

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

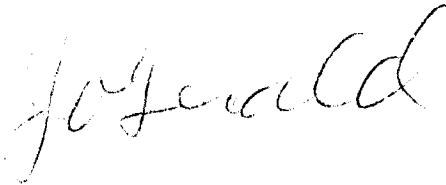
November 27, 1964

TO : Western Directors
FROM : John O. Gerald, Recording Secretary
SUBJECT: Minutes of November 1964 Meeting

Attached are the Minutes of your recent meeting. I was detained in Washington and Salt Lake City until November 25, so these Minutes are later than we wished them to be. In the interest of getting them to you immediately, we are omitting the usual memorandum calling specific items to your attention.

We do wish to call to your attention the correct dates for your Spring 1965 meeting. These are March 3-5, 1965 for Western Directors and March 1-2 for RRC. We regret that we inadvertently listed March 2-4 as the dates on the Preliminary Agenda for your November 1964 meeting. Please check your calendars and enter the dates of March 3-5, 1965.

Attachment



cc: Associate and Assistant Directors

MINUTES OF
WESTERN DIRECTORS' MEETING

Committee Room D
Sheraton Park Hotel
Washington, D. C.
November 11 & 13, 1964

The meeting was called to order at 7:05 p.m. by Chairman Buchanan. The following were present during all or part of the two meetings:

R. K. Frevert	Arizona
H. E. Myers	Arizona
A. M. Boyce	California
C. F. Kelly	California
E. G. Linsley	California
M. L. Peterson	California
D. F. Hervey	Colorado
S. S. Wheeler	Colorado
G. Stanford	Hawaii
R. D. Ensign	Idaho
J. E. Kraus	Idaho
J. A. Asleson	Montana
R. E. Huffman	Montana
D. W. Bohmont	Nevada
R. E. Ely	Nevada
P. J. Leyendecker	New Mexico
M. L. Wilson	New Mexico
R. W. Henderson	Oregon
F. E. Price	Oregon
K. W. Hill	Utah
V. R. Smith	Utah
D. W. Thorne	Utah
M. T. Buchanan	Washington
L. W. Rasmussen	Washington
N. W. Hilston	Wyoming
J. W. Oxley	Wyoming
B. F. Beacher	CSRS
T. C. Byerly	CSRS
N. F. Farris	CSRS
J. O. Grandstaff	CSRS

J. O. Gerald Recording Secretary

Approval of July
and September
1964 Minutes

Frevert moved, Ely seconded, approval of the Minutes of the July 1964 regular meeting and the September 1964 called meeting as distributed. Passed.

Committee of
Nine

Rasmussen commented upon actions by the Committee of Nine at its June and September 1964 meetings. In particular, he discussed the suggestions of the Committee of Nine, which grew partly out of preliminary ideas of WAERC, for simplification of regional research review and approval procedures. Rasmussen will present more ideas and lead discussions on these suggestions at the March 1965 meeting of Western Directors.

Rasmussen also briefly amplified on the Committee's program plans as recorded in its Minutes for September 1964, and indicated that further planning would be done at the consecutive meeting of the Committee on November 12, 1964.

WSWRC

Frevert reported on the meeting of WSWRC in Reno in late October. The Committee honored its adviser over many years, D. W. Thorne, and named him patriarch of soil and water research in the West. The group presented Thorne with the symbol of his title, a beard, and in other ways made known to him their fondness for him and their appreciation for his many contributions. O. R. Neal, CSRS, was made Vice-Patriarch, with similar symbol being bestowed upon him.

Frevert reported that WSWRC reviewed its status and functioning. It recommended that WSWRC be continued, and that Western Directors encourage Heads of Departments of Soil and Water to attend more regularly. The group considered the desirability of meeting in separate sessions, but made no recommendation as such on this.

Frevert moved, Thorne seconded, that the Soil Survey Workgroup of WSWRC be authorized to meet, probably in January or February 1965. Passed.

Thorne commended the Soil Survey Workgroup for its production of the "soil map" regional publication. He encouraged Directors to proceed with individual State publications which would amplify this publication.

WSSC

Thorne reported that the Social Science Committee met November 5-6, 1964, in Salt Lake City. Attendance was primarily of sociologists. The primary action by the group of interest to Directors was the recommendation that the group be authorized to continue as an advisory committee of Directors under the name Advisory Committee on Social Research in the Western Region. The group recommended further that "social research" be interpreted as "not including economics research."

The group's travel was financed by the Farm Foundation, and the adviser received tentative assurance of such financing for a second meeting in April 1965. The primary item for discussion at that meeting would be on the Economic Opportunity Act of 1964 and what Western Experiment Stations may contribute in the way of research in furtherance of the objectives of that Act.

Thorne also reported that W. L. Slocum of Washington State University was elected Chairman.

Price moved, Stanford seconded, that the name recommended be approved and the group authorized to meet in April 1965. Passed.

