreed that appropriate research with these markets should be eligible.
- "2) Research on physical and biological aspects of marketing concerned with such areas as maintaining or enhancing quality in processing, storing, and transporting food products. It was agreed that eligibility here should be clarified. The issue of 'basic' vs 'applied' was considered here and will be clarified, also.

"A revised manual incorporating the changes or clarifications of eligibility in the above areas is being prepared and will be distributed by CSRS to all Directors."

ESCOP

Ad Hoc Management
Subcommittee on
Information
Retrieval

Kelly - The heart of PPBS, and so on, is the CRIS program.

- WD Minutes of March 1967 regarding CRIS were reviewed at the subcommittee meeting in May. Considerable discussion at that meeting revolved around, "What is a project?" There is much misunderstanding and confusion on this matter.

- New requests for information to be sent to Directors will end up with fewer projects consolidated into program areas, but more information will be available.

- A survey of 42 Stations indicated 41 had immediate access to an ADP system of at least the sophistication of the IBM 1620.

- There is no clear concept as to what constitutes one unit of research. The Davis and Berkeley campus programs have separate packages.

Byerly - CRIS boils down to who is doing what, when, where, and how.

In response to a query as to what is a program element, Byerly indicated there are 96 problem areas with 250 derivatives. Program elements are the small basic units you start with (250). These units were aggregated into 96 problem areas.

Frevort - Most of what has been done has been on the National level. What is needed is more input efforts on the part of Regional Directors to fathom what each Director is supposed to understand and do in order to be compatible with the overall system.

Committee of
Nine

Ely - The Committee of Nine (C/9) met in New Orleans and Baton Rouge, Louisiana June 28-30, 1967.

- The Committee recommended the tentative allotments of the Regional Research Fund by project for FY 1968 to CSRS as tabulated in CSRS-OD-1001, dated 6/22/67.

- The Committee reviewed and recommended nine projects submitted from the Western Directors - (5-W, and 4-WM).

- The Committee reaffirmed its decision to discontinue the syllabus procedure, but this action was not meant to alter procedures within regions.

- A subcommittee was appointed to consider format for regional project outlines and it is to make a recommendation to C/9 at their November 1967 meeting.

- No proposals for contingency support in FY 1968 were approved.

Leyendecker - Comments of CSRS reviewers have been passed on to all administrative advisers. The Committee of Nine desires to have CSRS continue its service of making staff evaluations and submitting prepared comments on each RRF project proposal prior to its review and recommendation by C/9, and to convey appropriate comments on projects to the technical committees as necessary.

- There was some discussion by C/9 of project termination policy. Administrative advisers should work with their technical committee chairmen and CSRS representatives to help strengthen leadership of respective project programs.

- The Committee adopted a procedure to expedite interregional participation on new and revised projects of concern to states in regions other than the one in which a project proposal originates. A copy of this procedure has been distributed to all Directors.

- A motion passed that policy research be funded in the usual way on initiative of the Directors from funds allocated to the State Stations on projects recommended by the Committee of Nine and approved by CSRS.

Leyendecker referred to the Airlie House Policy Report and the action taken by C/9. He indicated it would be desirable to have WAERC prepare a report on policy.

Leyendecker moved, Ely seconded, that Western Directors instruct WAERC to prepare a two-page program relative to agricultural policy here in the West, and report back to Western Directors. Passed.

Hervey - Agricultural policy tends to be National.

Leyendecker - WAERC would consider such policy in line with the Airlie House Report, and their proposal would be sent to C/9 and ultimately involve perhaps 20 states.

WAERC

C.P. Wilson - WAERC met at Las Cruces, New Mexico, July 17-18, 1967.

- The restructure of WAERC committees is under consideration.

- WAERC is considering extending an invitation to Texas to join the Council. They would like the counsel of WD.

M. L. Wilson - The admission of Texas would open the way to other states.

Bohmont - Our judgment should be on the policy principle that all our advisory Councils have ties or interests beyond our Region.

M. L. Wilson - The Great Plains Council has committees that overlap regions.

Myers - It would be a good thing for Texas to be involved.

Bohmont suggested that the Chairman establish a subcommittee to come up with a position of policy regarding associate members.

Byerly - Why not include the problem of association of non-land grant departments both in and outside the region?

