

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

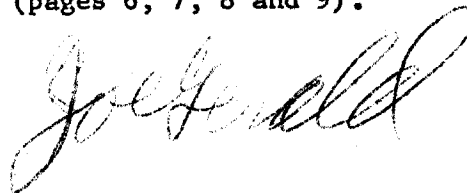
December 13, 1962

TO : Western Directors
FROM : John O. Gerald, Recording Secretary
SUBJECT: Minutes of November 1962 Meetings

Attached are Minutes from your recent meetings at Washington, D. C.

Your attention is invited, in particular, to the discussion on the Committee of Nine Report (pages 2-3) and to the proposal of the Regional Research Committee for the establishment of a Station P&C fund system (pages 6, 7, 8 and 9).

Attachment



MINUTES OF
WESTERN DIRECTORS' MEETING

Washington, D. C.
November 12 and 14, 1962

The meeting was called to order at 4 p.m. on November 12 by Chairman Ensign. The following were present during all or part of the meeting:

R. K. Frevert	Arizona
H. E. Myers	Arizona
A. M. Boyce	California
F. N. Briggs	California
E. G. Linsley	California
M. L. Peterson	California
W. R. Pritchard	California
D. W. Bohmont	Colorado
S. S. Wheeler	Colorado
R. D. Ensign	Idaho
J. A. Asleson	Montana
R. E. Huffman	Montana
R. E. Ely	Nevada
P. J. Leyendecker	New Mexico
M. L. Wilson	New Mexico
R. W. Henderson	Oregon
F. E. Price	Oregon
D. W. Thorne	Utah
M. T. Buchanan	Washington
L. W. Rasmussen	Washington
N. W. Hilston	Wyoming
R. G. Garner	CSESS
H. C. Knoblauch	CSESS
P. F. Sharp	Washington, D. C.
J. O. Gerald	Recording Secretary

Correction and
Approval of
August 1962
Minutes

The Recording Secretary read corrections to the August 1962 Minutes as follows:

Page 1: The initials of the representative of the Forest Service, at the meeting, are O. L. Copeland.

Page 7: The meeting of WSWRC was to be the week of October 29, rather than November 29 as recorded in the Minutes.

Page 33: Budget total for WM-17R at the \$1.0m increase level was corrected to read \$23,550 instead of \$23,350. At the \$2.0m increase level, budget total for WM-39 was corrected to \$29,950 instead of \$29,450, and for WM-17R from \$25,550 to \$25,350.

Wheeler moved, Leyendecker seconded, that the Minutes be approved as corrected.

Price commented that the order of nominations, listed on Page 26, may need correction. This will be an item for the agenda for the Spring 1963 meeting. Passed.

ESCOPE

Price reported on certain items considered by ESCOP and not reported to the Experiment Station Section meetings just prior to this meeting.

The resolution passed last year by the Experiment Station Section requested CSESS to consider if it would be feasible to report the research work of the Experiment Stations to the U. S. Department of Agriculture Advisory Committees. CSESS is of the opinion that it cannot do so with the manpower available.

Price also commented upon the proposal of the Chemical Residue Subcommittee of ESCOP requesting: 1) permission to publish a report at the National level; 2) permission to employ full-time professional and clerical help for the Subcommittee; and 3) permission to hold a National meeting of the Administrative Advisers and Chairmen of Chemical Residues Technical Committees.

ESCOPE has granted permission for the first two items, and recommends that the regional association furnish authorization of such travel by the representatives of the Western Region.

The Chairman asked if there were any objections by Western Directors to such meeting.

Buchanan moved, Price seconded, that Western Directors are agreeable to such meeting. Passed.

Committee of Nine

Rasmussen reported on the September 27-28, 1962, meeting of the Committee of Nine and discussed the Committee of Nine proposal relative to new procedures for allotting RRF. He mentioned several advantages and disadvantages connected with such system. He noted that these were mentioned in the Committee of Nine Minutes.