WAERC

Huffman discussed the justifications for the WAERC request to meet in Hawaii in January 1965. A statement of these justifications, along with a letter of invitation from the Hawaii Station, was distributed to Directors by mail. Following discussion of the general question of meetings in Hawaii, and appointment of Ensign, Chairman; Stanford; and Gerald as consultant, to develop a policy regarding approval of technical committee requests to meet in Hawaii, Huffman moved, Wheeler seconded, that WAERC's request for authorization to meet in Hawaii in January 1965 be approved. Passed.

WHEAL

Bohmont reported that the Western Home Economics Administrative Leaders will meet in San Francisco in February 1965 to review research proposals and to put priorities on these. He commented that this name seems to describe the group more precisely than did the former term applied, Home Economics Research Administrators Group.

RRC Report

REPORT OF THE COMMITTEE ON REGIONAL RESEARCH
to
THE WESTERN DIRECTORS
Washington, D. C.
November 8, 1964

The following were present at the November 8, 1964 meeting of the Regional Research Committee at Washington, D. C.:

N. W. Hilston
R. E. Ely
P. J. Leyendecker
B. F. Beacher
J. O. Gerald, Recording Secretary

R. W. Henderson

A. REVIEWS OF NEW AND REVISED PROJECT OUTLINES

W-71, Forest Tree Seedling Establishment as Related to Top and Root Development. This revision of the W-71 project was prepared by the technical committee without prior authorization from Western Directors. RRC finds that the objectives and title are not in complete harmony. The objectives probably cannot be completed in the time requested for the project. While Forest Service and Wyoming are mentioned as participating, the outline shows no assignments to these cooperators. Regional coordination of projects appears to be limited, and there is duplication of effort on the first three objectives. The last two objectives listed are understood to be a part of every regional project. No procedures are specified for these.

RRC recommends that the project be returned to the technical committee for further development. In re-drafting the outline, the committee should consider

carefully what the role in the project of the Forest Service is to be and how the project relates to and is coordinated with the large program in this area of the Forest Service. The regional nature of the program should be carefully specified in the outline. Objectives D and E should be eliminated.

Hilston moved, Henderson seconded, adoption of RRC's recommendation. Question was raised by several Directors if the area represented the most pressing problem in the forestry area. Hilston responded that RRC considered the area to be an important one, but did not attempt to review the total area of forestry research. The motion passed.

W-84, Evaluation and Augmentation of Biological Control Agents to Replace or Supplement the Use of Pesticides to Control Phytophagous Arthropod Pests. This outline was very hurriedly developed at the recommendation of the special Pesticide Research Committee. It represents an area of research which RRC believes the Region should strongly support, immediately and for some time to come. For this reason the outline merits more opportunity for full development than could be afforded in the available time.

The outline has a number of shortcomings. Full potential participation was not achieved by the Adviser, through no fault of his own. The contributing research is not as well directed toward a specific goal nor as well coordinated as is usually required for an approved regional project. For these and other reasons, RRC recommends temporary approval to 6/30/66 of the project outline as W-84. This will permit immediate funding and progress in some areas.

RRC recommends that Linsley be confirmed as Administrative Adviser for this project.

Hilston moved, Henderson seconded, adoption of the RRC recommendation that W-84 be temporarily approved to 6/30/66. Linsley stated that he would need amplification of the objections to the outline for guidance of the technical committee in revising. He stated that in his opinion the outline was excellent and that the committee had very adequately integrated the several projects.

Frevert asked if RRC's recommendation for temporary approval also carried approval of the proposed funding procedures. Hilston answered that RRC had a separate recommendation on procedures for funding pesticide and pest control research in the region. Linsley responded that the program of the technical

committee was contingent upon funding as proposed and that he as Adviser would have to reevaluate the project before approving it if the funding proposals were not adopted. He also pointed out that the technical committee was operating under authorization from Western Directors in planning the project and recommending on the funding of the work.

Linsley moved, Price seconded, that the motion be tabled pending report from Boyce who was Chairman of the special Pesticides Research Committee and, following this, a complete reading without action on all of RRC's report on pesticide and pest control research. This motion was adopted by consensus.

Boyce called attention to the report of the Pesticides Research Committee mailed to all Directors under date of October 14, 1964. He stated the background leading up to appointment of the committee and the instructions to the committee.

Hervey asked if the projects cited by the special committee are all that will qualify for funding under the earmark provisions. Rasmussen asked Farris to comment, who cited WM-16, all phases; W-35, objectives b and c; W-38, objective 3; W-45, all phases; W-52, all phases; W-74, objective C; W-77, all phases; W-82, all phases; and W-83, all phases; as being potentially qualified.

Hilston then read the remainder of the RRC Report relative to pesticides and pest control research. By consensus, the original motion re temporary approval of W-84 remained on the table pending resolution of funding procedures. (Although considerable discussion on funding occurred at this time, and decisions reached, the discussion and decisions are recorded following the RRC Report on funding, Item B, below.)