Asleson appointed a subcommittee to come up with a policy statement on advisory committees and report back to Western Directors at the November meeting. This subcommittee consists of: C. P. Wilson, Chairman; G. B. Wood; D. W. Bohmont; and R. K. Frevert.

A. Vanvig (Wyoming) was elected to be the new Chairman of WAERC, and J. S. Hillman (Arizona) the new Vice Chairman.

WSWRC

Frevert indicated WSWRC has not met since the last meeting of Western Directors; therefore, he had nothing more to report.

WHEAL

Bohmont - WHEAL met in Nebraska April 5-7, 1967. They have sought to set priorities on the Long Range Plan, and have worked on integrating the LRP into their research programs.

WSSC

Wood - WSSC met in San Francisco when Western Directors met in Berkeley, March 1967. The next meeting of this committee will be October 19-20, 1967.

- A proposal has been prepared for submission to Western Directors, but deferred. Wood will meet with a special subcommittee in Berkeley on August 21, 1967.

RRC Report

REPORT OF THE COMMITTEE ON REGIONAL RESEARCH
to
THE WESTERN DIRECTORS

University of Idaho, Moscow, Idaho/Washington
State University, Pullman, Washington
27 July 1967

Chairman Hill convened the RRC meeting at 8:30 a.m. on 25 July 1967. Those in attendance were:

K. W. Hill, Chairman	C. F. Sierk
C. P. Wilson	R. D. Ensign
L. C. Ayres (Alternate)	M. T. Buchanan
L. R. Gray	Recording Secretary

A. PERSONNEL ASSIGNMENTS

D. W. Bohmont - To continue as Administrative Adviser to W-103.

B. REVIEW OF INTERIM ACTIONS AND OTHER PROPOSALS

1) The Committee of Nine recommendations on the following projects are:

- a) W-38, "Nature of the Influence of Crop Residues on Soil-borne Fungus-Induced Root Diseases," Revised 1967.

Approval recommended for a five-year period ending 6/30/72. (Hervey is Administrative Adviser.)

- b) W-43, "Climate and Phenological Patterns for Agriculture in the Western Region," Revised July 1, 1967.

Approval recommended for a five-year period ending 6/30/72. (Asleson is Administrative Adviser.)

- c) W-99, "Application of Tillage Equipment and Systems to Improve Soil Environment for Cotton." New February 10, 1967.

Approval recommended for a five-year period ending 6/30/72. (Kelly is Administrative Adviser.)

- d) W-100, "Reproductive Diseases of Livestock." New May 1, 1967.

Approval recommended through June 30, 1972 with further recommendations that the title be changed to "Causes and Control of Reproductive Failures of Unknown Etiology in Livestock," and that, if the National Animal Disease Laboratory actively is to participate, this role be specified in an addendum to the project outline. (Pritchard is Administrative Adviser.)

- e) W-103, "Performance of Permanent Press Garments in the Western Region." New May 29, 1967.

Approval recommended for a three-year period ending June 30, 1970, "with further recommendations that the study include an evaluation of wear by subjects and that the fabrics include a logical range in the proportioning of natural and synthetic fibers." RRC recommends Bohmont continue as Administrative Adviser.

- f) WM-35, "Facilitating the Marketing of Seed Through Improved Assessment of Seed Quality Factors," Revised July 1, 1967.

Approval recommended for a five-year period ending June 30, 1972, with further recommendation that the technical committee carefully review the efforts and accomplishments of the NEM-22 project. Further, that previous work be summarized in a regional review of publication. (Wood is the Administrative Adviser.)

- g) WM-58, "The Demand for Selected Western Fruits and Vegetables." New May 22, 1967.

Approval recommended for a three-year period ending June 30, 1970. (Wood is the Administrative Adviser.)

- h) WM-59, "An Economic Study of the Demand for Outdoor Recreation." New June 7, 1967.

Approval recommended for one year only, with further recommendations: (1) That an addendum be prepared outlining the plan and schedule of work to be followed and the geographic area to be covered; and (2) That only those States with research in the marketing area be formally included in the project. (Ayres is the Administrative Adviser.)

- i) WM-60, "The Market for Pine Lumber in the Millwork Industry in the Western Region," submitted as WM-50, revised. July 1, 1967.

Approval recommended for a three-year period ending June 30, 1970, with further recommendation to the Western Directors that the project be assigned a new number and the old project be closed out. (Zivnuska is the Administrative Adviser.)

- 2) W-101, "An Evaluation of the Influence of Management on Production and Economic Efficiency in Agriculture."

