

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
June 19, 1947

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

Absent: Dr. Elliott

The meeting was called to order at 10:15 a.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

1. Resignation of Charles H. Clark as Assistant Manager of Men's Residence Halls effective May 16, 1947.
2. Resignation of Emily Parker as Home Demonstration Agent at Large, effective April 30, 1947. Miss Parker has been on leave without pay since June 1, 1946, because of illness in her family.

Resignations

Leaves

1. Leave without pay for Mrs. Virginia M. Ball from May 12 to June 15, 1947. Mrs. Ball is a nurse at the Health Service.
2. Leave of absence with pay for Marjorie Giefel, Instructor (Research) in Horticulture, for three months from May 10 to August 10, 1947, because of ill health.

Leaves

Appointments

1. Appointment of Louisa I. Durham as Instructor in the Institute of Counseling, Testing and Guidance at a salary of \$550 for the period from June 17 to July 25, 1947.
2. Appointment of Harry Robert Stevens as Assistant Professor of History and Political Science at a salary of \$900 for the period from June 17 to August 29, 1947.

Appointments

Travel

1. Mileage on one car for Mr. Pettigrove's class to visit a grain elevator in Toledo, Ohio, on May 19.
2. Full expenses for J. H. Kobs to attend a meeting of the National Collegiate Baseball Association in Fort Wayne, Indiana, on May 25.
3. Full expenses for W. N. Kerbawy to attend the spring meeting of the Western Conference at Evanston, Illinois on May 28-30.
4. Full expenses for four trips made by Hugh Daugherty in the vicinity of Barnesboro, Pennsylvania, interviewing prospective students on May 29 to June 1.
5. An allowance of \$20.60 for William B. Lutz to go to Beltsville, Maryland and Washington, D.C., on June 1-7.
6. Full expenses for A. B. Love and J. G. Hays to attend a conference of liaison men on the Emergency Farm Labor program, in Chicago, on June 3.
7. Full expenses for Roy E. Marshall to attend a meeting on fruit sampling in Philadelphia, Pennsylvania, on June 3-5.
8. Full expenses for A. C. Baltzer to go to Harvard, Illinois, on June 4 and 5, to inspect ventilating and bull pen equipment; to be paid from Michigan Artificial Breeders Cooperative funds.
9. Full expenses for B. K. Osborn to go to Chicago on June 5 to Inspect Surplus Property.
10. Full expenses for H. M. Brown to attend the conference of the Soft Wheat Breeders Association at Purdue University on June 9-11; expenses to be paid from Experiment Station funds.

Travel

Miscellaneous

1. Increase in salaries for the following resident auditors on the construction projects, effective June 1, 1947:

Claire Huntington, from \$2600 to \$3200 per year
Loren Wight, from \$2160 to \$2700 per year
James Huston, from \$2160 to \$2700 per year

Salary increases for
C. Huntington
L. Wight
J. Huston

PRESIDENT'S REPORT, continuedMiscellaneous, continued

2. Change in the effective date of the resignation of Celia Sneden, nurse at the Health Service, from May 31 to May 25, 1947.
3. Change in the effective date of the appointment of Harvey E. Kapphahn as Assistant Professor of Agricultural Engineering from May 15 to June 1, 1947.
4. Change in salary for Roger S. Young, quarter-time graduate assistant in Horticulture, from \$44.44 to \$55.55 per month, effective April 1, 1947.
5. Authorized four additional resident auditors on the construction projects at salaries from \$2400-\$2600 per year.
6. Authorized the payment of \$500 to the Peoples Church for the use of one classroom during the spring term 1947.

RESIGNATIONS

1. Resignation of Mrs. Florence G. Allen as hostess at the Lambda Chi Alpha fraternity, effective June 30, 1947.
2. Resignation of Robert L. Weislogel as Counselor, effective May 31, 1947, to accept a position with a veterans' counseling center in New York City.
3. Resignation of Florence M. Thompson as Counselor, effective June 30, 1947, to accept a position at Indiana State Teachers College.
4. Resignation of Frederick H. Stutz as a member of the Board of Examiners, effective August 31, 1947, to accept a position at Cornell University.
5. Resignation of Gertrude J. Bland as Dietitian and Manager of North Hall, effective June 30, 1947.
6. Resignation of Carol Lester as Assistant in North Hall, effective June 30, 1947. Miss Lester has finished her college work.
7. Resignation of William D. Berg as Lieutenant on the Campus Police Force, effective June 15, 1947.
8. Resignation of Maurice F. Seay as Consultant on Continuing Education, effective June 30, 1947.
9. Resignation of Herman A. Klewicki as Assistant Physician at the Health Service, effective June 15, 1947 to take a residency in a Detroit hospital.
10. Resignation of Estelle Mandenberg as Nurse at the Health Service, effective June 30, 1947, to accept another position.
11. Resignation of Frank Suggitt as Assistant County Agricultural Agent at Large, effective June 30, 1947, to accept a position with the Michigan Department of Conservation.
12. Resignation of Palmer A. Graver as Assistant Professor of Effective Living, effective August 31, 1947, to accept a position at State Teachers College in Minnesota.
13. Resignation of James E. Seaver as Instructor in History of Civilization and in History and Political Science, effective August 31, 1947, to accept a position at the University of Kansas.
14. Resignation of Thomas F. McGinty as Instructor in Written and Spoken English, effective August 31, 1947, to devote full time to graduate study.
15. Cancellation of the appointment of William Underwood as Assistant Professor of Business Administration which was to have been effective on September 1, 1947.
16. Resignation of Lauren P. Brown as Coach for distance runners, effective June 30, 1947.
17. Resignation of Louis F. Zarza as Assistant Football Coach and Assistant Professor of Physical Education, Health and Recreation for Men, effective June 30, 1947. Mr. Zarza has accepted a position as assistant football coach at the University of Santa Clara.
18. Resignation of Robert E. Torp-Smith as Instructor in Civil Engineering, effective June 30, 1947.
19. Resignation of Evelyn Craig as Assistant Professor of Foods and Nutrition effective August 31, 1947, to accept a position in the business field.
20. Resignation of Barbara Weiss as Assistant in Home Management and Child Development, effective August 31, 1947 to be married.
21. Resignation of Barbara Mable Gordon as Instructor in Music, effective August 31, 1947. Mrs. Gordon and her husband are moving to another city.