Linsley moved, Leyendecker seconded, that the motion to adopt RRC's recommendation for temporary approval of W-84 be taken from the table for consideration. Passed.

Linsley distributed copies of the W-84 outline to Directors and reviewed its development and substance with Directors. He noted that the California Station would have been unable to carry out the assignments of the technical committee if usual procedures on funding had been followed. He also noted the interrelationships of all projects to the central problem. He then recommended to Directors that the original motion on W-84 be defeated.

/Several Directors commented on the funding problem of W-84, but this discussion, and the decisions reached, are recorded below under Item B of RRC's Report. Essentially, the funding levels recommended by the technical committee could and would be met by volitional funding in all States except California and possibly Hawaii. Directors recognized the excellence of California's personnel to do the proposed work for the region and the demands likely to be placed on California by the other recommendations of the Pesticides Research Committee.

/After much discussion of implications of the original motion re W-84, of California's ability to proceed on W-84 under the funding decisions made, and of the Adviser's reluctance to return the outline to the technical committee, because of his belief that the project was excellent as presented, Rasmussen moved, Price seconded, that the original motion be amended to strike the word "temporary" and to change the termination to 6/30/69 instead of 6/30/66. Passed. At this point, RRC reported its reconsidered decision to remove its objections to the project outline. The main motion as amended, passed.

/Ely moved, Myers seconded, that Linsley be confirmed as Adviser to W-84. Passed.

B. OTHER RECOMMENDATIONS ON PESTICIDES RESEARCH

WM-16, Grain Insect Control. RRC recommends that this technical committee proceed with revision as was recommended by the Pesticides Research Committee.

/Ely moved, Henderson seconded, adoption of the recommendation. Passed.

W-82, Water Quality. RRC recommends that work in this approved area be funded and progress begin as currently organized. However, RRC believes that the W-45 and W-82 Administrative Advisers should confer as to satisfactory means for coordinating the activities of these two projects and make recommendation thereon for RRC and Western Directors' consideration at the March 1965 meeting. RRC so recommends.

/Ely moved, Henderson seconded, adoption.

/Thorne reported that an ad hoc committee of W-82 reviewed the recommendation of the Pesticides Research Committee that W-82 be closely coordinated with, and perhaps merged with, W-45. This committee felt that W-45 as a regional project is already too broad in

interest to justify merger. The committee recognized clearly the necessity for close coordination and cooperation within individual stations of W-45 and W-82 technical committee members. W-82 also noted that its members would likely use chemistry laboratories also used by W-45 members, but pointed out that funding of these could only be done at the station, not the regional, level.

[Boyce commented that the work must be integrated in that both soil physics and pesticidal chemistry is required in W-82.

[The motion passed.]

W-45, Pesticide Residues. RRC recommends that the W-45 technical committee be authorized to prepare an addendum to W-45 which would specify the objectives, procedures, and work assignments for the area on eliminating pesticides from animal feeds and products, as was recommended by the Pesticides Research Committee. This should be done at the November 18-19 meeting of the technical committee, and circulated to RRC and Western Directors for review and action by mail. The Committee of Nine will also be requested to review this by mail so that, hopefully, work can commence on or about January 1, 1965. To the extent possible, this work should be developed so as to be funded with marketing funds.

RRC sees no objection to W-45 technical committee beginning new work on nematocides, if acceptable projects are submitted.

[Ely moved, Henderson seconded, adoption of the recommendation. The question was raised if the W-45 project was becoming too broad, but no motion to amend was offered. Passed.]

W-52, Biochemistry, Herbicidal Action. RRC has no recommendation on the suggestion of the Pesticides Research Committee that W-52 be expanded to include insecticides and pesticides as well as the herbicides.

[Rasmussen asked if Directors had any instructions for W-52. Hervey pointed out that, to expand the project as recommended by the Pesticides Research Committee would require a doubling of the budget. He suggested that the committee might broaden the project at the next revision date. No motion was offered, however.]

Allotments of Pesticide and Pest Control Funds, RRF. RRC sees no merit in departing from established procedures

for the allotment of the \$183,750 RRF for the West which are earmarked for pest control research in 1964-65. In either instance, all Station Directors now must support research of their station personnel which will meet the intent of the earmark appropriation. RRC calls to their attention those areas recommended by the Pesticides Research Committee as areas which merit their strongest support. RRC recommends that the \$183,750 RRF be added to Station total allotments of RRF under established procedures.

Hilston moved, Henderson seconded, that the \$183,750 be allotted under usual procedures.

Discussion at one point centered around the problems which would be generated if the recommendation of RRC was adopted. The primary problem was that of funding new work of W-84, W-45, and W-82, at adequate levels by California, and to somewhat less degree by Hawaii and other stations. At another point, discussion centered around problems which would be generated if trust fund allotments, as recommended by the Pesticides Research Committee, were made.