This project proposal was discussed at the recent meeting of WAERC at the request of the Administrative Adviser (Frevort). WAERC suggested an interdisciplinary approach to this project area involving agricultural economics and other behavioral science fields. The Administrative Adviser recommends a different approach to that indicated in the project syllabus statement.

The consensus of RRC was that this subject matter be brought before the Western Directors for a policy decision.

Discussion among Western Directors (Re: W-101)

Byerly questioned whether we ought to avoid a broad problem, interdisciplinary approach. A suggestion had been made that a program coordinator be provided for such a broad project approach. CSRS might provide such a man.

Frevert raised the point that an interdisciplinary approach also might involve Extension personnel. He also questioned whether there are competent interdisciplinary teams at the Stations.

C. P. Wilson noted that problems of communication and mobility could be defeating.

Frevert suggested that the techniques for an interdisciplinary approach might be evolved at one station first, and then bring in other stations.

Byerly called attention to the fact that this involves the concept of regional research. While one station could initiate a program with regional considerations, it would be better if at least two states could get together at an early stage of planning and development.

No specific course of action was recommended by WD.

3) W-102, "Biological Methods of Control for Animal Parasites."

The Administrative Adviser, Jensen, indicated the technical committee for W-35 met in Honolulu on July 10-11, 1967 and gave further consideration to the development of a research project outline for the proposed new project, W-102.

4) W- , "Impact of Labor-Saving Technology and Changes in the Farm Work Force Upon Western Agriculture."

Seven stations showed interest in this proposed area of work, but only two indicated a willingness to support it with funds at this time.

RRC calls attention to the mild interest expressed by Western Directors for funding this proposed area of work, and recommends that it not be approved for development as an area of regional research.

Frevert - A similar project was activated a few years ago and terminated at the request of the technical committee. (W-76, "Capitol-Labor Substitution and the Demand for Agricultural Labor in the Western Region," was activated 7/1/63, and terminated 6/30/64.)

Hill moved, Frevert seconded, that this proposal not be approved because of the mild interest shown by the Stations relative to other areas of work, and the large number of Western regional research projects now on the books. Passed.

Hill moved, Frevert seconded, approval of RRC's Review of Interim Actions and Other Proposals. Passed.

C. REQUESTS FOR EXTENSION

None received by RRC.

D. REVIEW OF NEW AND REVISED PROJECT OUTLINE PROPOSALS

1) W- , "Economic Growth of the Agricultural Firm"

RRC recommends approval of this area of regional research, and that L. W. Rasmussen be the Administrative Adviser to organize an Ad Hoc Committee to prepare a project outline proposal, and submit it to RRC for review prior to final approval by the Chairman of Western Directors.

Eyerly - This project proposal must be considered in relation to other firms such as TEXTRON, which is a conglomerate firm that is much involved in the chicken business.

Bohmont - Why not change the title to "Economic Growth of Firms Related to Agriculture?"

Hill moved, Leyendecker seconded, that this proposal be approved as an area of work. Passed.

2) WM-56, "Economic Guidelines for Merging, Dissolving, or Making Related Adjustments in Agricultural Cooperatives."

RRC reconfirms this as an appropriate area of regional research and recommends that the Administrative Adviser (G. B. Wood) organize a technical committee to prepare a revised project outline for submittal to Western Directors for approval.

No action required by Western Directors.

E. GENERAL COMMENTS

1. Policy Statement on Advisory Committees (for poultry and animal science)

RRC recommends that the Western Directors designate M. J. Burris as Administrative Adviser to organize an Ad Hoc Committee composed of Animal Science Division or Department Heads to anticipate and discuss research needs of industries in animal science areas.

Hill moved, C. P. Wilson seconded, approval of this RRC recommendation. (Tabled after the discussion.)

Discussion on Advisory Committees

Numerous questions were raised including: What is meant by "animal science?" What charge would be given such a committee? What would be the duration of the committee? Would the committee be broad enough to include entomology and animal disease? Could one department head adequately represent each station on such a committee?

Sierk - Such a committee would have an opportunity to get together under Hatch Funds without relying on Regional Research Funds.

Hill was agreeable to amending the motion.

C. P. Wilson noted that as we proceed with the long range plan we may wish to call on the advice of constituted committees. At a future meeting we may wish to examine how we want to set up an adequate complex of advisory committees that would represent all kinds of competences necessary.

