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MINUTES OF THE SPECIAL MEETING
of the
STATE BOARD OF AGRICULTURE
August 16, 1949

Present: Mr. Brody (Chairman); Messrs. Akers, Armstrong, More; Miss Jones; President Hannah;
Treasurer May and Secretary McDonel.

Absent: Mr. Mueller; Dr. Thurston

NEW BUSINESS

1. The Board convened at the dinner hour in the Union Building and discussed the history of the development of the Continuing Education and Hotel Building project from its inception. Bids were taken on August 9th. The Kellogg Foundation has agreed to provide \$1,400,000 toward the cost of the construction. Provisions have been made in the budget for the current year to make possible the extension of the necessary utilities to the site (water, sewer, electricity and steam) a foot bridge across the Red Cedar River to connect the site the main campus; to provide for the grading, filling, landscaping and surfacing of the parking area; to provide for the furnishings of the building beyond those provided by the hotel industry and the Kellogg Foundation; and our share of the cost of the increased size of the dining hall. The Board reached the following agreement:

Discussion of
Continuing
Education and
Hotel Build-
ing project

- a. It was agreed that if, after discussion with Architect Sarvis, Mr. Foster, Mr. Scott, and Mr. Horn it was decided to proceed with the 6th and 7th floors of the building, funds to pay for these floors would be appropriated from accumulated balances in the Barracks housing, Faculty housing, Quonset Village, et cetera, accounts.
- b. It was agreed that the policy of operation for this facility, upon completion is to make the lodging facilities available to persons in attendance at the Continuing Education programs and all others having business with the College including alumni, the parents of students, prospective students, visitors to the College, et cetera. It is not to be the policy to make an effort to cater to the general hotel trade in competition with commercial hotels. The primary purpose of the housing and dining facilities is to render service to the clients of Michigan State College. This does not mean that others are to be excluded but no effort will be made to encourage their patronage.

At this point Architect Sarvis, Professor Horn, Mr. Foster and Mr. Scott were invited to meet with the Board. Architect Sarvis made a general presentation of the project, discussed the bids and his recommendations. Mr. Foster, Mr. Scott and Mr. Horn discussed briefly the functions of the project and there was considerable questioning and discussion.

Contracts
for construc-
tion of the
building are
to be negoti-
ated with
Reniger,
Spitzley and
Hatzel and
Buehler and
Garlock

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to authorize the President, Secretary and Comptroller to negotiate contracts through Architect Sarvis with the low bidders,- the Reniger Construction Company of Lansing, the general contract; the R. L. Spitzley Company of Detroit, the plumbing and heating contract; the Hatzel and Buehler of Detroit, the electrical contract; the Garlock Company of Lansing the refrigeration contract; - the exact amount of the various contracts to be negotiated by Mr. Sarvis with the contractors and dependent upon the alternates that are agreed upon. The elevator contract is to be awarded upon the recommendation of Mr. Sarvis since it seems that the low bidder has not bid on the specifications. Upon the successful negotiation of the contract with the general contractor, the beginning of construction is authorized. A detailed tabulation of the bids as taken August 9th is a supplement to these minutes.

Circulating
ice water to
be included
in all sleep-
ing rooms.

2. Mr. Foster and Mr. Scott strongly recommended the acceptance of the alternate bid increasing the cost by approximately \$10,000 to provide for circulating ice water in all sleeping rooms and throughout the building; and they also recommended the acceptance of the alternate providing for a central vacuum system throughout the building at a cost of approximately \$4,000.

After considerable discussion, on motion of Mr. Brody, seconded by Mr. More, it was voted to authorize the inclusion of these alternates in the contracts.

Mr. Sarvis
instructed
to detailed
tabulation
of costs to
provide
cooling and
air condi-
tioning

3. Mr. Horn, Mr. Foster and Mr. Scott strongly advocated the inclusion of air conditioning in all public areas in the building. This feature is included for the auditorium in the bids as taken and an alternate provides for it in the dining hall and adjacent conference rooms. No provision is made for air conditioning and cooling the lobby, the classrooms, other conference rooms or in other areas in the building.

After considerable discussion, it was decided to instruct Mr. Sarvis to prepare for the next Board meeting a detailed tabulation of costs involved in providing cooling and air conditioning -

- a. For the entire main floor, including classrooms, conference rooms and lobby not now covered in the alternate bids, and
- b. The cost of providing cooling and air conditioning in one or two floors of sleeping rooms.

It is understood that this is not to delay the beginning of construction and that detailed costs will be prepared by the plumbing and heating contractor covering these items before the prime contract with him is negotiated so that if the Board decides to proceed, it can do so.

NEW BUSINESS, continued

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6th and 7th floors of Cont. Educ. building authorized.

4. In the preliminary discussion, much attention was given to the problems involved in assuring sufficient income from the hotel features of the building to take care of the continuing cost of their operation. This Board feels that the Continuing Education Center must be constructed, equipped and operated so as to assure that the hotel features will stand on their own feet financially. It is not intended to provide any subsidy of college funds for the dining or guest room facilities in this building. It was agreed that one or two additional floors of guest rooms would provide a greater margin of safety for the financial operation of the Center and if it is found that the additional rooms are not required for those involved in the Continuing Education projects consideration can be given to using them for permanently housing faculty members or for use as an additional dormitory for college students.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to proceed with the construction of the 6th and 7th floors and to authorize the inclusion of these floors in the contracts in accordance with the bids submitted with the understanding that the circulating ice water and central vacuum system as previously voted are to be included. On the basis of the bids as submitted, the total cost of the two floors is to be \$282,318, subject to revision due to the alternates.