The excellence of California and Hawaii personnel in the pesticides and pest control research area was recognized, and the position of California's Department of Entomology as being perhaps the most outstanding in the Nation was mentioned. Hawaii's pre-eminence in biological control and soil physics as related to water quality also was mentioned. The major contributions both of these stations are qualified to make to the solution of the serious problems of pesticides and pest control, for the Region and the Nation, was recognized. The responsibility of the Region to fund research on the basis of merit and need was considered by several Directors to be of paramount importance.

Directors also commented upon the longer-run nature of the pesticides and pest control problems. It was suggested that immediate solutions to these problems are not in sight and that continuing major efforts by all stations seem likely to be required. It was also pointed out that the earmarked appropriation for pesticides and pest control research was in large measure already distributed among all stations and that many of the stations need the additional support of RRF for strengthening their competences in particular areas and for coordinating and integrating these competences with those of the other stations in the Region and the Nation.

Rasmussen moved, Thorne seconded, that the motion be amended to allocate \$75,000 as recommended by the W-84 technical committee, and the remainder of the \$183,750 be allocated under usual procedures. Rasmussen, Thorne, Peterson, and others, noted that this amendment would permit California and Hawaii to carry out the assignments under W-84, but would not deprive other stations of any part of the regional funds. However, Linsley noted that California's project would continue for five years and that the amendment did not specify the duration of the special allotment. The amendment lost.

Byerly suggested that established procedures might be considered by some to have precedence for regular RRF allotted to the West, but that the emergency of the problems being attacked might justify special allotments of any additional funds coming to the Region. He indicated that it seemed likely the West would receive a share of the RRF reserve held by the Committee of Nine, and that Directors might consider using these funds in 1964-65 to help California in its difficult funding problem.

The original motion, that \$183,750 RRF for pest control research in 1964-65 be allotted under established procedures, passed.

Thorne moved, Wilson seconded, that Western Directors request the Committee of Nine to allocate the \$100,000 RRF reserve to the regions in the usual manner. The urgent need of W-84 for funds was cited to the committee as evidence that the Western Region will use the reserve funds in an effective way. Passed.

Thorne moved, Bohmont seconded, that \$18,000 of these additional funds be allotted to California for furthering its contributions under W-84 and that the remainder be allotted under established procedures. The motion included the provision that Western Directors will also continue to allot \$18,000 RRF to California "off the top" of the Western RRF in each fiscal year through 1968-69 in consideration of California's special effort on W-84. Passed.

RRC recommends that Directors highly commend Boyce and other members of his special ad hoc committee for their excellent review and recommendations. RRC further recommends that Linsley and the members of the W-84 technical committee be highly commended for their effort on behalf of the Region. All of these activities were of considerable assistance to RRC, and no doubt will help ease the tasks of individual Directors

in planning, approving, and funding the pest control research programs of the Stations and the Region.

✓Ely moved, Leyendecker seconded, unanimous commendation as recommended. Passed unanimously.

Request of W-6, New Plants, for Facilities. RRC received a request from the W-6 Adviser for \$45,000 to build a new greenhouse. This request was for regional research facilities funds under the 1964-65 facilities appropriations for pest control. RRC knows of no such regional appropriations.

✓No action was taken on this request.

C. REVIEW OF PROPOSED INTERREGIONAL PROJECT ON VIRUS OF CORN.

RRC reviewed the proposal distributed from the North Central Region that a project be developed on an interregional basis on the identity and properties of an apparently new virus causing a disease in corn. RRC recommends that WM-51 Sugar Marketing, be commended to the North Central Directors as representing a workable and desirable form for interregional cooperation under present RRF allotment procedures. RRC further recommends that Western Directors inform the Committee of Nine that the Western Regional Association is not in favor of development of an IR project in the manner recommended by the North Central Regional Association.

✓Ely moved, Hervey seconded, adoption. Passed.

D. REVIEW OF OTHER PROPOSALS FOR NEW AND REVISED PROJECTS.

W-49, Cattle Breeding Failures, technical committee submitted a proposal for revision. Insofar as RRC was able to judge, this proposal would not change the objectives of the present outline. RRC requests that the Adviser submit a statement which will clarify the intent of the committee. If the proposal is for a revision, RRC asks that the committee consider restructuring the project as a new one. If the proposal is to extend the present project, RRC asks that the committee submit a summary of accomplishments in the 8 years of work and a statement as to why the project merits continuation on a regional basis.

✓Ely moved, Henderson seconded, adoption. Passed.

W- , Enteric Disease (Scours) in Neonatal Calves. The need for this work is obvious and RRC believes regional coordination and cooperation to be well justified. RRC recommends high commendation for the

efforts of all who engaged in drafting this proposal. RRC further recommends that Pritchard be appointed Administrative Adviser to invite participation and to organize and advise a technical committee for writing the regional project outline.