Dyerly - Do you want professional groups such as WAERC, or problem oriented groups such as WSWRC?

Asleson - We may authorize a meeting of department heads and charge them with coming up with some proposals.

Bohmont - About four years ago, we considered this question and decided against additional standing advisory committees in favor of Ad Hoc Committees to handle problems as assigned.

Frevort moved, Leyendecker seconded, and WD concurred, that this question be tabled until after the special meeting of Western Directors in October 1967.

2. Procedure for Project Review and Approval

RRC recommends the modified procedures, prepared by Hill and set forth as APPENDIX E be adopted by Western Directors.

Hill moved, C. P. Wilson seconded, that Western Directors adopt the modified procedures for project approval as specified in APPENDIX E. Passed.

Discussion on Project Review and Approval Procedures

Byerly - Some deliberate judgment might be made as to whether proposed project will be continuing or definitely terminal. There tends to be built-in institutions of some technical committees that seek to perpetuate themselves.

Ensign - We might examine long range plans for areas we intend to consider to be on a continuing basis for developing and improving their competencies as needed on a regional basis. Those not needed for a regional approach should be so recognized and terminated so that States can continue on State funds.

Sierk - A reasonable set of criteria as to what constitutes a regional research project is needed for evaluating such projects.

Hill - This is a good suggestion, but the proper place for such a set of criteria to come from is the Committee of Nine and CSRS.

Asleson - Copies of the modified procedures for project approval should be prepared for distribution by the Recording Secretary to all Administrative Advisers and their technical committees.

Ad Hoc Committee on Arid Lands

Hervey - Since the Arid Lands Committee of the American Association for the Advancement of Science (AAAS) is planning a large international meeting at Tucson, Arizona, in 1969, it is questionable whether Western Directors want to still plan initiating a separate session that would in essence be a competing program. WD could work with the AAAS in planning their program.

There was no objection to the latter approach.

Miscellaneous

1. Regional Research Publications

William Paul reviewed his letter to Experiment Station Editors in the Western Region - See APPENDIX F - and commented on suggested changes.

Four Station editors responded to Paul's proposals, and all agreed with his suggestions.

Paul - New research reports tend to have a short life and soon become history except as library items. Distribution therefore, is very important. The recommended distribution is to libraries for filing and cataloguing for retrieval.

- Some thought ought to be given to a standardized library mailing list for regional publications. At least two copies should be sent to each library on the list so the publication can be cross-filed.

Kraus - The subject of a regional series has been discussed before, and we have always come to a decision that these be published as Station bulletins; and the state handling publication would distribute to all libraries and be the depository for future requests.

Paul - This is not so in California. We survey all Stations and send them an order. California mails to its own library list, but not to such lists of other states.

- The primary recommendation is to let state publication numbers prevail and include the logotype.

RRC recommends acceptance of all suggestions by Paul, and also recommends that he take the responsibility to consult with other Experiment Station Editors in the compilation of a standardized library list for regional publications.

Hill moved, Wood seconded, approval of the above RRC recommendations. Passed.

Discussion

Byerly - The library list of the National Agricultural Library might also be considered when compiling a standardized list.

The essence of the rest of this discussion suggests that Directors have their Station Editors review and follow the Western Directors' policy on regional research publications.

Asleson instructed the Recording Secretary to follow through with Paul and report to the next WD meeting on progress in compiling the list.

2. 1968 Collaborators' Conference

Three possible topics were suggested by the Western Utilization Research and Development Division of ARS, at Albany, California, (WURDD) for the 1968 Conference, namely:

1. Molecular Biology and Food Quality
2. Agriculture and a Clean Environment
3. The Impact of Mechanical Harvesting on Processing.

The results of balloting indicate the Western Directors' first choice was Number 1, Molecular Biology and Food Quality.

Asleson requested Kelly to work with appropriate people at WURDD in arranging a suitable date and to appoint a member of his staff to be available to participate with the Laboratory personnel in developing the program for the Conference.

3. Other

Frevert noted that Director Emeritus Forbes of Arizona - 1907-1921 - celebrated his 100th Birthday in May.

Letters

Asleson read a letter to Western Directors from F. E. Price.

Kelly read a letter from D. McNeill to Western Directors.

Symposium Proceedings

Asleson reported that all papers have not yet been received for the Symposium Proceedings. He will report again at the November meetings.