Linsley asked what means would be available under the new procedure for good communication between technical committees and Directors. Can the technical committee have any influence on an individual State Director, or must it be entirely at the mercy of the decisions of individual Directors in planning its program?

Rasmussen responded that, under the new system, Administrative Advisers and technical committees would not be concerned with budgeting details and, therefore, would have more time available for communicating Technical Committee wishes, both to individual Directors and to Western Directors.

Peterson asked if the decision on this proposal could be postponed until the Spring 1963 meeting. The opinion was that procedures established will be important in the conduct of the regional research program and that Directors should not make a hasty decision. However, it was pointed out that the proposal calls for activation of the new system beginning July 1, 1963. It was also pointed out that the draft revision of the Manual of Procedures clarifies many of the questions concerning procedures and relationships expected to prevail under the new system, and that the amount of simplification the procedures will bring about seems to justify its adoption at the earliest possible moment.

The question was raised as to what basis or procedures might be used by Western Directors in recommending State total allotments of RRF. In particular, would a basis be adopted that might cause the total RRF, going to certain States, to be reduced in the 1963-64 fiscal year under the level currently prevailing.

An opinion was expressed that no cut in the current levels would seem to be a safe premise.

If the allocation procedure indicates a redistribution of the total funds available, increments received in the future could perhaps be allotted in such a pattern that the indicated distribution would be attained.

The question was raised as to what criteria are available for indicating distribution among the States. Several possible criteria were mentioned.

Wheeler moved, Leyendecker seconded, that Western Directors approve the Committee of Nine proposal in principle, and instruct RRC to report in March 1963 as to: 1) What procedures in making this shift will be necessary if destruction of the good features of the current system is to be prevented; and 2) alternative ways by which State total allotments of RRF may be arrived at, or decided.

RRC was asked if it would be feasible for it to report by mail in advance of the Spring meeting, including data on the several criteria mentioned.

The question was raised if RRC should invite suggestions and comments from individual Directors for consideration at the March 1963 meeting of RRC.

By consensus, it was agreed that both of these should be done by RRC if feasible. The motion passed.

Special fund for
Reimbursing
Travel Costs of
Legislative
Subcommittee

Myers reported for the committee appointed in August 1962 to study the feasibility of establishing a special travel fund which would be used to reimburse the high cost of travel by Legislative Subcommittees from the West in connection with performance of duties falling upon this subcommittee. A survey

of Experiment Stations in the West has been made and the committee is now attempting to resolve what course it should recommend. The committee was continued with the request that it report again at the March 1963 meeting.

USDA-Experiment
Station Collab-
oration in De-
velopment of
Facilities and
Research Programs
of a Regional
Nature

The letter from Chairman Sloan of North Central Directors to Secretary Freeman, regarding this question, was called to the attention of the Directors. It was reported that Secretary Freeman had responded to this letter that USDA does wish to utilize existing facilities to the fullest possible degree. However, Directors questioned if the degree of collaboration in the programs conducted by these regional laboratories was sufficiently well organized.

Wheeler suggested that more collaborator conferences might be used. It was also suggested that technical committees might be encouraged to invite laboratory research personnel to their meetings.

The question was raised if Western Directors wish to write to Secretary Freeman along the lines of Chairman Sloan's letter, and perhaps with some emphasis that Western Directors would like more consideration by the Department of the feasibility of using existing facilities before approving the establishment of new ones.

In the absence of a motion, the Chairman suggested that Directors individually consider these matters and use all methods at their disposal to keep this matter before the Department.

RRC Report

REPORT OF THE COMMITTEE ON REGIONAL RESEARCH
to
THE WESTERN DIRECTORS
Washington, D. C.