College employees who work at State Fair to receive a per diem of \$12.50

5. A communication from Mr. James D. Friel, Manager of the Michigan State Fair, was read to the Board in which he advocated a per diem of \$12.50 for college employees working at the State Fair as a substitute for the previous arrangement that called for submission of itemized expense accounts. This recommendation was concurred in by Dean Anthony.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve this recommendation.

Corr. Course in heating & vent. deferred until next meeting.

6. The President presented the recommendation from Dean Miller of the School of Engineering, Dean Combs and Professor Horn to authorize a correspondence course in heating and ventilating and air conditioning. This is to be a non-credit course in cooperation with the American Association of Heating and Ventilating Engineers. The President pointed out that the college had followed a policy of not participating in the correspondence course field and indicated that if this project is approved, it should be with the understanding that it is not to be a precedent for the establishment of correspondence courses for college credit.

After considerable discussion, it was decided to authorize Professor Horn to proceed with the preliminary arrangements for this course but with the understanding that nothing was to be done that could not be cancelled at the September Board meeting and at that time Dean Miller and Professor Horn would be invited to appear before the Board.

PRESIDENT'S REPORTResignations Resignations

1. Resignation of Melvin W. Correll as Manager of Snyder-Phillips Halls, effective August 10, 1949, to accept a position in Detroit. This rescinds the action granting Mr. Correll a salary increase.
2. Resignation of O. Grant Reed as Assistant Physician at the Health Service, effective August 18, 1949. This rescinds the action granting Dr. Reed a salary increase.
3. Resignation of Vernon Hahn as Instructor in Forestry, effective September 30, 1949.
4. Resignation of Robert L. Keene as 4-H Club Agent in Monroe County, effective August 31, 1949 to accept a position with the Columbia City Saddle Club in Indiana. This rescinds the action granting Mr. Keene a salary increase.
5. Cancellation of the appointment of Leora N. Horning as Home Demonstration Agent at Large.
6. Resignation of Victoria Brust as Home Demonstration Agent at Large, August 31, 1949.
7. Resignation of Burton W. Kreitlow as Assistant Professor of Effective Living, effective August 31, 1949. This rescinds action granting increase in salary for Mr. Kreitlow.
8. Resignation of William Gilbert as Assistant Professor of Effective Living, effective August 31, 1949. This rescinds action granting increase in salary.
9. Resignation of John F. Weaver as Assistant Professor of Business Administration, effective August 31, 1949. Mr. Weaver plans to enter private business. This rescinds the action granting Mr. Weaver a salary increase.
10. Resignation of Frederick W. Maguire as Assistant Professor of Journalism, effective August 31, 1949, to accept a position at Ohio State University.
11. Resignation of Vaughn D. Hildebrandt as Instructor in Metallurgical Engineering, effective August 31, 1949, to accept a position at the University of Illinois. This rescinds the action granting Dr. Hildebrandt a salary increase.
12. Resignation of Grace Gutzler as Assistant Professor of Education, effective June 30, 1949.
13. Resignation of George W. Angell as Associate Professor of Education and Consultant in Research in the Basic College, effective August 31, 1949, to accept a position at New York State Teachers College.
14. Resignation of Alexander M. Chabe as Instructor in Foreign Languages, effective August 31, 1949.
15. Resignation of Ruth H. Radimersky as Instructor in Foreign Languages, effective August 31, 1949.
16. Resignation of Raymond M. Gonso as Assistant Professor of Philosophy, effective August 31, 1949 to accept a position in another field.

PRESIDENT'S REPORT, continuedResignations, continued

17. Resignation of Austin Foster as Assistant Professor of Psychology, effective August 31, 1949.
18. Resignation of Edgar A. Schuler, as Associate Professor of Sociology and Anthropology, effective August 31, 1949, to accept a position as head of the department of Sociology and Anthropology at Wayne University.

Leaves

Leaves

1. Leave of absence without pay for Robert Keith Hudson, Assistant Professor of Forestry, from September 26, 1949 to March 21, 1950, to complete the resident requirements for the Ph.D. Degree.
2. Leave of absence with half pay for Beatrice C. Frangquist, Lenawee County Home Demonstration Agent from September 16, 1949 to June 15, 1950, to study at Columbia University.
3. Leave of absence without pay for Fritz Herzog, Associate Professor of Mathematics, from September 1, 1949 to February 28, 1950, to accept an appointment as visiting professor at the University of Michigan. Leave of absence with full pay is granted Professor Herzog for the period from March 1 to August 31, 1950.