/Ely moved, Stanford seconded, adoption. Passed./

E. REVIEW OF REQUESTS FOR EXTENSIONS.

WM-26, Consumer Purchases of Food, technical committee has requested extension for the purpose of preparing and publishing regional bulletins. RRC sees merit in this, and recommends that WM-26 be extended to 6/30/66 as a terminal date for these purposes.

/Ely moved, Hervey seconded, adoption. Passed./

WM-50, Lumber and Plywood Marketing, technical committee has requested that extension to 6/30/67 be granted. The project was originally planned to terminate 6/30/68, but RRC and Directors approved it only to 6/30/66. RRC recommends extension as requested. Three years is not enough to do the research.

/Ely moved, Henderson seconded, adoption. Passed./

F. AD HOC COMMITTEES RECOMMENDED.

RRC reviewed the need for ad hoc committees in the West, as was directed in July 1964. RRC is not prepared to recommend establishment of any committees at this time, but may recommend at the March 1965 meeting that Western Directors authorize a committee to review what is being done and to recommend what stations should do in the future in the area of Wildlife and Recreation Research. However, RRC will appreciate any written or oral suggestions Directors may have for consideration.

G. REASSIGNMENTS OF ADVISERS.

RRC reviewed a request from Frevert that he be relieved of some of his adviser assignments. In view of his burden with five such assignments plus his upcoming duties on ESCOP and the Legislative Subcommittee, RRC recommends that Kelly be appointed to advise W-24, Cotton Mechanization, and that Asleson be appointed to advise W-31, Soil Nitrogen.

/Ely moved, Leyendecker seconded, adoption. Passed./

H. REGIONAL PUBLICATION POLICIES.

RRC reviewed the publication policies of the Region with regard to a regional numbering system, cover identification

as regional, method of financing, etc. These policies follow:

Philosophy of Western Directors Regarding Publication of Results from Regional Research Projects

Western Directors favor publication of regional bulletins emphasizing results of regional significance, regardless of the source of financing for the research, and current and future technical committees are to be instructed to plan projects for and to develop regional publications in feasible instances /WD Minutes, July 1964, p. 18/.

Western Directors are confronted with such a variety of work that uniform rules cannot be given for each cooperative project, but adjustments must be made, bearing in mind the nature of the work and the uses to which the results can be put. A particularly heavy burden may be placed upon the Experiment Stations and Research and Marketing funds in the fields of Economics and certain phases of Home Economics because in these fields there are no professional journals available for the publication of lengthy manuscripts which usually result from work in these fields /WD Minutes, November 1952, p. 6 ff./.

Types of Publications Resulting from Regional Research Projects

Manuscripts appear to fall into three categories:

1. Definitely regional in which a number of Experiment Stations and, in some instances, USDA Bureaus have cooperated in the work and the staffs from several different Experiment Stations are co-authors. In this case, the publication should be printed at one of these cooperating stations with a regular number in that station's series. No regional number should be used without the formal approval of the Western Directors. The decision as to which station would involve the following points:
 - a. Proportionate amount of work done.
 - b. Cost of publishing at the various Experiment Stations involved.
 - c. Dominant interest of a particular State.
2. The second type of publication would result from a situation where phases of the broad program are broken down so that work done within a State may involve essentially that State only, in which case that State would do the publishing and publication should be issued as a State publication, indicating, of course, the cooperative nature of the work.
3. Some of the work may be of such a nature that the results would be most useful if published in a professional journal. Summaries of this work might be rewritten for publication in circular form on a State or regional basis /WD Minutes, November 1952, p. 6 ff./.

Responsibility for Preparation and Approval of Regional Research Publications

Responsibility for the preparation of manuscripts rests with the technical committee. The technical committee may appoint a subcommittee to be responsible for the preparation of a particular manuscript. The manuscript should be prepared by the authors and reviewed and approved by the technical committee or its subcommittee. When it is believed that the manuscript is in final form it should be approved by the technical committee chairman and the administrative adviser. If agencies of the U. S. Department of Agriculture had a part in the work, then the approval of the appropriate USDA agencies is required /WD Minutes, November 1952, p. 6 ff.

Responsibility for Preparation and Approval of Press Releases

It is the responsibility of the chairman of the technical committee to see that press releases, when desirable, are prepared. The chairman of the technical committee, in exercising this responsibility, should see that the authors of the manuscript, in conjunction with their own State Experiment Station publicity staffs prepare press releases for review by the chairman of the technical committee and the administrative adviser. Before the press releases are finally approved by the administrative adviser, copies should be sent by the chairman of the technical committee to all members of the technical committee because there may be certain situations within a given State which should be considered before the releases are finally approved. When the releases are finally approved, copies should be sent to each participating Experiment Station for local release within its own State and to the appropriate Bureau of the U. S. Department of Agriculture whose cooperation is involved. The releases should have a common release date /WD Minutes, November 1952, p. 6 ff.