November 14, 1962

The following were present at the November 11, 1962, meeting of the Regional Research Committee:

J. A. Asleson
R. E. Ely
N. W. Hilston
N. F. Farris
L. W. Rasmussen
J. W. Oxley
J. O. Gerald, Recording Secretary

A. Interim Actions

1962-63 Allotment Recommendations -- Per motion passed at your August 1962 meeting, RRC and your chairman have recommended allotments of 1962-63 appropriations for review by the Committee of Nine at its concurrent session. Copies of these are being distributed for your information and use.

B. New Project Outline Reviewed

W-76, Capital-Labor Substitution and the Demand for Agricultural Labor in the Western Region -- The outline for this project, distributed to RRC members by the Administrative Adviser on October 4, 1962, is improved in all respects requested by RRC in March 1962. RRC believes the current outline is adequately prepared for approval, and recommends that the project be activated as W-76 7/1/63, with a termination date of 6/30/68.

[Hilston moved, Wheeler seconded, adoption of the recommendation. Passed.]

C. Other Project Notes

W-12, Bean Breeding -- RRC notes for the guidance of this committee that a one or two page statement of justification and objectives for a revision should be submitted to RRC and Directors for review and approval before the full packet is prepared. This proposal should have more specific objectives than the current project. The committee should decide if it is to study diseases or do breeding research. If to study diseases, what type, soil borne or viruses? These are a few thoughts the committee may find to be helpful.

W-46, Climatic Stresses on Cattle and Sheep -- Technical committee has requested a one-year extension to 6/30/64, in which to complete investigations underway and to publish findings. RRC recommends extension as requested. RRC notes that the committee is considering a revision of this project and notes here for its guidance that a one or two page statement of justification and objectives for a revision should be submitted for review by RRC and Directors at an early meeting.

[Hilston moved, Leyendecker seconded, extension of project to 6/30/64. Passed.]

WM-23, Wool Marketing -- RRC reviewed the findings of a survey conducted by the Administrative Adviser of this project to determine interest in and reasonableness of a reactivation of this project for the purpose of preparing and publishing a regional report. RRC recommends that the project be tentatively approved for reactivation July 1, 1963, for such purpose, and, subject to agreement of the Director of the New Mexico Station, that New Mexico be assigned responsibility for this work. Most of the former committee members believe that Dr. MacFadden of New Mexico could most effectively prepare the report for publication. If Western Directors agree with this recommendation, RRC suggests that New Mexico determine the probable costs of preparing and publishing the report and submit an estimate so that a special allotment for the work can be considered at the March 1963 meeting. Final decision on reactivation would then be made.

Hilston moved, Wheeler seconded, adoption of the recommendation, subject to one-year duration, and submittal of a tentative outline for the regional report for review in March 1963. Passed. 7

W-56, Nematodes and Root Diseases -- RRC reviewed a proposal for revision by this committee. RRC believes there is need for research on nematology and that there are regional problems in this area. However, the objectives as presented seem to broaden the current project, and RRC suggests that the committee attempt to define one or two specific problems for study. RRC asks if the committee might not narrow the scope further. RRC also questioned the need for the survey envisioned under objective 1, particularly for any large-scale survey of specific pathogenicity.

W-43, Leguminous Forage Insect Pests -- Termination report has now been prepared and distributed. RRC finds it acceptable.

D. Regional Research Criteria and Policies

RRC reviewed the August 1962 action directing RRC and Western Directors to prepare and distribute a digest of our policies and procedures for preparation and review of regional research. RRC reviewed a preliminary draft of such digest and will attempt to have one ready for Directors' review and action at the March or summer 1963 meeting, if Directors so wish.

E. Station P&C Funds

RRC was directed in August 1962 to prepare a detailed plan for assigning P&C funds under a regional administrative project directly to Stations rather than to projects. The first question asked by RRC was whether such system would be feasible or desirable if the Committee of Nine proposal on allotment of RRF directly to Stations was adopted. Certain legal and other problems in reimbursing regional travel from RRF led RRC to conclude that a regional administrative project for P&C and special trust allotments would be almost mandatory, at least for several Stations in the West. Consequently, RRC undertook to prepare a plan for your review.