RESIGNATIONS, continued

Resignations

22. Resignation of Linton C. Stevens as Assistant Professor of Foreign Languages, effective August 31, 1947, to accept a position at the University of Alabama.
23. Resignation of Reinhold J. Krantz as Instructor in Chemistry, effective August 31, 1947, to accept a position at the University of Redlands in California. Mr. Krantz has been on leave without pay since September 1, 1946.
24. Resignation of Cecil C. Langham as Assistant Professor of Chemistry, effective August 31, 1947, to accept a position at Ohio State University.
25. Resignation of Benjamin H. Pringle as Instructor in Chemistry, effective June 30, 1947, to accept another position. He has been on leave without pay since September 1, 1946.
26. Resignation of Milton C. Taylor as Instructor in Economics, effective August 31, 1947 to enter into private business.
27. Resignation of John W. Cunkelman as Assistant Professor of Surgery and Medicine, effective August 31, 1947, to accept a position with the Fort Dodge Laboratories at Fort Dodge, Iowa.
28. Resignations of the following members of the staff who were appointed on a temporary basis.

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| Forestry | - Ray Kroodsma, effective June 15, 1947 |
| Biological Science | - Miriam Scott Lucas, effective June 15, 1947 |
| Effective Living | - E. H. Thorne, effective June 15, 1947 |
| | - William Young, effective June 15, 1947 |
| | - Perry T. Olson, effective June 15, 1947 |
| | - L. W. Redemsky, effective June 15, 1947 |
| | - Mrs. Hannah Kimball, effective June 15, 1947 |
| History of Civilizations | - Dorothy Newlin, effective June 15, 1947 |
| Literature and Fine Arts | - Esther Waite, effective June 15, 1947 |
| | - Grace Sponberg, effective June 15, 1947 |
| | - Barbara Laging, effective June 22, 1947 |
| | - Anne Garrison, effective June 15, 1947 |
| | - Mary Edwards, effective June 15, 1947 |
| | - Jean T. Rich, effective June 15, 1947 |
| Social Science | - Alice Vander Velde, effective June 15, 1947 |
| | - Marguerite Slack, effective June 15, 1947 |
| | - Kermit Ohl, effective June 15, 1947 |
| | - Onilee MacDonald, effective June 15, 1947 |
| | - Maurice Edwin Clark, effective June 15, 1947 |
| Written and Spoken English | - Frederick R. Howe, effective June 15, 1947 |
| | - Mrs. Margaret Zerby, effective June 15, 1947 |
| | - Susan Averill, effective June 15, 1947 |
| | - Mrs. Elinore Winburn, effective June 15, 1947 |
| | - Mrs. Romeo Tata, effective June 15, 1947 |
| | - Mrs. Marguerite White, effective June 15, 1947 |
| | - Mrs. John Breck, effective June 15, 1947 |
| | - Robert J. Boniece, effective June 15, 1947 |
| | - Melba Babington, effective June 15, 1947 |
| | - Mrs. Mildred Toogood, effective June 1, 1947 |
| | - Katharine C. Schreiber, effective June 15, 1947 |
| | - Mrs. Rhoda Greenwood, effective June 15, 1947 |
| | - Mrs. Grace Richards, effective June 15, 1947 |
| | - Mrs. Eva Hampton, effective June 15, 1947 |
| | - Mrs. Esther Reed, effective June 15, 1947 |
| | - Mrs. Hildegard Meloy, effective June 15, 1947 |
| | - Mrs. Daisy S. Kimber, effective June 15, 1947 |
| | - Mrs. Lenore Jodry, effective June 15, 1947 |
| | - Mrs. Shirley Caswell Hulet, effective June 15, 1947 |
| | - Mrs. Frances Hayworth, effective June 15, 1947 |
| | - Mrs. Lyssa Harper, effective June 15, 1947 |
| | - Mrs. Molly Daugherty, effective June 15, 1947 |
| | - Mrs. Ruth C. Barrett, effective June 15, 1947 |
| | - Mrs. Marian Segal, effective June 15, 1947. |
| English | - Mrs. Ruth Engelmann, effective June 15, 1947 |
| | - Yveline Kerr, effective June 15, 1947 |
| | - Mrs. Elizabeth Pollock, effective June 15, 1947 |
| | - Mrs. Roberta Adams, effective June 15, 1947 |
| | - Mrs. A. L. Williams, effective June 15, 1947 |

RESIGNATIONS, continued

Resignations

28. Resignation of temporary staff members (continued)

Foreign Languages

- Alfonso Jimenez, effective June 15, 1947
- Mrs. Jacob Hieble, effective June 15, 1947
- Mrs. Mark H. Doty, effective June 15, 1947
- Ella N. Cowles, effective June 15, 1947
- Mrs. Bertha Bohnstedt, effective June 15, 1947
- Mrs. C. L. Miller, effective June 15, 1947
- Hugo King, effective August 31, 1947
- Haygouhi S. Keshishian, effective June 15, 1947
- Amin S. Zaher, effective June 15, 1947
- Cesar Hazigi, effective June 15, 1947
- Arturo Solano, effective June 15, 1947
- Mrs. Dorothy Sachse, effective June 15, 1947
- Amparo Ruiz, effective June 15, 1947
- Gonzalo Moreno, effective July 31, 1947

Chemistry

- Mrs. Phyllis Bielanski, effective June 15, 1947
- Mrs. Eleanor Gifford, effective June 15, 1947
- Mrs. Margaret Oda, effective June 15, 1947
- Russell M. Wheeler, effective June 15, 1947
- Paul E. Trudgen, effective June 15, 1947
- Mrs. Jeanne Sorge, effective June 15, 1947
- Mrs. Bernice Bennett, effective June 15, 1947
- Mrs. Clara Noble, effective August 31, 1947
- Mrs. Eleanor McGrain, effective June 15, 1947
- Mrs. Virginia Goerner, effective June 15, 1947

Mathematics

- Malcolm H. Henry, effective June 15, 1947
- Maurice H. Pancost, effective June 15, 1947
- Elmer L. Keith, effective June 15, 1947
- Clyde L. Exelby, effective June 15, 1947
- Mrs. Wanda B. Dewey, effective June 15, 1947
- Mrs. Janice Devereux, effective June 15, 1947
- Guy G. Speaker, effective June 15, 1947
- Mrs. Julia King Taylor, effective June 15, 1947
- William C. Wylie, effective June 15, 1947
- Mrs. Dorothy D. Frimodig, effective June 15, 1947
- Naomi Vollmar, effective June 15, 1947
- Mrs. Martha C. Wallace, effective June 15, 1947
- Mrs. Grace P. Black, effective June 15, 1947

Physics and Astronomy

- Mrs. Florence Hickok, effective June 15, 1947

Leaves

LEAVES

Leave of absence with half pay for Selma L. Bandemer, Instructor (Research) in Agricultural Chemistry, effective for one year beginning September 1, 1947. Miss Bandemer will complete the work for the Doctor's degree. She has been a member of the staff since 1920.