Nominations for
1967 Elections

The report of the Nominating Committee for the 1967 elections is as follows:

Chairman, WD, 1 yr.	- D. F. Hervey
Vice Chairman, WD, 1 yr.	- J. A. Asleson
Secretary, WD, 1 yr.	- E. G. Linsley
RRC, 1 yr.	- C. P. Wilson *
RRC, 2 yrs.	- E. G. Linsley *
RRC, 3 yrs.	- L. C. Ayres

Nominations Continued:

RRC Alternate, 1 yr.	- M. J. Burris
C/9, 1 yr.	- R. E. Ely *
C/9, 2 yrs.	- P. J. Leyendecker *
C/9, Alternate, 1 yr.	- K. W. Hill
ESCOP, 1 yr.	- R. D. Ensign *
ESCOP, 2 yrs.	- C. F. Kelly *
ESCOP, 3 yrs.	- G. B. Wood
ESCOP, Leg. Subcom., 2 yrs.	- R. D. Ensign *
ESCOP, Leg. Subcom., 3 yrs.	- G. B. Wood
ESCOP, Marketing Subcommittee, replacing R. M. Alexander as needed	- J. A. Zivnuska

Leyendecker moved, Bohmont seconded, acceptance of entire slate of officers. The motion passed unanimously.

It was announced that R. K. Frevert is a new member on ARPC for two years, replacing M. L. Peterson.

Future WD Meetings

A "Special" Meeting will be held in Berkeley, California, October 3-5, 1967.

The fall meetings will be in Columbus, Ohio, November 12-15, 1967.

The spring meetings will be in Las Cruces, New Mexico, February 28-March 1; RRC, February 26-27 - 1968.

Wyoming and Colorado will co-sponsor the summer meetings in 1968.

The fall meetings will be in the Statler-Hilton, Washington, D. C., November 10-13, 1968.

Hawaii will host the meetings in the spring of 1969.

Asleson invited the Western Directors to meet in Montana in the summer of 1969.

Hervey moved, Leyendecker seconded, for acceptance of Montana's invitation to host the summer meetings of WD in 1969, and the above schedule of future meetings. Passed.

Resolutions and Appreciations

Wood read the following resolution:

WHEREAS, the Presidents, Deans of Agriculture, Directors of the Agricultural Experiment Stations, Directors of the Cooperative Extension Service and their colleagues at Washington State University and the University of Idaho have gone far beyond the call of duty in making arrangements and in providing

for the comfort, the pleasure and the entertainment of the members of the Western Association of Agricultural Experiment Station Directors, including CSRS representatives and guests, at their 1967 summer meeting;

BE IT RESOLVED, that (1) this Association as a body and each individually express their sincere appreciation and gratitude to the personnel of each of the host institutions; (2) our special thanks go to the Block and Bridal Club of the University of Idaho for preparing the excellent steak dinner at the Arboretum; to the faculty and staff who conducted the very informative tour and program explaining the most commendable wheat research program at the Washington State University; to Dr. A. W. Peterson who presented a very interesting talk on "Irrigation Development in the Columbia Basin;" and to the faculty and staff at the University of Idaho for their guided tour of facilities on the University of Idaho campus.

BE IT FURTHER RESOLVED, that a copy of this resolution be made a part of the Minutes of this meeting.

There was unanimous acceptance of the above resolution.

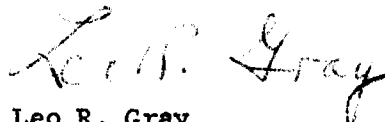
Also, a sympathy card was sent to Mrs. Nolan Farris with the signatures of all members of the Association who were present at the meetings.

Dr. Nolan F. Farris, former Assistant Administrator, CSRS, and Secretary of the Committee of Nine, retired from active service August 31, 1966. He died suddenly on April 7, 1967 in Fort Collins, Colorado while on a cross-country tour with Mrs. Farris.

Adjournment

The business meeting adjourned at 12 noon on July 28. The scheduled tour of the University of Idaho campus including the new dairy facility and new meats laboratory and abattoir was from 1:30 to 3:00 p.m.