A major problem to be solved in arriving at a plan was that of determining how to divide the total regional P&C funds among the Stations. Solution of the problem required either arbitrary determination of regional travel costs for each of the 12 Stations or some feasible estimates of these. Estimates were made as follows:

Travel cost items estimated for 12 Stations, 26 meeting places

1. Round trip air coach fares, where feasible and economical.
2. Round trip first class air fares where air coach was not available.
3. Surface transportation where air service was not available.
4. Limousine fares, origin and destination.

(Items 1-4 were combined into mixed classes and types of service for complete round trips.)

5. Travel time, three hours per "leg" of trip and per change at \$12 per day.
6. Two days attendance at meeting at \$12 per day.

Authorized travelers defined as

1. Administrative Adviser, and
2. One traveler per State having an RRF-supported contributing project to each of the 63 regional projects active in 1961-62.

Representative meeting places estimated from

1. Record of meeting places of all 63 committees in 1961-62, adjusted for concentrations caused by WSWRC and WFEA selections of places.
2. Final travel cost estimates adjusted to distribute "no-cost" trips proportionally among 11 Western States.

Estimated average cost per regional trip made by "authorized" travelers of 12 Stations in 1961-62

State State	Average Cost	Rank	No. of "authorized" travelers	Estimated Total Reimbursable Costs in 1961-62
Arizona	\$155	10	38	\$ 5,890
California	125	3	59	7,375
Colorado	120	2	44	5,280
Hawaii	375	12	24	9,000
Idaho	150	9	35	5,250
Montana	145	8	44	6,380
Nevada	135	5	23	3,105
New Mexico	155	11	32	4,960
Oregon	140	6	54	7,560
Utah	115	1	39	4,485
Washington	140	7	45	6,300
Wyoming	130	4	35	4,550
TOTAL	\$148		472	\$70,135

Total P & C allowances in 1961-62	\$85,182
Remainder for other authorized travel	\$15,047

RRC recognizes certain possible shortcomings in these estimates. For example, the estimates make no allowance for non-RRF contributing projects, differential incidence of interregional travel, and other such authorizable travel. Nonetheless, RRC recommends that the average regional trip cost estimates be used for the purpose of prorating to the 12 Stations approximately \$85,000 P & C funds, to be taken off the top of Western RRF, for the 1963-64 fiscal year. RRC further recommends that the results be reviewed after one year of operation, and that average regional trip cost estimates be revised then and from time to time, usually once each year, as RRC and/or Directors request.

If Directors approve, State allotments under the administrative project will be determined as follows:

1. A total budget for the regional administrative project will be projected at the Summer meeting each year. The total budget would be adjusted over time to reflect any change in the number and costs of regional trips.
2. A count of the number of contributing projects and adviserships each Station is likely to have in the upcoming fiscal year will be obtained at the Spring meeting. Multiplying these counts by the estimated average regional trip costs, Station by Station, will provide a basis for prorating the P&C portion of the total budget of the regional administrative project among the 12 Stations.
3. The travel allowances determined as above will be augmented by any special trusts, such as for the Recording Secretary, to be assigned to specific Stations, to arrive at final allotment recommendations.

RRC believes that the above method can operate effectively and expeditiously. Nonetheless, no Director should expect his regional P&C fund to cover exactly all costs of normal regional travel in any one year. However, it is hoped that allotments will, over a period of years, cover all such costs for each and every Station, and that only minor shortages or surpluses will develop in any year.

In the opinion of RRC, current policies of Western Directors on travel at P&C expense should be the guide each Director uses in authorizing regional travel of personnel of his Station at P&C expense. Such guide will help to insure that costs of travel the region would expect of personnel at each Station can be reimbursed. If surpluses in a P&C fund appear in prospect, the Director can pay bills for other travel on regional projects and other services out of the P&C fund, as allowed by CSESS regulations, or effect within or between Station transfers of residues. In the event of deficits, the Director will be

expected to reimburse necessary regional travel for the balance of the fiscal year out of other funds, RRF, Hatch, or State, as is now done in such cases.