2. Leave of absence without pay for Francis J. Hassler, Instructor (Research) in Agricultural Engineering, effective from June 16 to August 31, 1947, to permit him to do graduate study.
3. Leave of absence without pay for Clifford R. Humphrys, Assistant County Agricultural Agent at Large, effective from July 1 to December 31, 1947. During this period Mr. Humphrys will do special soil survey work for the Experiment Station and will be paid on the labor payroll.
4. Leave of absence with pay for Mary L. Muller, Home Demonstration Agent in Menominee County, for two weeks from June 16 to 30, so that she may attend the special Extension Summer School in Colorado. This is in addition to her annual leave.
5. Leave of absence without pay for Opal Roberson, Assistant Home Demonstration Leader, for the period from August 1-14, 1947. Miss Roberson will combine this with her vacation to enable her to attend summer school at the Teacher's College, Columbia University.
6. Leave of absence without pay for George R. Myers, Instructor in Effective Living, for the month of August 1947 to permit him to teach in the summer session at the College of William and Mary.
7. Leave of absence without pay for Lewis K. Zerby, Assistant Professor of Effective Living and of Philosophy, for the month of August 1947 to permit him to teach in the summer session at the University of Illinois.
8. Leave of absence without pay for Duard W. Laging, Assistant Professor of Literature and Fine Arts, effective from January 1 to September 22, 1948. Mr. Laging has been granted a fellowship for foreign study by the Belgian-American Foundation.
9. Leave of absence without pay for Arthur Brandstatter, Associate Professor and Assistant Head of Police Administration, from July 7 to August 16, 1947. Mr. Brandstatter will be on active duty with the Army at Fort Sheridan during this period.
10. Leave of absence without pay for Mrs. Alice Thorpe, Instructor in Home Management and Child Development, for the month of July 1947.

LEAVES, continued

Leaves

11. Leave of absence without pay for Gerald W. Prescott, Associate Professor of Botany and Plant Pathology, for the months of July and August 1947 so that he may continue his work at the University of Michigan Biological Station.
12. Leave of absence without pay for Herbert Weisinger, Assistant Professor of English and of Literature and Fine Arts, for the month of August 1947 to permit him to teach in the summer session at the University of California.
13. Change in the date of leave of absence for Ralph Guile, Assistant Professor of Chemistry, from July 1 to August 31, 1947, to July 15 to August 31, 1947.
14. Leave of absence without pay for Vernon G. Grove, Professor of Mathematics, from January 1 to May 31, 1948, to permit him to accept a position as Visiting Professor of Mathematics at the University of Puerto Rico.
15. Leave of absence without pay for James T. Culbertson, Assistant Professor of Philosophy, for one year beginning September 1, 1947, to permit him to accept a fellowship at the University of Chicago.

APPOINTMENTS

Appointments

1. The following appointments are recommended for the 1947 summer session:
 - a. Donald F. Goss as Instructor in Business Administration at a salary of \$750 for the period effective from June 15 to August 31, 1947.
 - b. Charles B. Brink as Lecturer in Social Service at a salary of \$250 for the period from June 17 to July 25, 1947.
 - c. Hugh Tarrant as Coordinator for the Cooperative Counselor Training Program at a salary of \$500 for the six-week session, from July 1 to August 15, 1947.
 - d. Edward L. Murdock as Instructor in Education at a salary of \$250 for the period June 17 to July 25, 1947.
 - e. Appointment of Stuart Openlander as Instructor in Education at a salary of \$250 for the period from June 17 to July 25, 1947.
 - f. Georgia L. Sloat as Instructor in Education at a salary of \$375 for the period from June 17 to July 25, 1947.
 - g. Esson M. Gale as Lecturer in Foreign Studies at a salary of \$500 for the period from August 4 to August 30, 1947.
 - h. Appointment of Frank L. McConnell as Instructor in Art at a salary of \$150 per month, effective from June 16 to July 31, 1947.
 - i. Appointment of Pauline Austin as Instructor in Music at a salary of \$250 per month, effective from June 16 to August 15, 1947.
 - j. Reinstatement of Reinhold J. Krantz as Instructor in Chemistry at a salary rate of \$3400 per year, effective from June 16 to August 31, 1947.
 - k. Appointment of Carlton A. Sears as Assistant in Chemistry at a salary of \$175 per month, effective from June 16 to August 31, 1947.
 - l. Appointment of Jerry A. Cowen as Assistant in Physics and Astronomy at a salary of \$175 per month, effective from June 16 to August 31, 1947.
 - m. Appointment of A. Dudley Roberts as Lecturer in Psychology at a salary of \$800 for the period from June 16 to July 26, 1947.
 - n. Appointment of Frank B. Miller as Lecturer in Psychology at a salary of \$400 for the period from August 1 to August 31, 1947.
 - o. Appointment of Orlo L. Grissey as Lecturer in Psychology at a salary of \$800 for the period from June 16 to July 26, 1947.
 - p. Appointment of the following hostesses at women's residences for the summer session 1947.
 - (1) Mrs. Edna Muir at North Campbell, at a salary of \$198 for the period from June 16 to July 25.
 - (2) Mrs. Esther Pryor at South Campbell at a salary of \$198 for the period from June 16 to July 25.
 - (3) Mrs. Grace Pilcher as Assistant Hostess at Campbell Hall at a salary of \$127.50 for the period from June 16 to July 25.
 - (4) Mrs. Grace Stanley at Sanford House at a salary of \$127.50 for the period from June 16 to July 25.
 - (5) Miss Grace Richards at South Campbell at a salary of \$198 for the period from July 26 to August 29.
 - (6) Mrs. Ethel Longstreet, Assistant Hostess at South Campbell at a salary of \$198 for the period from July 26 to August 29.
 - (7) Mrs. Molly Kaiser at Sanford House at a salary of \$127.50 for the period from July 26 to August 29.
 - (8) Mrs. Edith Gilhoolley at South Williams at a salary of \$132 per month for the months of June, July, and August.
2. Appointment of L. Dale Faunce as Assistant Counselor for Men with the rank of Associate Professor at a salary of \$4500 per year, effective July 1, 1947. Mr. Faunce has been a Consultant in Adult Education since April 1, 1946.
3. Appointment of Michael Dmochowski as Assistant in Men's Residence Halls at a salary of \$2800 per year, effective July 1, 1947. This is a new position.
4. Appointment of Luther Whipple as Assistant Construction Engineer at a salary of \$3000 per year, effective July 1, 1947. Mr. Whipple has previously been paid on the labor payroll.