Respectfully submitted,



Leo R. Gray
Recording Secretary

APPENDIX A

C
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Y

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of Management Services
Washington, D. C. 20250

July 14, 1967

To : T. C. Byerly, Administrator
Cooperative State Research Service

From : J. C. Cooper, Jr., Director

Subject: Results of Penalty Mail Survey - State Agricultural
Experiment Stations

Here are the results of the mail survey of penalty materials mailed by the State Agricultural Experiment Stations. This survey was required by Budget and Finance Memorandum No. 605 dated June 27, 1966. The survey period was from March 6 through March 31, 1967.

In 1954 all agencies in the Government were required to pay for their mailings. Because there was no data available at that time, the Agricultural Research Service estimated the cost of the Experiment Stations' mailings at \$250,000. In 1957 ARS conducted a limited mail survey of eight States (two in each region). The survey was for a four-week period that required only reporting the type of material actually placed in the mail. From this sample, they estimated the annual mail cost to be \$150,000. They continued to pay \$250,000, the amount ARS originally estimated. When the postal rates were increased, the \$250,000 was increased to \$310,000. This amount was paid in fiscal year 1967.

We believe, from the information gathered, that we have a fairly accurate projection of their annual mailings. From this date, we estimate their annual mailing costs should be \$130,500.

This information is brought to your attention for your use.

/s/ J. C. Cooper, Jr.

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APPENDIX B

Dr. T. C. Byerly, Administrator
Cooperative State Research Service
U. S. Department of Agriculture
Washington, D. C. 20250

Dear Dr. Eyerly:

The following resolution was made at the July 26-28, 1967 meeting of the Directors of the Western Agricultural Experiment Stations. Your appropriate action on this resolution would be appreciated.

WHEREAS, the State Agricultural Experiment Stations annually make official mailings of considerable volume much of which can not be mailed under the penalty indicia according to current regulations of the Post Office Department governing penalty mailings for the Agricultural Experiment Station;

WHEREAS, the above excepted mailings represent a large out-of-pocket expense to these Stations;

WHEREAS, appropriations under Payments to States of the Hatch Act and related legislation to be paid to the Post Office Department for mailings under the penalty indicia have consistently been greater than cost of mailings reported by the Agricultural Experiment Stations;

IT IS RESOLVED, that the Administrator of CSRS be requested to investigate, with the Post Office Department, revision of penalty mail regulations to expand the definition of acceptable use of the penalty indicia to include all official mailings of the Agricultural Experiment Stations or such additional official mailings as is feasible;

IT IS FURTHER RESOLVED, that the budget request for penalty mailing approximate the estimated cost of actual mailings to be made.

Sincerely yours,

Chairman, Western Directors

APPENDIX C

WAAESD Financial Statement for Fiscal Year ending June 30, 1967

DIRECTOR-AT-LARGE ACCOUNT

Receipts:

Arizona	\$ 2,490.00
California (full)	9,780.00
Colorado	3,390.00
Hawaii	1,230.00
Idaho	2,040.00
Montana	2,280.00
Nevada	1,230.00
New Mexico	1,380.00
Oregon (full)	6,600.00
Utah	2,430.00
Washington	3,390.00
Wyoming (full)	<u>3,900.00</u>
Total	\$40,140.00

Disbursements:

4/11/67 Regents, Univ. California	\$23,790.00
Telephone (Buchanan)	27.15
Regents, Univ. California	<u>14,210.00</u>
Total	\$38,027.15

Balance \$2,112.85

WAERC ACCOUNT

7/1/66 Balance carried forward \$ 3,909.58

Disbursements:

Economic Research Service (Secty)	\$ 1,200.00
Travel (ESCOP)	<u>3,776.16</u>
Total disbursements	\$ 4,976.16

Balance -\$1,066.58

APPENDIX D

Additional Non-Federal Funds needed by SAES to Achieve goals of LRS (Funds do not include USDA grants, other Federal or CSRS Administrative Funds)

State	:Non-Federal dollars : :available to support: :research in FY '66 : : :(000,000 dollars)	: Additional Non-Federal dollars needed to meet : target goals for fiscal year				:Cumulative :addition needed : 1969-72 :(000 dollars)
		: 1969 : :(000 : :dollars)	: 1970 : :(000 : :dollars)	: 1971 : :(000 : :dollars)	: 1972 : :(000 : :dollars)	
Arizona	3.1	110	150	150	150	560
California	22.5	800	1,085	1,085	1,085	4,055
Colorado	2.4	85	115	115	115	430
Hawaii	2.1	75	100	100	100	375
Idaho	2.1	75	100	100	100	375
Montana	2.5	85	115	115	115	430
Nevada	0.6	20	30	30	30	110
New Mexico	1.0	40	50	50	50	190
Oregon	3.0	180	245	245	245	915
Utah	1.3	45	60	60	60	225
Washington	4.6	150	200	200	200	750
Wyoming	1.3	50	65	65	65	245
Western Region	46.5	1,715	2,315	2,315	2,315	8,660
U.S. Total		\$6,775	\$9,150	\$9,150	\$9,150	\$34,225