Hilston moved, Peterson seconded, adoption of the estimates and plan of procedure for use on a one-year trial basis.

Price asked if RRC considered the plan to be worth the complications such project and procedures might bring about.

Buchanan moved, Huffman seconded, tabling the motion, with the understanding that RRC will study the proposal further and report back at the March 1963 meeting.

Passed.

Invitation to
Spring Meeting

Director Peterson reported that he had been approached concerning the desirability of inviting Director Mick of the Alaska Station to attend the March 1963 meeting of Western Directors.

It was noted, for the record, that any Director in the United States has a standing invitation to attend the meetings of this regional association.

By consensus, it was agreed that the Chairman should write to Director Mick that Western Directors would be happy to have him in attendance at the March 1963 meeting, or at any other meeting.

Frevert reported that Mr. E. D. Eaton of the Department of Interior has expressed his regrets at being unable to accept invitations from Western Directors but that he will make every effort to attend either the Spring or Summer 1963 meeting, if re-invited.

Frevert moved, Leyendecker seconded, that Mr. Eaton be invited to attend whichever of these meetings would be most convenient.
Passed.

Meeting of Home
Economists to
Plan Program for
NIH Support

Frevert reported on the latest developments relative to the regional project being written by a group of Home Economists which is to be submitted to NIH for funding. The group has met and developed a tentative outline, but they have requested a second meeting which would be for the purpose of completing the proposal.

Frevert moved, Leyendecker seconded, that such meeting be approved, subject to a draft of the project being circulated to the members of the group for study prior to the meeting.
Passed.

Agricultural
Adjustment Work-
shop for 1963

Henderson reported on plans for the Agricultural Adjustment Workshop to be held at Fort Collins, Colorado, June 17-19, 1963. He reported that the program is being developed and

asked Huffman to comment on general plans. Huffman reported that there will be five separate half-day programs. The first half-day will be a program by Presidents of State Universities and Land-Grant Colleges, and will be concerned with what position agricultural schools should take relative to certain agricultural adjustment proposals. The second half-day program will be presented by the Deans of Schools of Agriculture. Experiment Station Directors will also present a half-day program.

Place and Dates
of Summer 1963
Meeting

Price suggested that the attendance at the Agricultural Adjustment Conference, at Fort Collins, would include most members of the Western Directors' group and seemed to justify calling the Summer meeting of Western Directors on consecutive dates, June 19-21, to be held at Fort Collins.

Wheeler assured the group that Colorado would welcome them and would make arrangements for their meeting if Directors so wished.

Thorne noted that Utah would re-extend its invitation for another year if Directors wished to accept the option before them.

Henderson moved, Wilson seconded, that the Summer meeting of Western Directors be held at Fort Collins, Colorado, to begin the afternoon of Wednesday, June 19, and to end not later than noon Friday, June 21.

WSWRC

Frevert reported on the meeting of WSWRC held the week of October 29, and that the Phosphate Workgroup has requested that it be permitted to meet in March or April 1963 on funds available to it from outside sources.

Frevert moved, Buchanan seconded, that the group be authorized to meet. Passed.

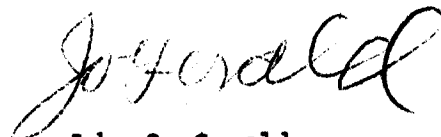
Appreciation

Leyendecker noted that the new Chairman will take office at the Spring meeting and moved that the group thank the Chairman for the manner in which the affairs of Western Directors have been conducted during the past year. The group seconded, and passed, the motion by applause.

Adjournment

The meeting was adjourned.

Respectfully submitted,



John O. Gerald
Recording Secretary