Appointments

Appointments

1. The following appointments were approved for the second 6-week summer session:
 - a. Orden C. Smucker of the Social Science Department at a salary of \$600 for the period to work on a research project, to be charged to the Church-Community study.
 - b. Mary Whitlock at a salary of \$225 for the period from July 25 to August 12 to teach in the Seminar in Textiles and Clothing.
 - c. Margaret Brew at a salary of \$260 for the period from July 25 to August 12 to teach in the Seminar in Textiles and Clothing.
 - d. Part-time instructors in Speech, Dramatics and Radio Education, as follows:
 - (1) Alice O. Barnhart at a salary of \$325
 - (2) Irene W. Harter at a salary of \$400
 - (3) Jane M. Goodale at a salary of \$200
 - (4) Ralph W. Duckwall, Jr. at a salary of \$400
 - (5) Marguerite M. Olsen at a salary of \$400
 - e. Evelyn Lyons as Assistant in Chemistry at a salary of \$95 per month, effective from August 16 to September 30, 1949.
 - f. Elaine VanAken Cowen as Instructor in Mathematics at a salary of \$200.
 - g. Max Weiner as Instructor in Psychology at a salary of \$200.
2. Appointment of Patricia Ring as Assistant in the Library at a salary of \$3000 per year, effective September 1, 1949. This is a new position and is on a 12-month basis.
3. Appointment of Miriam Bright as Assistant in the Library at a salary of \$3300 per year on a 12-month basis, effective October 1, 1949. This is a new position.
4. Appointment of Charles H. Clark as Manager of Snyder-Phillips Halls at a salary of \$4200 per year on a 12-month basis, effective September 1, 1949, to replace Melvin W. Correll, resigned.
5. Appointment of Ethel M. Flower as Acting Manager of Landon Hall at a salary of \$2400 per year, effective from September 1, 1949 to June 30, 1950. This is a replacement for Pearl Jackson who has been granted leave of absence.
6. Transfer of Dorothy J. Parker from Associate Professor of Physical Education, Health and Recreation for Women to the position of Social Director for Women's residence halls and a salary increase from \$5000 to \$5200 per year, effective September 1, 1949. It is understood that this position is for one year only.
7. Appointment of Lurline Mahan Lee as Adviser to Men's Cooperatives at a salary of \$3600 per year on a 12-month basis, effective September 1, 1949. This is a new position.
8. Appointment of William G. Thomas as Assistant Professor on the Board of Examiners at a salary of \$4000 per year on a 10-month basis, effective September 1, 1949, to replace John Daugherty, resigned.
9. Appointment of Harrison C. Fisch as Instructor in Agricultural Engineering at a salary of \$3600 per year on a 12-month basis, effective August 16, 1949, to replace P. E. Schleusener half-time and Jack Schram half-time.
10. Appointment of Ernest H. Kidder as Associate Professor of Agricultural Engineering at a salary of \$5800 per year on a 12-month basis, effective September 1, 1949, and paid one-half from College and one-half from Experiment Station funds. He will replace William H. Carter whose appointment has been cancelled.
11. Appointment of Richard Bruce Warren as Assistant Professor of Animal Husbandry at a salary of \$4000 per year on a 12-month basis, effective September 1, 1949. This is a new position.

PRESIDENT'S REPORT, continuedAppointments, continued

Appointments

9. Appointment of Harrison C. Fisch as Instructor in Agricultural Engineering at a salary of \$3600 per year on a 12-month basis, effective August 16, 1949, to replace P. E. Schleusener half-time and Jack Schram half-time.
10. Appointment of Ernest H. Kidder as Associate Professor of Agricultural Engineering at a salary of \$5800 per year on a 12-month basis, effective September 1, 1949, and paid one-half from College and one-half from Experiment Station funds. He will replace William H. Carter whose appointment has been cancelled.
11. Appointment of Richard Bruce Warren as Assistant Professor of Animal Husbandry at a salary of \$4000 per year on a 12-month basis, effective September 1, 1949. This is a new position.
12. Appointment of Noel P. Ralston as Associate Professor of Dairy at a salary of \$6000 per year on a 12-month basis, effective September 20, 1949, and paid one-half from College and one-half from Experiment Station funds. Dr. Ralston will replace R. E. Horwood, transferred.
13. Appointment of C. Igersoll Arnold as Forester in Charge of the Russ Forest at a salary of \$3300 per year on a 12-month basis, effective July 1, 1949. Mr. Arnold has previously been paid on the labor payroll.
14. Appointment of Walter Lemmien as Forester in charge of the Kellogg Forest at a salary of \$3500 per year on a 12-month basis, effective July 1, 1949, and paid one-half from College and one-half from Experiment Station funds. Mr. Lemmien has previously been paid on the labor payroll.
15. Appointment of Clifford L. Bedford as Associate Professor (Research) of Horticulture at a salary of \$5500 per year on a 12-month basis, effective August 16, 1949. This is a new position to be paid from Hope-Flannagan funds.
16. Transfer of Frank A. Madaski from Iron County 4-H Club Agent to County Agricultural Agent in Houghton and Keweenaw Counties and a salary increase from \$3900 to \$4200 per year, effective September 1, 1949. Mr. Madaski will replace William Cargo, transferred.
17. Appointment of Robert Ellsworth McAlpin as Assistant County Agricultural Agent at Large at a salary of \$3600 per year, effective August 1, 1949. This is a new position to be paid \$2100 from federal Smith-Lever funds and \$1500 from state offset funds.
18. Appointment of Ann LaVerne Garrow as Home Demonstration Agent in Osceola, Macosta, and Lake Counties at a salary of \$3200 per year on a 12-month basis, effective August 16, 1949, to replace Gail S. Clegg, resigned.
19. Transfer of Anne Elizabeth Field from Home Demonstration Agent at Large to Eaton County Home Demonstration Agent at the same salary of \$3200 per year, effective August 15, 1949, to replace Dorothy Brannstrom, resigned.
20. Transfer of Ingrid Tervonen from Home Demonstration Agent in Chippewa County to Home Demonstration Agent in Delta County at the same salary of \$3700 per year, effective August 15, 1949. This is a new position.
21. Transfer of Bernice LaFrenier from Home Demonstration Agent at Large to Home Demonstration Agent in Chippewa County at the same salary of \$3400 per year, effective August 15, 1949, to replace Ingrid Tervonen.
22. Transfer of Clara F. Glidden from Home Demonstration Agent at Large to Home Demonstration Agent at Large to Home Demonstration Agent in Wexford, Missaukee, and Roscommon Counties at the same salary of \$3400 per year, effective August 15, 1949. This is a new position.
23. Appointment of Edward B. Blackman as Assistant Professor of Effective Living at a salary of \$4400 per year on a 10-month basis, effective September 1, 1949, to replace Burton Kreitlow, resigned.
24. Appointment of Gilbert N. Ketcham as Instructor in Economics at a salary of \$3200 per year, on a 10-month basis, effective September 1, 1949, to replace William J. McKinstry, resigned.
25. Appointment of James P. Murphy as Instructor in Journalism at a salary of \$3500 per year on a 10-month basis, effective September 1, 1949, to replace Alan Scott, resigned.
26. Appointment of Kenneth G. Johnson as Instructor in Journalism at a salary of \$3500 per year on a 10-month basis, effective September 1, 1949, to replace Fred Maguire, resigned.
27. Appointment of William K. Cumming as Instructor in Journalism at a salary of \$3600 per year, on a 10-month basis, effective September 1, 1949, to replace Vernon B. Bowen, resigned.
28. Appointment of John George Laetz as Office Assistant in Physical Education, Health and Recreation for Men at a salary of \$3600 per year, on a 12-month basis, effective July 25, 1949. This is a new position.
29. Appointment of Henry J. Montoye as Assistant Professor of Physical Education, Health and Recreation for Men at a salary of \$4800 per year on a 10-month basis, effective September 1, 1949. This is a new position.