NOTE: This information was obtained by subtracting CSRS, USDA contracts and grants and other Federal funds from totals by LRS areas in 1966 inventory. Using these figures as a base projections on the basis of the LRS were made for '69, '70, '71 and '72. These figures would be the same as targets.

Targets for CSRS and Non-Federal SAES were added. CSRS askings for the respective years were subtracted. The balance was considered as SAES non-federal askings. The LRS areas were totaled and the total prorated among the states according to the 1966 CSRS 15-2 "Funds for Research," with a correction for Ohio.

All of the above figures were rounded to nearest \$5,000. Figures for 1970, '71, and '72 were so close, that in the above table they are the same for each of the three years.

APPENDIX E

POLICY STATEMENT CONCERNING THE APPROVAL OF NEW AND REVISED REGIONAL RESEARCH PROJECTS IN THE WESTERN REGION

A. New Projects

1. A suggestion for a new regional research project may arise within the Regional Research Committee or come to it from the Western Directors, from an Advisory Committee such as WAERC or WSWRC, or from one or more Station Directors who have been convinced of the need by their staff members.
2. In all cases the proposed field of study of the new project and the need and justification for it as well as a clear statement of its regional significance should be prepared and submitted to the Regional Research Committee prior to the annual March meeting.
3. The Regional Research Committee will study the proposal and bring it up for discussion and approval or disapproval by the Western Directors at the March meeting.
4. If the area of work is approved, the Western Directors will appoint an Administrative Adviser. In accordance with the recently enunciated policy of the Committee of Nine (CSRS July 7, 1967) this committee will be advised of the proposed area of work and, in turn, will advise all Experiment Station Directors in all regions. It will then be the responsibility of the Station Director and Federal Agency Administrator to designate a representative if he wishes his station or agency to participate in the planning and development of the project proposal.
5. The Administrative Adviser will form a committee composed of the designated representatives from interested state stations and Federal agencies to draw up a regional project outline.
6. The tentative outline for the proposed new project should be submitted to the Regional Research Committee prior to the annual November meeting. The Regional Research Committee will review it and make suggestions and may bring it up for further discussion in the general meeting of the Western Directors.
7. Suggestions from the November meeting will be supplied to the Administrative Adviser and he will arrange to have the regional project outline finally prepared for approval by the Regional Research Committee and the Western Directors at the meeting the following March.
8. The approved project outline will be given a number.
9. The regional project outline will then be forwarded to the Committee of Nine.
10. The recording secretary of the Western Directors who serves also as secretary to the Regional Research Committee will remind the Administrative Advisers of the time schedule and will do the necessary bookkeeping.

B. Revised Projects

1. Prior to the March meeting of the Western Directors the Chairman of the Regional Research Committee, with the assistance of the Recording Secretary, will write all Directors listing the regional projects which will terminate on June 30 of the following year. (i.e., the notice will go out 15 months in advance of scheduled termination.)
2. Prior to the summer meeting of the Western Directors the Administrative Advisers will supply to the Regional Research Committee a recommendation for termination, extension or revision.
3. If extension or revision is recommended, a comprehensive statement of the accomplishments of the project and the justification for continuance must accompany the recommendation.
4. The Regional Research Committee will consider the recommendation of the Administrative Adviser and may request a general discussion by the Western Directors before a decision is made at the summer meeting.
5. If the revision is authorized the Administrative Adviser will proceed to have the revised outline prepared.
6. The Regional Research Committee will assist with advice, if requested, at the time of the November meeting.
7. The revised project outlines will be finally considered by the Regional Research Committee and the Western Directors at the following March meeting.
8. The approved outline, with an appropriate number, will be forwarded to the Committee of Nine.