APPOINTMENTS, continued

Appointments

5. Appointment of Jay B. Bruner as a resident auditor on the construction projects at a salary of \$2400 per year, effective June 2, 1947.
6. Appointment of Charles Latters as Lieutenant on the Campus Police Force at a salary of \$3000 per year, effective June 30, 1947, to replace William D. Berg.
7. Appointment of John Warren Freud as Assistant Physician at the Health Service at a salary of \$7000 per year, effective August 1, 1947.
8. Appointment of Worth Ross as Assistant Physician at the Health Service at a salary of \$7000 per year, effective September 1, 1947, to replace Lena English.
9. Appointment of O. Grant Reed as Assistant Physician at the Health Service at a salary of \$7500 per year, effective June 15, 1947 to replace Herman A. Klewicki who has resigned.
10. Appointment of Verna Meengs Benedict as Nurse at the Health Service at a salary of \$2200 per year, effective June 7, 1947 to replace Estelle Mandenberg, who has resigned.
11. Appointment of Robert W. Kamins to handle news and special events at Radio Station WKAR at a salary of \$2850 per year, effective July 1, 1947 to replace T. V. Waber who has resigned.
12. Reappointment for an indefinite period of L. J. Braamse as Assistant Professor (Extension) of Soil Science at the same salary of \$1630 per year, effective July 1, 1947. Mr. Braamse is paid additionally by the Federal Soil Conservation Service.
13. Reinstatement of Lauren H. Brown as Assistant Professor of Farm Management at a salary of \$4350 per year, effective June 15, 1947. Mr. Brown has been on leave since March 1947 to complete work for the doctorate at Purdue University.
14. Appointment of Earl J. Hodgkin as assistant professor of Forestry at a salary of \$4000 per year, effective July 1, 1947, to replace Ray Kroodsma who was employed on a temporary basis.
15. Reappointment of Charles E. Morris as Instructor in Landscape Architecture at a salary of \$3400 per year, effective July 1, 1947 and subject to tenure rules and regulations. Mr. Morris has been paid on a temporary basis since December 1, 1946.
16. Appointment of Leonard S. Klaasse as Recreation Specialist in the 4-H Club Department at a salary of \$250 per month, effective from July 1 to September 15, 1947 and paid from Extension funds. This is a new position.
17. Appointment of Richmond Duane Simmons as 4-H Club Agent in Gratiot County at a salary of \$3200 per year, effective June 15, 1947, and paid from Extension funds. This is a new position.
18. Reappointment on a permanent basis of Mrs. Ruth Haapala DeRosa as Assistant State Club Leader at a salary of \$3000 per year, effective July 1, 1947. She should have the rank of Instructor (Extension).
19. Transfer of Mrs. Dorothy H. Pohl from Home Demonstration Agent at Large to Home Demonstration Agent in Lapeer County at the same salary of \$3000 per year, effective June 1, 1947.
20. Transfer of Ina Redman from Home Demonstration Agent at Large to Home Demonstration Agent in Berrien County at the same salary of \$3200 per year, effective June 16, 1947.
21. Transfer of Mrs. Edna J. Deo from Home Demonstration Agent in Berrien County to Home Demonstration Agent at Large at the same salary of \$3100 per year, effective June 16, 1947.
22. Reappointment of Perry T. Olson as Instructor in Effective Living at a salary of \$3300 per year, effective September 1, 1947.
23. Reappointment of Louis W. Redemsky as Instructor in Effective Living at the same salary of \$3800 per year, effective September 1, 1947.
24. Appointment of Howard A. Rosencranz as Instructor in Effective Living at a salary of \$3000 per year, effective September 1, 1947. This is a new position.
25. Appointment of Russell F. Fink as Instructor in Effective Living at a salary of \$3600 per year, effective September 1, 1947. This is a new position.
26. Reappointment of Herman Struck as Instructor in English at a salary of \$3000 per year, effective September 1, 1947 and subject to tenure rules and regulations.
27. Reappointment of Adrian Jaffe as Instructor in English and in Literature and Fine Arts at a salary of \$3000 per year, effective September 1, 1947 and subject to tenure rules and regulations.
28. Appointment of Bernard I. Duffey as Assistant Professor of English and of Literature and Fine Arts at a salary of \$3800 per year, effective September 1, 1947 to replace J. W. Shirley who is on leave.
29. Appointment of Charles D. Cuttler as Instructor in Literature and Fine Arts at a salary of \$3500 per year, effective September 1, 1947 to replace D. W. Laging who has been granted leave.
30. Appointment of Robert H. Carleton as Assistant Professor of Physical Science at a salary of \$3800 per year, effective September 1, 1947 to replace John A. Straw who has resigned.