PRESIDENT'S REPORT, continuedAppointments, continued

Appointments

30. Reappointment of Mrs. Bodil Genkel Chenoweth as Instructor in Physical Education, Health and Recreation for Women at a salary of \$2500 for the period from September 16, 1949 to June 15, 1950.
31. Appointment of Carol Schier Goodale as Instructor in Physical Education, Health and Recreation for Women at a salary of \$1000 for the period from September 1 to December 31, 1949, to replace Nina T. Thomas.
32. Appointment of Anna May Redder as Instructor (Research) in Foods and Nutrition at a salary of \$3300 per year on a 12-month basis, effective September 16, 1949, for one year only. Miss Redder will replace Jean Boek who has been granted leave of absence, and she is to be paid from Experiment Station funds.
33. Appointment of Jean Foulkrod as Instructor in Home Management and Child Development at a salary of \$3100 per year on a 10-month basis, effective September 1, 1949, to replace Ruth Highberger, resigned.
34. Appointment of Betty Jean Garlick as Instructor in Home Management and Child Development at a salary of \$3200 per year on a 12-month basis, effective September 1, 1949, to replace Virginia Atkinson, resigned. Miss Garlick will be paid from the grant for the Spartan Nursery School.
35. Appointment of Esther Noland as Assistant in Home Management and Child Development at a salary of \$2200 per year on a 10-month basis, effective September 1, 1949, to replace Eileen Litka, resigned.
36. Appointment of Sarah Brier as Instructor (Research) in Textiles, Clothing and Related Arts at a salary of \$3500 per year on a 12-month basis, effective September 1, 1949. This is a new position to be paid \$900 from Experiment Station funds and \$2600 by the Bureau of Human Nutrition and Home Economics.
37. Appointment of Milosh Muntyan as Associate Professor of Education and Consultant in Research in the Basic College at a salary of \$6500 per year on a 10-month basis, effective September 1, 1949, to replace George Angell, resigned.
38. Appointment of Harriett Hillier as Instructor in Music at a salary of \$3000 per year, effective from September 1, 1949, to August 31, 1950, on a 10-month basis. Miss Hillier will replace Sizanne Pfitzner.
39. Appointment of Robert E. Dahnert as Instructor in Music at a salary of \$3600 per year on a 10-month basis, effective September 1, 1949, for one year only. Mr. Dahnert will replace J. D. Jackson who has been granted leave.
40. Appointment of Andrew Timnick as Assistant Professor of Chemistry at a salary of \$4300 per year on a 10-month basis, effective September 1, 1949, to replace F. R. Duke who resigned in 1948.
41. Appointment of Henry S. Leonard as Professor and Head of the Department of Philosophy at a salary of \$7800 per year, on a 12-month basis, effective September 1, 1949.
42. Appointment of Donald M. Johnson as Associate Professor of Psychology at a salary of \$5800 per year on a 10-month basis, effective September 1, 1949, to replace Jack R. Gibb, resigned.
43. Appointment of James S. Cunningham as Lecturer in Psychology at a salary of \$500 per term for the fall term and winter term of 1949-50.
44. Appointment of Raymond Scheele as Assistant Professor of Sociology and Anthropology at a salary of \$4000 per year on a 10-month basis, effective September 1, 1949, to replace E. A. Schuler resigned.
45. Appointment of Margaret A. Schlomer as Technician in Bacteriology and Public Health at a salary of \$2600 per year on a 12-month basis, effective September 1, 1949, to replace Doris H. Bauer.
46. Appointment of Shirley P. Martin as Medical Technician in Bacteriology and Public Health at a salary of \$2200 per year on a 12-month basis, effective September 1, 1949, and paid from the National Cancer Institute grant.
47. Appointment of Mrs. Gladys Laura Thomas as housemother in the Alpha Chi Sigma fraternity at a salary of \$100 per month, effective from September 1, 1949 to June 30, 1950.
48. Appointment of John Dudley Shingleton as Personnel Analyst at a salary of \$3600 per year on a 12-month basis, effective September 1, 1949. This is a new position.
49. Appointment of Emily L. Freeman as Assistant in the Library at a salary of \$3000 per year, effective September 16, 1949. This is a new position, 12-month basis.
50. Appointment of Norman Penlington as Assistant Professor of History of Civilization at a salary of \$4000 per year, effective September 1, 1949, to replace William Gilbert, resigned, -10 mo. basis
51. Appointment of Norman R. Sedlander as Instructor in Engineering Drawing at a salary of \$3500 per year on a 10-month basis, effective September 1, 1949, for one year only.