Numbering of Regional Research Publications

No regional number should be used without formal approval of the Western Directors /WD Minutes, November 1952, p. 6 ff.

Standard Cover Format for Regional Research Publications

A uniform regional cover was adopted that will carry a map of the region (and other contributing states) and the name of all States should be carried on the cover /WD Minutes, April 1952, p. 7 ff.

Identification of Participating States on Regional Research Publications

The name of all States should be carried on the cover /WD Minutes, April 1952, p. 7 ff.

In order that there may be no doubt of acceptability of Western Regional Publications for mailing under the individual franking privileges of Experiment Stations, each regional publication will display, either on the front cover or the title page, a complete list of the 11 Western Experiment Stations including Alaska and Hawaii and USDA participating agencies, listed in full official name.

This policy of listing participating agencies formally and by name will obtain whether the publication is issued truly as a regional one or by one of the participating states in the State's own series. To make further certain that regional

publications will be frankable by all Experiment Stations of the Western Region, this statement should appear on an early page: "Under the procedure of cooperative publication, this regional report becomes, in effect, an identical publication of each of the cooperating agencies and of each of the Experiment Stations in the Western Region, and is mailed under the indicia of each." WD Minutes, November 1952, p. 6 ff./.

Financing Regional Research Publications

RRC called attention to the three types of publications which may result from a regional research project . . . The first type requires distribution throughout the Region and means for financing its publication must be assured. The following procedures were adopted:

1. Determination by the technical committee with approval by the Administrative Adviser of the number of reserve copies, if any, it wishes to have the publishing station hold for supplying out-of-region orders, etc.
2. Determination by the publishing station of the number of copies needed for distribution to libraries, etc.
3. Advance orders by each state and agency of the number of copies it wishes for within-state distribution. (All Western States, and other participating states and agencies, should be given the opportunity to place advance orders.)
4. Price advance order copies at a rate which will recover the total cost of publishing for the publishing station WD Minutes, November 1963, pp. 5-6/.

Reprinting of Regional Research Publications by Extension Service and Others

Western Directors adopted the following procedures:

1. The material may be used in its entirety and should include the cover.
2. If only a portion is desired, separate inserts should be used in their entirety together with the cover.
3. In either case, Western Regional Research Report No. ___ should be cited clearly in the reproduction as the source.
4. A preliminary draft of any proposed reproduction should be submitted for review to the technical committee member in the state concerned. In states not represented on the technical committee, the experiment station editor should consult the technical committee chairman prior to granting approval for publication WD Minutes, November 1957, p. 14/.

Reporting of Regional Publications for the Record

Western Directors adopted the procedure of reporting all regional research publications released in station series to the Recording Secretary who will compile these as needed for reporting in CSRS-OD-1194 WD Minutes, July 1961, p. 24/.

RRC finds these policies to be in harmony with policies in effect in other regions, in most respects, and believes these policies to be adequate and appropriate. One short-coming noted in the operations under these policies was that of consolidating a record of our regional publications. RRC recommends that CSRS take appropriate steps which will ensure reporting of these by the publishing stations on a biannual or annual basis. This might be done in connection with some other report now required to be submitted to CSRS.

[Ely moved, Henderson seconded, adoption. Passed.]

I. RRF ALLOTMENT PROCEDURES

RRC received a request from a Director that it review the policies of Western Directors with regard to manner of funding regional services and facilities, such as W-6, Plant Introduction Station. This request was accompanied by a proposal that funds for services and facilities which are expected to continue for more than one year be added to the base allotments of affected States, and not as trust funds allotted to the States.

RRC noted that costs of services and facilities are subject to change from time to time, whereas base allotments do not change, and that the level of desired services also may fluctuate. RRC believes the current method of annual review by RRC and Western Directors of needs and budgets, and the trust fund method of allotment, to be neither too tedious for RRC and Directors nor too restrictive on stations receiving the trust allotments. Consequently, RRC does not recommend any change in procedures adopted in March 1963 and now in effect.

[No action required.]

J. A PROPOSED REGIONAL PLANNING AND COORDINATION PROJECT

RRC is disturbed about the complexities a number of stations face in sending representatives to planning and coordination meetings in the Region for non-RRF supported research areas. RRC plans to draft a project for review by Western Directors and the Committee of Nine which might be approved as a regional project and which, if approved, would alleviate this problem.

In this connection, RRC believes that there may be numerous tasks for executive and subcommittees of the various technical committees in animal research in conjunction with the November 23-24 meeting in Salt Lake City. RRC recommends that all advisers immediately review project matters which might be dealt with at that time by such committees, and that they look with favor on valid requests for such meetings.

[No action required.]

K. PROJECT REVIEW AND APPROVAL PROCEDURES

RRC reviewed the recommendations of the Committee of Nine with regard to project development, review, and approval procedures. These recommendations were reported in Item 8, pages 10-11, of the September 22-24 Minutes of the Committee of Nine.