C. General

1. Western Directors have noted before that, under present policies and practices, a regional project that is due to expire seems to have a better chance of getting revised than a new project has of getting launched. This is not intended. The avowed policy is hereby reiterated, to wit: proposed revisions and new projects will be evaluated by the same criteria and with the same priorities.
2. It is recognized that emergencies may arise that might justify the initiation of a regional project within a few weeks. Nothing in this policy shall preclude such action if, in the opinion of the Chairman of the Western Directors, it becomes necessary.

Regional Research Committee

K. W. Hill, Chairman
C. P. Wilson
E. G. Linsley
L. C. Ayres

July 27, 1967

APPENDIX F

UNIVERSITY OF CALIFORNIA
Office of Agricultural Publications

University Hall
Berkeley, California 94720

June 7, 1967

TO: Experiment Station Editors
Western States *

C
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RE: Proposal to standardize format of REGIONAL RESEARCH PUBLICATIONS

At the 1964 meeting of the Western Association of Experiment Station Directors certain guidelines were laid down for the handling and identification of publications resulting from "W" research projects. None of us has been following these guidelines 100%. While this does not pose any major problem, there would be definite advantages in standardizing our publications to a certain extent--making allowances for individual states' problems and preferences.

Here are the typographical elements involved and suggestions for handling each:

Logotype: Each of the publications is supposed to carry a logotype consisting of a map of the region (the 12 Western States, including Hawaii). I suggest that this design be standardized and hereby offer to have a commercial artist draw it up. California will pick up the expense involved and (after approval) provide photostats to the other states.

Regional statement: Each publication is supposed to carry the statement, "A Western Regional Research Publication." I suggest that this be incorporated into the logotype and printed as a unit.

List of Cooperating States: This is supposed to be printed on the front cover of each publication. I suggest this be relegated to page 2 (inside front cover) when so desired by the station editor.

Regional mailing indicia: I suggest this be carried either on page 2 or page 3, at the discretion of the editor or production man.

Series number: Normally these publications are issued in the Bulletin or Research Bulletin series of the state selected to do the printing. They are then given a number within that series. I suggest that NO OTHER NUMBERS be assigned to the publication. Double numbering creates an impossible situation for libraries and everyone else concerned with cataloging, filing, or citing these publications.

I would appreciate your comments and suggestions of the above proposals so that they may be presented to the Western Directors at their July meeting in Pullman.

/s/ Bill Paul
William W. Paul

* Oregon, Washington, Idaho, Montana, Wyoming, Colorado, Utah, Nevada, New Mexico, Arizona, Hawaii

cc: Dr. Mark Buchanan

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University of California
August 10, 1967

Mr. Leo R. Gray
Rm. 211
Post Office Bldg.
Berkeley, California

Dear Leo:

I wish you would express my special thanks to the Western Directors for their thoughtful consideration in sending special greetings during my recent illness. It is particularly fortunate that I am here in Berkeley and able to give you this message first-hand. Perhaps in a communication to the Directors, you will have opportunity of expressing my greetings before their next regularly scheduled meeting. We are on our way for a 10-months' stay at the University of Queensland, Saint Lucia, Brisbane, Queensland, Australia.

Mrs. Knoblauch and our daughter Carol are with me and they will see that I stay on a course of moderation. We sincerely hope that you will have a successful year in your efforts in regional and national planning for a more effective program of agricultural research. You will hear from me from time to time.

Sincerely yours,

/s/ Knobby

H. C. Knoblauch
Associate Administrator
Cooperative State Research Service

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Primary Responsibilities of a CSRS Regional Director

1. To conduct research program reviews in the State agricultural experiment stations of the region.
2. Work in cooperation with the Director-at-Large in facilitating and coordinating research plans and commitments consistent with projections of the Long-Range Study, constraints and opportunities in budget development, purposes and characteristics of the individual stations, and plans of the U. S. Department of Agriculture--particularly, those directly affecting programs for which CSRS has responsibility.
3. To provide leadership in working out special problems and requirements which mutually concern CSRS and State stations and forestry schools in the region.
4. To attend and participate in regional directors meetings as a CSRS representative. This would not preclude attendance at such meetings by the Administrator of CSRS or his designee.
5. To provide to CSRS such information and interpretations which are necessary to the agency in carrying out its programs in an effective manner.
6. Maintain liaison with leaders of programs and units in the region which are affiliated with other USDA research agencies.
7. Provide leadership in developing schedules of visitation and special conferences involving visits to that region by CSRS personnel based elsewhere.
8. To carry out special assignments from time to time.
9. To participate in planning and coordination of Regional Research.