PRESIDENT'S REPORT, continuedTravel, continued

Travel

1. Full expenses for Andrew Quirrie to go to Lexington, Kentucky, on July 6-8 to get an American saddle mare.
2. First-class railway fare for B. P. Millar to go to Cambridge, Massachusetts, and Burlington, Vermont, on July 19 to September 15 for work on his research project; paid from an All-College Research grant.
3. Mileage on one car for L. F. Wolterink to go to Chicago on July 25 and 26 to consult with the staff of the Division of Biology of the Argonne National Laboratory; paid from Atomic Energy Commission funds.
4. Mileage on one car for E. P. Reineke and L. F. Wolterink to participate in a panel discussion on endocrinology of poultry at Guelph, Ontario, on July 31 to August 4; paid from Experiment Station funds.
5. Full expenses for Fred W. Stabley to attend the football writers' meeting in Chicago on August 9-13.
6. Full expenses for C. M. Hansen to go to Windsor, Ontario, on August 10 and 11 to participate in an inspection tour; paid from Farmers and Manufacturers Beet Sugar funds.
7. Full expenses for Donald Cation to go to Beltsville, Maryland, on August 13-18 to attend a meeting of a committee to compile a new handbook of virus diseases; paid from Experiment Station funds.
8. Mileage on one car for H. H. Anderson to go from Boulder, Colorado, to Denver and return to Boulder, to attend meetings of the American Psychological Association and interview candidates for staff appointments, on September 5-10.
9. First-class railway fare for L. V. Nothstine to attend the graduation exercises of the U. S. Air Force Institute of Technology in Dayton, Ohio, on August 19.
10. First-class railway fare for Olevia C. Meyer to attend the Home Lighting Conference in Nela Park, Ohio, on August 21-25; paid from Extension funds.
11. First-class railway fare for M. F. Obrecht to attend the meeting of the National Association of Power Engineers in Chicago on August 22-25.
12. First-class railway fare for William Love to attend the National Shade Tree Conference in Baltimore, Maryland, on August 22-27; paid from Extension funds.
13. Full expenses for H. P. Gaston to go to Chicago on August 25-28 to attend the Frozen Food Conference; paid from Experiment Station funds.
14. Full expenses for G. G. Quackenbush to attend the National Workshop on agricultural marketing and research at the University of Minnesota on August 27 to September 10; paid from Experiment Station funds.
15. Not to exceed \$40 for Arthur Isbit to attend the 1949 Northeastern Vegetable Variety Trials Field Days in Milford and New Haven, Connecticut, and Fielding Hills, Massachusetts, on August 29-31.
16. Mileage on one car for three members of the staff of the Journalism Department to attend the meetings of the American Association of Teachers of Journalism and the American Association of Schools and Departments of Journalism in Minneapolis, Minnesota, on August 29 to September 2.
17. Full expenses for E. E. Down to attend a meeting of the Seed Practices Committee in Madison, Wisconsin, on August 30 to September 1; paid from Experiment Station funds.
18. Full expenses for E. J. Wheeler to attend a conference of potato research workers in Eagle River, Wisconsin, on August 30 to September 3; paid from Experiment Station funds.
19. Travel allowances as follows for staff members to attend the meetings of the American Psychological Association in Denver, Colorado, on September 5-10:
 - a. First-class railway fare for P. L. Dressel
 - b. First-class railway fare for V. H. Noll
20. Full expenses for M. E. Cravens to attend a meeting of the Executive Committee of a research project in Madison, Wisconsin, on September 6 and 7; paid from Experiment Station funds.
21. Full expenses for John C. Speck and either C. D. Ball or Arlington Forist to go to Evanston, Illinois, on September 9 to attend a conference of the collaborators and research group associated with the Quartermaster Corps research projects on the "browning reaction"; paid from Quartermaster Corps funds.
22. Full expenses for P. W. Robbins and W. Ira Bull to attend the Region 9 State Nurserymen's meeting in Indiana on September 8-10.
23. Full expenses for L. G. Miller to participate in the annual conference of the advising Committees on the Administration of Research at State College, Pennsylvania, on September 12-14.