For the Western Region, RRC believes a simplified system might be beneficial in stimulating more high quality research. RRC recommends the following procedures, to become effective 7/1/65:

1. New projects will be authorized by Western Directors, upon RRC recommendation, on the basis of a review of a two or three page statement of the problem, justification for regional attack, and general objectives. For revision proposals, a critical review of the previous work would be attached to this proposal.
2. The Administrative Adviser would invite participation, organize the Committee, and advise it as at present. In addition, the adviser would be completely responsible for making the evaluation of the work assignments and outline format now done by RRC and Western Directors. He would be authorized to seek adequate technical review of the outline before approving it, including review by an advisory council or committee and, on occasions, by RRC and/or Western Directors.
3. The Chairman of Western Directors would be authorized to sign and forward to the Committee of Nine those outlines forwarded to him which bear the recommendation of the Advisers. However, he would be authorized to seek technical review prior to his approval, if he so desired.

James
/Ely moved, Leyendecker seconded, adoption.

/Thorne asked if the suggested procedures might not put advisers in difficult position. Rasmussen stated that it might not be wise to bypass RRC since RRC should guide the program. Ely responded that RRC and Directors would still review all proposals for revision and new work, as well as annual reports of progress.

/Byerly commented that the procedures seem to be constructive in that projects would be reviewed for substance by best qualified individuals. However, he cautioned advisers to make certain outlines are in good shape before submitting them to the Committee of Nine and CSRS.

/Peterson and others expressed their desire that the general intent of the recommendations be put into practice.

/The motion passed.

L. MARCH 1965 MEETING OF RRC

RRC requests that all matters for its attention at its March 1-2, 1965 Meeting be forwarded no later than February 15, 1965. Outlines for W-31R, W-50R, W-71R, WM-16R, WM- , (Livestock Feeds), WM-40R; W- , (Clay Mineralogy), W- or WM- , (Fruit Weight Reduction), W- , (Rest & Dormancy), and W- , (Calf Scours), may be ready for review then.

Policies for Reim-
bursement of
Travel Expenses
from Special
Travel Fund,
Amendment

Price reported that the travel policies adopted in July 1964 /WD Minutes, pp. 19-20/ had been found to be imperfectly worded. Price moved, Peterson seconded, that items 1 and 2 of these policies be deleted and the following substituted therefor:

To conduct business authorized and approved by the Legislative Subcommittee and/or ESCOP, including attendance at meetings of the full bodies and subcommittees thereof, but not including any business conducted consecutive with and at the place of the annual conventions of ASU&LGC.

The motion to amend passed.

Huffman reported the status of the fund for the information of Directors.

Identification of
Purposes of USDA
Checks to Experi-
ment Stations

Gerald read the following letters for information of Directors:

"July 28, 1964

"Dr. T. R. Ronningen
Cooperative State Research Service
U. S. Department of Agriculture
Washington, D. C. 20250

"Dear Tom:

"This is a reminder that several Western Directors asked CSRS to look into the feasibility of having USDA agencies identify the purpose of each check delivered to experiment stations. The problem, as you will recall, is that checks are delivered without designation of project, contract, or grant for which it is intended. This creates possibility of misapplication of the funds, and also causes much searching of records in attempts to identify purpose.

"It was a pleasure to see you again, and we are hopeful of seeing you in Berkeley soon.

"Sincerely,

John O. Gerald
Recording Secretary"

"August 21, 1964

"Mr. John O. Gerald, Recording Secretary
211 Post Office Building
Berkeley 1, California

"Dear Mr. Gerald:

"Your letter of July 28, 1964 to Dr. T. R. Ronningen, CSRS, has been referred to us for reply since we are responsible for the issuance of the checks for the Hatch, McIntire Stennis and Basic Research Grants. Our procedures require that each of these checks be identified as to the particular program for which it is intended.

"We have checked with other agencies of the Department of Agriculture who issue checks to the various State Agricultural Experiment Stations and have been advised that they also are supposed to identify each check as to its purpose.

"We would greatly appreciate being furnished the date, amount and number of any checks hereafter which are not identified as to purpose. This information would enable us to determine specifically what caused these errors of omission and to take corrective action so as to prevent recurrence.

"We thank you for bringing this matter to our attention.

"Sincerely yours,

/s/ John J. Kaminski

John J. Kaminski, Chief
Division of Budget and Finance"

"August 24, 1964

"Mr. John J. Kaminski, Chief
Division of Budget and Finance
Office of Management Services
U. S. Department of Agriculture
Washington, D. C. 20250

"Dear Mr. Kaminski:

"I will bring your letter of August 21, 1964, concerning the identification of purposes for which checks are forwarded to agricultural experiment stations, to the attention of Directors at their meeting in November 1964. Any Director having knowledge of a specific instance of failure to identify purpose of the check will be asked to notify you directly of this.