APPOINTMENTS, continued

Appointments

31. Appointment of Mrs. Helen Strait as temporary Instructor in Written and Spoken English at a salary of \$225 per month, effective September 15, 1947 for as long as necessary. Mrs. Strait replaces Susan Averill.
32. Appointment of Sam Winters Ettelson as Instructor of Written and Spoken English at a salary of \$3500 per year, effective September 1, 1947, to replace T. F. McGinty who has resigned.
33. Appointment of Roger Hamlin as Instructor in Written and Spoken English at a salary of \$2900 per year, effective July 1, 1947, and subject to tenure rules and regulations. Mr. Hamlin has been employed on a temporary basis since October 1, 1946.
34. Reinstatement of Maude Shapiro as Instructor in Written and Spoken English at a salary of \$2700 per year, effective June 15, 1947. Miss Shapiro has been on leave because of ill health since January 1, 1947.
35. Appointment of Virginia McNicholas as Instructor in Written and Spoken English at a salary of \$3000 per year, effective September 1, 1947, to replace Betty Wilson who has resigned.
36. Appointment of Harris F. Beeman as Instructor in Physical Education, Health and Recreation for Men at a salary of \$3200 per year, effective June 15, 1947. This is a new position.
37. Appointment of Gouq-Jen Su as Assistant Professor of Chemical and Metallurgical Engineering at a salary of \$3800 per year, effective September 1, 1947. This is a new position.
38. Appointment of Charles A. Miller as Associate Professor of Civil Engineering at a salary of \$300 per month, effective July 1, 1947 for as long as necessary. This is in addition to Mr. Miller's retirement pay.
39. Appointment of Orvil G. McMurray as Assistant Professor of Mechanical Engineering at a salary of \$4200 per year, effective July 1, 1947. This is a new position.
40. Appointment of William Mann as Assistant Professor of Mechanical Engineering at a salary of \$4550 per year, effective for one year only from September 1, 1947 to August 31, 1948.
41. Reappointment of Eleanor R. Clauss as Instructor in Textiles, Clothing and Related Arts at a salary of \$3100 per year, effective July 1, 1947 and subject to tenure rules and regulations.
42. Reappointment of Jean S. Hemphill as Instructor in Textiles, Clothing, and Related Arts at a salary of \$3100 per year, effective July 1, 1947 and subject to tenure rules and regulations.
43. Reappointment of Amy Jean Holmblade as Instructor in Education at a salary of \$3300 per year, effective July 1, 1947 and subject to tenure rules and regulations.
44. Reappointment of Wanda Cook as Instructor (Extension) in Music at a salary of \$3200 per year, effective July 1, 1947 and subject to tenure rules and regulations.
45. Appointment of Ruth Allison as Instructor in Music at a salary of \$2900 per year, effective September 1, 1947 to replace Barbara Gordon.
46. Appointment of Martha White as Instructor in Music at a salary of \$3500 per year, effective September 1, 1947. This is a new position.
47. Appointment of William M. Seaman as Assistant Professor of Foreign Languages at a salary of \$4000 per year, effective September 1, 1947. This is a new position.
48. Appointment of Mrs. Edith Doty as Instructor in Foreign Languages at a salary of \$2800 per year, effective September 1, 1947 and subject to tenure rules and regulations. Mrs. Doty has been employed on a temporary basis since January 1, 1947.
49. Appointment of Jose Areba as Assistant in Foreign Languages at a salary of \$150 per month, effective September 1, 1947 for as long as necessary.
50. Appointment of Hsiang Cheng as Instructor in Foreign Languages at a salary of \$150 per month, effective September 1, 1947, for as long as necessary.
51. Appointment of Thor J. Beck as Assistant Professor of Foreign Languages at a salary of \$3600 per year, effective for one year only from September 1, 1947 to August 31, 1948. Dr. Beck will replace Johannes Sachse who has been granted leave of absence.
52. Appointment of Robert M. Herbst as Associate Professor of Chemistry at a salary of \$5400 per year, effective September 1, 1947 to replace O'Neal Mason.
53. Appointment of Kenneth G. Stone as Instructor in Chemistry at a salary of \$3600 per year, effective September 1, 1947 to replace Benjamin Pringle.
54. Reappointment of R. A. Smith as Lecturer in Geology at a salary of \$1000 per year, effective for one year beginning September 1, 1947.
55. Appointment of Robert L. Carmin as Assistant Professor of Geology and Geography at a salary of \$3800 per year, effective September 1, 1947, to replace Mrs. C. M. Campbell who has resigned. Mr. Carmin was employed as an Instructor from September 1942 to September 1944.
56. Appointment of Mary Mae Dang as Assistant in Mathematics at a salary of \$111.11 per month, effective September 15, 1947 for as long as necessary. Miss Dang will be a graduate student in Agriculture.

June 19, 1947

Appointments

57. Appointment of Guy Harold Fox as Assistant Professor of History and Political Science at a salary of \$3800 per year, effective September 1, 1947. This is a new position.
58. Reappointment of George R. Thornton as Assistant Professor of Psychology at a salary of \$3400 per year, effective September 1, 1947, and subject to rules and regulations of tenure.
59. Appointment of S. Howard Bartley as Professor of Psychology at a salary of \$5800 per year, effective July 1, 1947. This is a new position.
60. Appointment of John F. MacNaughton as Assistant Professor of Psychology at a salary of \$4200 per year, effective January 1, 1948. This is a new position.
61. Reappointment of Shirley J. Butterfield as Instructor in Anatomy at a salary of \$2800 per year, effective July 1, 1947, and subject to tenure rules and regulations. Mrs. Butterfield has been employed on a monthly basis since September 1946.
62. Transfer of Frances M. Martelli from Clerk-Stenographer I in Bacteriology to Secretary to the Dean of Veterinary Medicine and a salary increase from \$1740 to \$2100 per year, effective June 1, 1947.
63. Appointment of Howard E. Johnson as Associate Professor of Anatomy at a salary of \$340 per month, effective September 15, 1947, for as long as necessary. This is in addition to his retirement pay.
64. Appointment of Elbert Sylvene Churchill as Instructor in Bacteriology and Public Health at a salary of \$3000 per year, effective July 1, 1947. This is a new position.
65. Appointment of Charles G. Painter as graduate fellow in Soil Science at a salary of \$1000 per year, effective for one year beginning September 16, 1947, and paid from funds provided by the Manufacturers Beet Sugar Association. Mr. Painter replaces Donald P. Satchell.
66. Appointment of William Nash Hart as graduate fellow in Agricultural Engineering at a salary of \$100 per month, effective from May 1 to June 30, 1947 and paid from the J. I. Case Company grant. This is a new position.
67. Appointment of Marvis Anne Richardson as graduate fellow in Bacteriology and Public Health at a salary of \$100 per month, effective for one year beginning September 20, 1947 and paid from Brucella funds. This is a new position.
68. Appointment of the following graduate assistants for the period June 16 to August 31, 1947:

Soil Science	- Albert H. Bowers, quarter-time at \$44.44 per month. Reappointment.
Physical Education, Health and Recreation for Men	- Louis J. Lori, half-time at \$88.88 per month. Reappointment
	- John Brotzmann, half-time at \$88.88 per month. Reappointment.
Speech, Dramatics and Radio Education	- Charles Irwin, half-time at \$88.88 per month. Reappointment.
Chemistry	- Reappointment of William Thurber, quarter-time at \$44.44 per month.
	- Reappointment of Robert V. Smith, quarter-time at \$55.55 per month.
	- Reappointment of Alan Blackmar, quarter-time at \$44.44 per month.
	- Reappointment of Robert J. Hathaway, half-time at \$88.88 per mo.
	- Hans H. Gyorgy, quarter-time at \$55.55 per month, reappointment.
	- Reappointment of Franklin Herrick, quarter-time at \$55.55 per mo.
	- Reappointment of Harlan Ogle, quarter-time at \$55.55 per mo.
	- Reappointment of Jean J. Rosier, quarter-time at \$44.44 per mo.
	- Reappointment of Joseph G. Stites, quarter-time at \$55.55 per mo.
Physics and Astronomy	- Reappointment of Robert B. Colten, half-time at \$88.88 per mo.
Economics	- Reappointment of Lawrence L. Boger, quarter-time at \$44.44 per mo. and paid from Experiment Station funds.
	- Reappointment of Herbert Dane Hoover, half-time at \$88.88 per mo.
	- Robert C. Kramer, quarter-time at \$44.44 per mo.
69. Reappointment of John Brotzmann as half-time graduate assistant in Physical Education, Health and Recreation for Men at a salary of \$88.88 per month, effective from September 16 to December 15, 1947.
70. Appointment of the following graduate assistants for the period from September 16, 1947 to June 15, 1948:

Farm Crops	- Donald Walling, half-time at \$88.88 per month and paid from Mich. Crop Improvement Association funds.
	- William Zurakowski, half-time at \$88.88 per month and paid from Michigan Hybrid Seed Corn Growers Association fund.
Farm Management	- Warren H. Vincent, half-time at \$88.88 per month and paid from Michigan Milk Producers' Association funds.
Horticulture	- Reappointment of Vernon J. Fisher, half-time at \$111.11 per mo. and paid from Experiment Station funds.
	- William Henry Case, quarter-time at \$44.44 per month, to replace Benjamin Clark.

APPOINTMENTS. continued

Appointments

70. Graduate assistants September 16, 1947 to June 15, 1948:

- | | |
|---------------------------------------|--|
| Poultry Husbandry | - William A. Aho, half-time at \$88.88 per month. This is a new position. |
| Chemical Engineering | - Howard Jay Cooper, quarter-time at \$44.44 per month. This is a new position. |
| | - LeRoy Peterson, quarter-time at \$44.44 per month. This is a new position. |
| Electrical Engineering | - Reappointment of Edward F. Vidro, half-time at \$111.11 per mo. |
| Foods and Nutrition | - Helen Patricia Wyatt, half-time at \$88.88 per month, and paid from Graduate Dean's fund. |
| Institution Administration | - Lois Mace, half-time at \$88.88 per month, and paid from Experiment Station funds. |
| Textiles, Clothing and Related Arts | - Helen K. Hebblewaite, half-time at \$88.88 per month. This is a new position. |
| | - Reappointment of Mary Lou Lerch, half-time at \$88.88 per mo. |
| | - Mary Ellen Wood, half-time at \$88.88 per month. This is a new position. |
| Education | - Conrad P. White, half-time at \$111.11 per month to replace R. Jean Fligor. |
| | - Donald Thurston, half-time at \$111.11 per month to replace Janet C. Rees. |
| | - Raymond Garner, half-time at \$111.11 per month to replace Carl Gilmore, and reimbursible under the Vocational Education budget. |
| | - Marjorie Bell, half-time at \$111.11 per month to replace Ernest Hanson. |
| Speech, Dramatics and Radio Education | - Fred W. Vinroot, half-time at \$88.88 per month to replace Barbara Forbes. |
| | - Doris Marie Guth, half-time at \$88.88 per month to replace Marion Verzett. |
| Mathematics | - Beverly Holcomb, half-time at \$88.88 per month. This is a new position. |
| Physics and Astronomy | - Reappointment of Nathan L. Nichols, half-time at \$111.11 per month. |
| Economics | - Reappointment of Lawrence L. Boger, quarter-time at \$44.44 per month and paid from Experiment Station funds. |
| | - William Darcovich, half-time at \$111.11 per month and paid from Experiment Station funds. This is a new position. |
| | - Robert C. Kramer, quarter-time at \$44.44 per month and paid from Experiment Station funds. This is a new position. |
| | - Dale Ernest Hathaway, quarter-time at \$44.44 per month and paid from Experiment Station funds. This is a new position. |
| Sociology and Anthropology | - Reed Powell, half-time at \$111.11 per month. This is a new position. |
| | - Reappointment of Lois V. Pratt, half-time at \$88.88 per month. |
| | - Reappointment of Gus Turbeville, half-time at \$111.11 per month. |
| | - R. Alex Sim, half-time at \$111.11 per month. This is a new position. |

TRAVEL

Travel

1. First-class railway fare to Boston and return to State College, Pennsylvania, for Harold Hart, to attend the Tenth National Symposium on Organic Chemistry in Boston on June 12-14.
2. Full expenses for Philip J. May to go to Buffalo, New York, to accept the delivery of the personal property of the Erb Estate.
3. An allowance of \$50 for C. P. Wells and E. A. Nordhaus to attend the meeting of the American Society for Engineering Education in Minneapolis, Minnesota, on June 18-21.
4. Full expenses for K. T. Wright to attend a meeting of the American Farm Economic Association Committee on Farm Parity Prices in Chicago on June 20.
5. First-class railway fare for Branford P. Millar to go to Cambridge, Massachusetts and possibly New Haven, Connecticut, and Washington, D. C., in connection with his research project.
6. Mileage on one car for F. W. Peikert and C. M. Hansen to attend the meeting of the American Society of Agricultural Engineers in Philadelphia on June 22 to 25 and maintenance expenses for them to visit the Aluminum Company of American research laboratory in Pittsburgh on June 20, the New Holland Manufacturing Plant on June 21 and several irrigation projects at Seabrook Farms, New Jersey, on June 26; expenses to be paid from the Beet Sugar Development Foundation funds.
7. An allowance of \$200 for Hazel Strahan, Evelyn Mansfield, Mary Gephart, Ruth Clayton, Elinor Roth, Dena Cederquist, Mary Morr, Beatrice Grant, Dorothy Greey, Marie Dye, and Margaret Ohlson to attend the meeting of the American Home Economics Association in St. Louis, Missouri on June 22-27.
8. Allowance of \$20 each for Margaret Harris, Olevia Meyer, Florence Rann, to attend the meeting of the American Home Economics Association in St. Louis, Missouri, on June 22-27; expenses to be paid from Extension funds.