PRESIDENT'S REPORT, continued

Travel, continued

24. Full expenses for Tom King to go to Pittsburgh, Pennsylvania, on September 12 to 15 to attend a meeting of industrial personnel directors and college placement directors.
25. An allowance of \$36.40 each for Harold Hart and Elmer Leininger to attend the national meeting of the American Chemical Society in Atlantic City, New Jersey, on September 19-21.
26. First-class railway fare for Wilma Brewer to attend a meeting of the Mississippi Valley Trudeau Society to present work on riboflavin metabolism in tuberculosis in St. Louis, Missouri, on September 23; paid from Experiment Station funds.

Travel

Several members of Counseling staff changed to 12-month basis.

Miscellaneous

1. Change from a 10-month to a 12-month basis for the following members of the Counseling staff:
 - a. Joseph Norton, Assistant Professor, at a salary increase from \$4200 to \$4600 per year, effective September 1, 1949.
 - b. Eleanor K. Mitter, Instructor, at a salary increase from \$3000 to \$3300, effective September 1, 1949.
 - c. Robert A. Jackson, Instructor, at a salary increase from \$3300 to \$3600, effective July 1, 1949.
2. Change in the effective date of the appointment of Ralph Merwin Grimes as Instructor (Research) in Agricultural Chemistry from July 1 to August 1, 1949.
3. Change in the division of time and salary between the Experiment Station and the current budget in the Department of Agricultural Engineering, effective July 1, 1949, as follows:

Eff. date of appointment Ralph M. Grimes Aug. 1, 1949

Change in division of the approved for several folks.

	<u>Annual Rate</u>	<u>Current Budget</u>	<u>Experiment Station</u>
E. H. Kidder	\$5800	\$2900	\$2900
H. F. McColly	6600	3300	3300
D. E. Wiant	6600	3300	3300
C. F. Albrecht	5000	5000	
W. H. Sheldon	4400	2200	2200
P. E. Schleusener	4050	2025	2025
C. F. Becker	4500	2250	2250
H. C. Fisch	3600	3600	

4. The following compensation was approved for J. O. Veatch, retired professor of Soil Science, and this cancels all previous actions. For the year July 1, 1949 to June 30, 1950, he is to receive his retirement pension of \$1874. In addition he is to be paid for the months of July, August and September from Experiment Station funds \$318.84 per month or a total of \$956.52. For the period from October 1, 1949 to June 30, 1950, he is to be paid \$96.61 per month from Experiment Station funds or a total of \$869.50, and during the same period he will be receiving from the U. S. Department of Agriculture \$222.22 per month or a total of \$2000. His total compensation from all sources for the fiscal year will be \$5699.02.
5. Increase in salary for Guy H. Fox, Assistant Professor of Political Science and Public Administration, from \$4300 to \$4600 per year, effective September 1, 1949.
6. Increase in salary for Mary T. Frang, Instructor in Foods and Nutrition, from \$3500 to \$3600 per year, effective as of July 1, 1949.
7. Increase in salary for Marjorie Knoll, Instructor in Home Management and Child Development, from \$3400 to \$3600 per year, effective September 1, 1949.
8. Change the following people in the Division of Education from 10-month to 12-month basis, with the salary adjustments indicated, effective July 1, 1949:
 - H. M. Byram from \$7100 to \$7800
 - H. P. Sweany from \$5450 to \$6050
 - R. M. Clark, no change in salary (begins Sept. 1, 1949)
 - R. A. Garner from \$5100 to \$5600
 - G. E. Timmons from \$5100 to \$5600
 - Merle D. Byers from \$5300 to \$5900
 - Amy J. Holmblade from \$4200 to \$4700
 - Rosalind Mentzer from \$4400 to \$4900
 - Beatrice O'Donnell from \$5100 to \$5600
 - Meta Vossbrink from \$4600 to \$5100
9. Correction in leave of absence without pay for Herbert Weisinger, Associate Professor of English, from September 1, 1949, to August 31, 1953, to the period from January 1, 1950 to August 31, 1953. Professor Weisinger will be here during the fall term 1949.
10. Change in the effective date of the resignation of Charles Hall Kraft, Instructor in Mathematics, from September 15, 1949 to July 31, 1949.
11. Payment of an additional \$165 to Charles Hall Kraft in order to comply with the agreement that was made with him at the time he was employed.

Total compensation for J. O. Veatch to be \$5699.02

Inc. salary Guy Fox to \$4600

Inc. salary Mary Frang to \$3600

Inc. salary Marjorie Knoll to \$3600.

Several members Education staff changed to 12-month basis.

Correction in leave of absence Herbert Weisinger

Res. Chas. Hall Kraft to July 31, 1949.

Add. payment approved for Chas. Hall Kraft.

PRESIDENT'S REPORT, continued

Miscellaneous, continued

12. Approval of the request from J. M. DeHaan that he be relieved of administrative responsibilities and that his title be changed from Professor and Head of the Department of Philosophy to Professor of Philosophy, effective September 1, 1949.

13. The following amounts have been paid to salaried employees since the last Board Meeting:

<u>Auditorium</u>		<u>Miscellaneous</u>	
Charles Branz	\$ 9	Charles Blagdon	\$92.40
J. H. Emery	3	Betty Cochrane	2.00
Helen Evans	12	Ethel Crummer	4.00
Helen Greene	40	Helen Greene	5.00
James Huston	3	Rachel Ludlow	2.00
Noel Miller	3	Elizabeth McCleary	23.62
Gail Ryder	3	David W. Miller	45.05
Laurence Searl	3	T. B. Strandness	91.00
Robert Troxell	6	Joe Stites	12.00
Wayne VanRiper	26	Ledah Thompson	70.00
Clella Weissinger	6	Frederic Wickert	170.00

14. Report of the death of George Danciu, formerly Manager of the Auditorium, on July 16, 1949. Mr. Danciu was retired on a disability pension in July 1947.