Letter to Mr. John J. Kaminski, 8/24/64, cont'd.

"Directors did indicate in their discussion of this problem that CSRS checks are properly identified. As best I can reconstruct the very brief discussion which preceded the request which was relayed in my letter of July 28, there may have been other Federal Departments involved as well as other USDA agencies. However, I do not become involved in the fiscal operations of any Station, so can only relay your request to Directors for their action.

"Sincerely,

/s/ John O. Gerald

John O. Gerald
Recording Secretary"

Report of Committee
to Review the
Matter of Tech-
nical Committee
Meetings in Hawaii

The committee composed of Ensign, Chairman; and Stanford, concluded that there are, on occasions, sufficient justifications for technical committees of regional projects to meet in Hawaii. However, the committee strongly believes that advisers should review the justifications for their committees carefully before authorizing any arrangements for such meetings.

The Committee suggests that Advisers should, first, satisfy themselves that any meetings in Hawaii will benefit the research program of the Region and/or Hawaii in some substantial way. Second, they should determine through correspondence with the Director of the Hawaii Station that plans for meetings of the groups in Hawaii are satisfactory to the Station and that related research facilities and agricultural areas of interest will be available for survey and study by the technical committees. Third, Advisers should determine, from the Chairman of Western Directors, what other groups have already been authorized to meet in Hawaii in the fiscal year in question. If two or more other groups have already been authorized to meet in Hawaii in that fiscal year, the Adviser should either not approve the proposed meeting place, suggest deferral of the meeting to a later fiscal year, or refer the matter to Western Directors for review and decision. Finally, Advisers should determine by survey of participating State members if a majority of the representatives will be in attendance.

The Committee recommends that the above suggestions be adopted as the policy of Western Directors regarding approval of meetings of technical committees in Hawaii, to become effective immediately. Further, the committee recommends that Advisers and Western Directors give low priority to requests for meetings in Hawaii of those technical committees for projects in which Hawaii is not an active participant, except in those instances when the Director of the Hawaii Station invites the technical committees for the express purpose of evaluating Hawaii's potential to contribute in the areas.

Ensign moved, Stanford seconded, adoption of the policies. Passed.

Animal Research
Review Plans

Beacher discussed progress in the Federal-State cooperative planning of animal research for 1970. Plans for a meeting of USDA scientists and administrators with personnel of the Western Stations were reported.

W-54 Revision
Authorization

Asleson reported that W-54, Adjusting Farming, was revised at the November meeting of the technical committee. This revision was done on request of the Committee of Nine.

Asleson moved, Rasmussen seconded, that Western Directors authorize the committee to present the revision for review and approval at the March 1965 meeting of RRC and Directors. Passed.

Nomination for
Marketing
Subcommittee
of ESCOP

The Nominating Committee [Asleson, Chairman; Thorne; and Peterson] presented the name of R. E. Huffman in nomination for the Marketing Subcommittee of ESCOP, a new subcommittee which will take over some of the work of ESMRAC.

Huffman was elected by unanimous consent to be the Western Region's representative.

Interregional
Proposal on
Human Nutrition

It was reported by Farris that the other three Regional Associations had voted against authorization of IR- , Implications of Pest Control for Human Nutrition and on Food Quality, as an interregional or CRF project. It was pointed out that these actions did not necessarily mean the project will not be developed for interstate cooperation.

Directors expressed their appreciation for the efforts of the individuals responsible for preparing the outline, and suggested that individual States in the West may be interested in participating in the project if it should be authorized as a North Central or other Regional project.

Resolutions of
Appreciation

Asleson moved, Hill seconded, that Directors express their appreciation for the many efforts and services rendered during the year by the Chairman, M. T. Buchanan; Vice-Chairman, R. K. Frevert; Secretary, E. G. Linsley; RRC Chairman, N. W. Hilston; and all members of RRC and other committees. Passed unanimously with applause.

Resolution of
Condolences

Linsley reported the death on November 9, 1964, of the mother of Director C. F. Kelly. He moved, Asleson seconded, that the Secretary be instructed to inform Director Kelly of Western Directors' sorrow and grief in his loss. Passed unanimously.

Dates for Spring
1965 Meeting

Linsley reported that the dates of March 3-5, 1965 have been reserved for the Spring meeting of Western Directors in Berkeley, California.

Place and Dates
of Summer 1965
Meeting

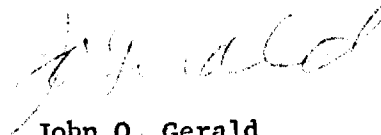
Ely invited Western Directors to meet in Nevada or eastern California near Reno in the Summer of 1965. Leyendecker moved, Oxley seconded, acceptance of this invitation. Passed.

Wheeler moved, Leyendecker seconded, that the meeting be held July 20-22, 1965. Passed.

Adjournment

The meeting adjourned.

Respectfully submitted,



John O. Gerald
Recording Secretary