TRAVEL, continued

Travel

9. Full expenses for Graydon L. Blank to attend a Native Lamb Improvement Conference at Jackson's Mill, West Virginia, on June 23-28; to be paid from Extension funds.
10. Full expenses for S. C. Hildebrand to go to Columbus, Ohio, on June 23 and 24 and to Lafayette, Indiana, on June 25 and 26, to confer with extension agronomists at Ohio State University and at Purdue University on their methods of securing seed of improved varieties; to be paid from Extension funds.
11. The following travel allowances are requested by staff members to attend the meeting of the American Dairy Science Association in Guelph, Ontario, on June 23-26:
 - a. First-class railway fare for E. P. Reineke; to be paid from Experiment Station funds.
 - b. Mileage on one car for C. W. Duncan, R. W. Luecke, and B. C. Ray Sarkar; to be paid from Experiment Station funds.
 - c. Mileage on one car for five members of the staff of the Dairy Department.
12. Travel expenses for Arnold Williams to go to Toronto, Canada, from July 10 to August 31 to work on his research project at the Library of the University of Toronto and at the Medieval Institute.
13. Mileage on one car and maintenance expenses for E. I. Besemer, S. H. LaTourette, K. K. Vining, B. D. Kuhn to attend a regional conference of county agents at Purdue University on July 10 and 11.
14. Mileage on one car and maintenance expenses for P. L. Dressel, William Mann, and Melvin Anderson to attend the Conference on Guidance and Personnel Work at Northwestern University on July 17 and 18.
15. Full expenses for H. C. Zindel to attend the International Baby Chick Association Convention, the National Turkey Association and a conference of the National Poultry Improvement Plan in Cleveland, Ohio, on July 18-25; to be paid from Extension funds.
16. Full expenses for W. H. Combs to attend the Institute for Administrative Officers of Higher Institutions at the University of Chicago on July 21 and 22.
17. Full expenses for Paul R. Krone to attend the meeting of the Wisconsin-Upper Michigan Florists' Association at Merrill, Wisconsin, on July 27-29; to be paid from Extension funds.
18. Mileage on one car for J. H. Bell and H. L. Black to attend the Canadian Mathematical Congress at the University of Toronto in Ontario, Canada, on August 15 to September 14,
19. Authorization for C. M. Hardin to attend the International Conference of Agricultural Economists in Totnes, South Devon, England, on August 15 to October 7, without expense to the College. Expense to the extent of \$1000 are being borne by the International Conference and by Michigan farm organizations.
20. The following travel allowances are requested by staff members to attend the annual meeting of the American Veterinary Medical Association in Cincinnati, Ohio, on August 18-22:
 - a. First-class railway fare for R. A. Runnells.
 - b. First-class railway fare for J. F. Smithcors.
 - c. Mileage on one car for members of the staff of the Animal Pathology Department.
 - d. Mileage on one car for C. H. Cunningham and A. L. Bortree.
 - e. First-class fare for C. F. Cairy.
 - f. Mileage on one car for members of the staff of the Department of Surgery and Medicine.
21. Mileage on one car for H. E. Larzelere, Arthur Howland, Orion Ulrey, C. L. Nash, and D. H. Stark to attend the meetings of the American Institute of Cooperation in Fort Collins, Colorado, on August 24-31, to be paid from Extension funds.
22. Full expenses for Frank Martin to attend the conference school on Educational Research in Endicott, New York on August 23.
23. Full expenses for P. L. Dressel to attend the I.B.M. Educational Research School at Endicott, New York on August 25-29; and to visit the Cooperative Test Service, Psychological Corporation, and the Graduate Record Examination in New York City either just before or after the I.B.M. meeting.

MISCELLANEOUS

Memo of understanding
Mich. Blue-
berry Growers

1. Approval of a memorandum of understanding with the Michigan Blueberry Growers Association of South Haven covering a grant of \$800 to be used to provide a graduate fellowship in the Entomology Department and to conduct a study of the insect fauna of blueberry plantings.

Also Coke Oven
Ammonia Res.
Bureau.

2. Approval of a memorandum of understanding with the Coke Oven Ammonia Research Bureau of Columbus, Ohio, covering a grant of \$500 to be used by the Soil Science Department in research work relating to the fertilizing of certain crops, mainly sugar beets, corn and beans.

Also Mich.
Assoc. of
Farmers' Co-
operatives.

3. Approval of a memorandum of understanding with the Michigan Association of Farmers' Cooperatives of Lansing covering a grant of \$1000 to be used by the Department of Sociology and Anthropology to analyze the broad membership relations problems which are faced by farmers' co-operatives.

Also Universal
Zonolite Ins.
Co.

4. Approval of a memorandum of understanding with the Universal Zonolite Insulation Company of Chicago covering a grant of \$300 to be used by the Horticulture Department to carry on research in propagation and seedage.

MISCELLANEOUS, continued

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5. Continuation of the memorandum of understanding with the General Chemical Company of New York City and acceptance of a grant of \$600 to be used by the Botany Department for research work in the field of plant pathology and disease control.
6. Continuation of the memorandum of understanding with Parke-Davis and Company of Detroit covering a grant of \$1400 to be used for the continuation of research work in physical-chemical problems under the direction of Dr. Ewing of the Chemistry Department.
7. Acceptance of a check for \$1400 from the Research Corporation of New York City to be used for the continuation for the academic year 1947-48 of the Frederick Gardner Cottrell Grant for the project entitled "the Ionization Produced in Gases by Electrons of Energies Less than 2000 Electron Volts" under the supervision of Dr. Osgood of the Physics Department.
8. Acceptance of the unassembled parts for a Quonset building, 40' x 140' with floor joists and corrugated sheets to be used for a bull barn and for research purposes by the School of Agriculture as a gift from the Great Lakes Steel Corporation.
9. Approval of the following resolution:

BE IT RESOLVED, that P. J. May, Comptroller and Treasurer, be and hereby is authorized to accept delivery and custody of certain items of jewelry, stocks, bonds and other personal property held by the Executors of the Estate of Eliza D. Erb, Deceased, and to give a receipt and acquittance therefor, waiving the provisions of the will requiring the Executors to convert such personal property into cash, such receipt being for a partial distribution by the Executors of said Estate.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to approve the above item.

10. Report of the death of Stephen L. Cobb on May 17, 1947. Mr. Cobb was employed at the South Haven Experiment Station prior to his retirement on December 1, 1937.
11. Recommendation from the Retirement Committee for the retirement of George Danciu, Manager of the Auditorium, on a disability pension of \$480 per year, effective May 1, 1947, and \$600 effective July 1, 1947. Mr. Danciu has been on sick leave since November 1, 1946 and is unable to return to work.
12. Discussion of the status of C. O. Wilkins was raised by Mr. Berkey.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted that Mr. Wilkins' responsibilities as Financial Adviser be terminated effective July 1, 1947 and that he be placed on the permanent retirement roll on the same basis as other retired employees at the rate of \$1800 per year.