15. Report of the death of J. J. Jakway, former member of the State Board of Agriculture, on Saturday, August 13.

16. Accepted checks totalling \$25,803.93 as final settlement from the administrators of the Erb Estate.

17. Accepted a grant of \$200 from the Thomas and Esther Pryor Foundation to be used for the assistance of foreign girls studying at Michigan State College in accordance with the wishes of the donor and to be administered by the Faculty Committee on Scholarships.

18. Accepted a grant of \$250 from the American Legion Post #402 to be used for paving an area for wheel toys in the Nursery School play yard.

19. Approved a memorandum of agreement with the Peoples Church of East Lansing covering a grant of \$1400 to be used under the direction of Dr. Orden Smucker in the Department of Sociology and Anthropology in a study of the expressed religious needs and attitudes of the residents of the East Lansing community.

20. Approved a memorandum of agreement with the National Association of Ice Industries of Washington, D.C., covering a grant of \$700 to be used under the supervision of H. A. Cardinell in the Horticulture Department in a study of post-harvest methods of handling and treating peaches to improve the quality of the final product.

21. Approved a memorandum of agreement with the Michigan Orchard Supply Company of South Haven, Michigan, covering a grant of \$600 to be used under the supervision of H. B. Tukey in the Horticulture Department in a study of the interrelationships between relatively heavy applications of high nitrogen fertilizers and soil moisture with fruit crops. The agreement provides for a graduate fellowship.

22. Approved a renewal of the agreement with the American Society of Heating and Ventilating Engineers of New York City covering a grant of \$1000 to be used in the Department of Mechanical Engineering in a study of friction in branch off-take fittings in rectangular ducts.

23. Approved a renewal of the memorandum of agreement with the American Dairy Association of Chicago, Illinois, covering a grant of \$3000 to be used under the direction of Dena Cederquist in Foods and Nutrition in a continuation of the study on the effect of mineral fertilization on the growth of crops on a depleted farm and the influence of these crops on the nutrition of cows. The agreement provides for a graduate fellowship.

24. Approved a memorandum of agreement with Harper Hospital of Detroit covering a grant of \$2000 to be used under the direction of D. T. Ewing in the Chemistry Department in a mutual training program for graduate research fellows. The fundamental research will be on problems of significance in medicine directed toward the discovery of new knowledge applicable to diagnose or treatment of medical conditions.

25. Authorized the completion of certain underground work in the area to be paved between the garage and the pedestrian bridge, at a cost of \$800, to be charged to Alterations and Improvements 1949-50.

26. Authorized certain alterations in the South Campus classroom buildings at a total cost of \$2800 to be charged to alterations and improvements 1949-50.

27. Approved the recommendation that the contract for the construction of radio booths in the Jenison Fieldhouse be let to the low bidder, the Christman Company at \$6,010. The bids submitted were as follows:

The Christman Company	\$6,010
Foster-Schermerhorn-Foster	6,653
Reniger Construction Company	7,306
F. J. Corr, Inc.	7,700

J.M. DeHaan relieved of administrative responsibilities.-title Prof. of Philosophy

Additional amounts paid salaried employees.

Report of death of Geo. Danciu

Report of death of J.J. Jakway

\$25,803.93 rec. as final settlement on Erb Estate.

\$200 grant accepted from Pryor Found.

to assist foreign girls \$250 from

Am. Legion Memo of agree with Peoples Chur - grant \$1400

Memo agree-ment Nat. Assoc. Ice Industries

Memo agree. Michigan Orchard Supply Company

Renewal agree Am. Soc. of Heating & Vent. Engr.

Cont. agree. Am. Dairy Association

Memo of agree-ment with Harper Hosp.

Paving around pedestrian bridge app.

Alt. on South Campus class-room bldgs.

Radio booths in Jenison approved.

PRESIDENT'S REPORT, continuedMiscellaneous, continued

28. Approved the recommendation that the contract for the first steps in the construction of new tennis courts be let to the low bidder, Ray Sablain, at \$4,003.20. The bids submitted were as follows:

Rab Sablain, Inc.	\$4,003.20
McLean Construction Co.	4,247.00
Angell Construction Co.	5,036.00

29. Accepted the bid of \$5,553 from the McLean Construction Company for the drainage for the ten new tennis courts. The bids submitted were as follows:

Fry and Kain	7,281.00
Thomas McNamara, Inc.	7,240.25
Herman Nearing & Sons	6,996.15
Angell Construction Co.	6,945.69
McLean Construction Co.	5,553.00

30. Accepted the bid of \$24,776 from the Reniger Construction Company for the construction of the pedestrian bridge across the Red Cedar River west of the Fieldhouse. The bids submitted were as follows:

Reniger Construction Company	24,776.00
Walter Toebe Company	26,500.00
L. A. Davidson Company	30,307.00
Fry and Kain	31,560.00
Christman Const. Company	37,686.71

31. Approved an additional half-time Secretary-Departmental II position in the office of the Dean of Science and Arts. This action changes the present half-time position to a full-time position.

32. Approved the following additional clerical positions in Agricultural Economics to be paid from Hope-Flannagan Extension funds:

- a. One full-time Clerk-Stenographer I position at \$2100 and one one-half time Clerk-Stenographer I position at \$1050; to be charged to RMA Project 96.
- b. One full-time Clerk-Stenographer I position at \$2100 and one one-half time Clerk-Stenographer I position at \$1050; to be charged to RMA Project 98.

33. Approved the transfer of Mrs. Alice Laakso Seppi, Secretary Departmental I in the Chatham Office, from two-thirds Extension and one-third Experiment Station to full-time Extension, effective September 1, 1949.

34. Transfer of \$4680 from the Forestry Department labor operating funds to the salary budget for 1949-50. This covers the salaries of Mr. Lemmien and Mr. Arnold who have been transferred to the salary payroll.

35. Transfer of an instructorship vacancy in Metallurgical Engineering to Mechanical Engineering so that a new person can be hired in Mechanical Engineering.

36. Approved the payment of \$1,848.96 to Ballard, Jennings, Bishop and Ellsworth for their services from April 1 to June 28.

37. Approved the agreement between the College Police Department and the City of East Lansing covering the cost of maintaining the station transmitter at a cost of \$20 per month of which one-half or \$10 per month, is to be paid by the College.

38. The budget for 1949-50 as approved by the State Board of Agriculture at its meeting on July 15 included the following changes that should be itemized for clarification of our permanent records:

- a. Page 25. The resignation of Stanley H. Carr in the Comptroller's Office, effective during the school year 1948-49, was not previously reported to the Board.
- b. Page 46. Include a position at \$5000 per year for Continuing Education.
- c. Page 48. Betty Stearns is appointed as Laboratory Technician in the Health Service at \$2960.
- d. Francis J. Hassler, Instructor (Research) in Agricultural Engineering, is to be continued on leave without pay through June 30, 1950.
- e. Page 75. Lawrence Johnson and George E. Parsons should be listed as Assistant Professor (Extension).
- f. Page 94. John T. Stone is transferred from his former classification as a County Agent to Coordinator in Extension Administration.
- g. Page 118. Joseph C. Evans resigned as of December 31, 1949.
- h. Page 127. Guido L. Weber is reappointed as Lecturer in Business Administration at a salary of \$2500 for ten months, September 1, 1949 to June 30, 1950.
- i. Page 132. Transfer of the Department of Military Science from the School of Business and Public Service to the All-College Division responsible to Dean Combs.

Const. new tennis courts approved - contract let to Ray Sablain

Drainage contract for tennis courts let to McLean

Contract for pedestrian bridge let to Reniger Construction Co.

Sec-Dept II approved for Sci and Arts

Two Clerk-Sten. positions approved for Agric. Economics

Alice Laakso Seppi changed to full time extension.

\$4680 transferred to For. salary budget.

Inst. Met. Engr. trans. to Mech. Engr.

Payment \$1,848.96 to Ballard, etc.

Agreement Police and E.L. app.

Approval of several corrections in budget

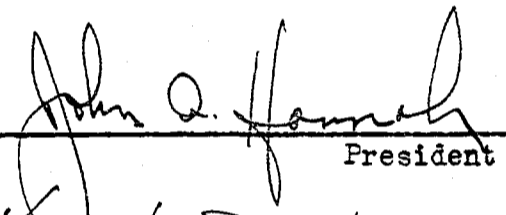
PRESIDENT'S REPORT, continuedMiscellaneous, continued

38. Budget corrections (continued):

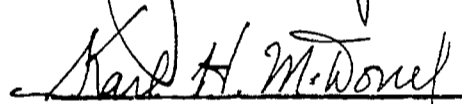
- j. Page 133. The title of L. L. Frimodig is changed from Assistant Director of Physical Education for Men to the title of Business Manager of the Department of Physical Education, Health and Recreation for Men.
- k. Page 140. There is an error in the title of Wilbur E. Libby. He has formerly been listed as Coordinator of Engineering Extension. The budget lists him as Project Supervisor. He should be listed as Associate Professor.
- l. Page 160. Jane Werden is to be on the payroll for July and August at \$300 per month so that the allocation of salary should be \$600 instead of \$300.
- m. Page 167. Conrad P. White when off the payroll June 30, 1949, and is not reappointed.
- n. Page 169. The appointment of Martin S. Soria as Lecturer in Art is to be on an indefinite basis.
- o. Page 184. R. A. Smith is appointed as a Special Lecturer in Gology and Geography at a salary of \$1000 for the 1949-50 school year.
- p. Page 196. Kenneth Tiedke is to be on a 10-month rather than 12-month basis.
- q. Page 196. J. Allen Beegle is to be paid one-fourth College and three-fourths Experiment Station.
- r. Page 199. S. C. Whitlock is reappointed as Lecturer at a salary of \$150 for the 1949-50 school year.
- s. William Gebhard is reappointed as Technician for the 1949-50 school year at a salary of \$90. (page 202)
- t. Page 234. In the retirement list, the following names were omitted:
- | | |
|----------------|--------|
| A. J. Clark | \$2400 |
| Edith Eaton | 600 |
| James Heminger | 762 |
| Maude Heminger | 600 |
| Bert Sangster | 1066 |
| Altha Scheffel | 600 |
| Julia Tear | 1259 |
- (to be effective January 1, 1950)

On motion of Mr. More, seconded by Mr. Armstrong, it was voted to approve the President's Report.

The Board adjourned at 10:20 p.m.



 President



 Secretary

Approval
 corrections
 Budget.

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