13. Change in the effective date of the resignation of Alice Ogilvie, nurse at the Health Service from September 30 to June 2, 1947.
14. The following changes in effective dates of resignations are commended:
 - a. John S. Welling, Social Science, from July 15 to August 31, 1947.
 - b. Francis D. Evenhuis, Written and Spoken English, from July 5 to August 31, 1947
 - c. Betty Louise Wilson, Written and Spoken English, from July 5 to August 31, 1947
 - d. Barbara Hoffman Fravel, Textiles, Clothing, and Related Arts, from July 15 to August 31, 1947
 - e. Burton T. Ostenson, Zoology, from July 31 to August 31, 1947
15. Change in status of Morton L. Livingston, temporary Instructor in Biological Science, from part-time at \$84.38 per month to full time at \$225 per month, effective June 16, 1947.
16. Change in status of Ann J. Moore from Administrative Survey Technician to Instructor (Research) in Public Administration at a salary of \$2700 per year, effective July 1, 1947.
17. Change in the effective date of the appointment of Veikko J. Jokela from April 1 to September 1, 1947.
18. Change in title of Jayne Van Alstyne from Assistant to Instructor in Art, effective July 1, 1947.
19. Decrease in salary for David M. Foxson, temporary Instructor in English and Literature and Fine Arts, from \$200 to \$100 per month, effective June 16, 1947.

20. Payment of the following amounts to salaried employees for services rendered in athletic activities during the spring term:

Ray Cook	\$ 3	Jewell Jensen	\$24	Paul Rumpsa	\$ 8
R. J. Davis	40	C. N. McCarty	24	James Tyson	15
Stuart Gallacher	18	Bruce Pettit	12	Elmer Wilcox	9
		John Ramsey	24		

21. Extension of the lease on the Benson House at 321 M.A.C. Avenue for a period of three years at the same rental of \$1000 per year.
22. The following recommendations are made relative to the classification and compensation plan for full-time clerical personnel, and have the approval of the Administrative Group:
 - a. That the salary range for Clerk-Stenographer I be increased \$10 per month, or a range from \$1620 to \$1860 per year.
 - b. That the salary range for Secretary-Departmental I be increased \$10 per month, or a range from \$1680 to \$1920 per year.

Cont. memo understanding Gen. Chem. Co.

Cont. Memo Parke-Davis Co.

Accept. ck. \$4000 Res. Corp. N.Y.

Accept. Quonset Bldg.

Approval resolution re: receipt of property from Erb Estate.

Death of S. Cobb

Retirement George Danciu

Mr. Wilkins placed on regular retirement list.

Ch. in res. date Alice Ogilvie

Ch. in dates of resignations of several employees

Morton Livingston to be full time.

Ch. in status Ann J. Moore.

Ch. in appt. V. Jokela

ch. in title Jayne Van-Alstyne Dec. salary D. Foxson

Payment of amounts to salaried employees.

Ext. lease on Benson house.

Recom. re: classif. & compensa. for Clerical personnel.

June 19, 1947

23. Payment of additional amounts to salaried employees as follows:

<u>Miscellaneous</u>		<u>Miscellaneous</u>		<u>Auditorium</u>	
Robert Angell	\$15.00	Lawrence Searl	\$15.00	Charles Branz	\$14
Warren Burt	15.00	Christopher Sower	22.20	Warren Burt	29
L.E. Chapman	10.00	Harold Sponberg	58.80	L. E. Chapman	17
Russell Daubert	10.00	Wayne VanRiper	15.00	John Emery	14
John Emery	15.00	Clella Weissinger	15.00	Helen Evans	20
Thomas Ford	148.80	Neal Whitehead	15.00	Louise Fountain	3
Helen Greene	38.00	Anita Brown	9.60	Helen Greene	24
Charles Hampton	10.00	Louise Fountain	14.00	James Huston	5
John Henderson	56.50	Curnel Hampton	30.80	Mildred Jeffers	6
Charles Hill	10.00	Edgar Harden	22.20	Floyd Macklem	14
Gerald Knapp	10.00	V.D. Hildebrandt	1.20	Morril McElmurry	9
Floyd Macklem	10.00	S.T. Kimball	22.20	Noel Miller	5
Earl McIntyre	146.40	Sherwood McIntyre	44.40	Elmer Peterson	5
Noel Miller	5.00	C.A. Miller	160.00	Laurence Searl	23
Elmer Peterson	15.00	Ted Mucha	9.60	Robert Troxell	17
William Pitkin	15.40	Norma Olsen	13.00	Wayne VanRiper	20
J.K. Richards	60.00	C.E. Wildon	13.90	Clella Weissinger	14
Alan Scott	146.40			Neal Whitehead	14
				Raymond Yerkie	17

Correction
title Opal
Roberson
to include
Asst. Prof.
(Ext.)

24. Correction in the title of Opal Roberson, Assistant Home Demonstration Leader, to include the title of Assistant Professor (Extension).

25. The following title changes are recommended to be effective July 1, 1947:

Dr. H.J. Stafseth -- title to include Director of Division of Biological Science in the School of Science and Arts.

To Professor

H. A. Berg	Assistant Director of Extension
R. L. Cook	Associate Professor of Soil Science
James Tyson	Associate Professor of Soil Science
M. G. Larian	Associate Professor of Chemical Engineering
L. A. Smith	Associate Professor of Civil Engineering
E. F. Eldridge	Associate Professor (Research) Engineering Experiment Station
Walter Abell	Associate Professor of Art
E. P. Reineke	Associate Professor of Physiology and Pharmacology

To Associate Professor

Arthur Howland	Assistant Professor (Extension) of Economics
L. H. Brown	Assistant Professor of Farm Management
J. C. Doneth	Assistant Professor (Extension) of Farm Management
Richard Bell	Assistant Professor (Extension) of Farm Crops
B. R. Churchill	Assistant Professor of Farm Crops
R. H. Nelson	Assistant Professor of Animal Husbandry
J. W. Donnell	Assistant Professor of Chemical Engineering
R. W. Ludt	Assistant Professor of Chemical Engineering
H. M. Womochel	Assistant Professor of Mechanical Engineering
R. F. Langham	Assistant Professor of Animal Pathology
J. F. Smithcors	Assistant Professor of Anatomy
Dena Cederquist	Assistant Professor (Research) of Foods and Nutrition
Pauline Paul	Assistant Professor (Research) of Foods and Nutrition
B. M. Stewart	Assistant Professor of Mathematics
Harry R. Hoppe	Assistant Professor of English
R. P. Adams	Assistant Professor of English
Lawrence Babb	Assistant Professor of English
H. B. Fields	Assistant Professor of History
C. H. Nickle	Assistant Professor of Speech
H. C. Barnett	Assistant Professor of Foreign Languages
Jack R. Gibb	Assistant Professor of Psychology
V. E. Leichty	Assistant Professor --Board of Examiners
J. W. Ruswinckel	Assistant Professor of Business Administration
C. L. Anderson	Assistant Professor of Biological Science
W. S. Lundahl	Assistant Professor of Biological Science
I. W. Knobloch	Assistant Professor of Biological Science

To Assistant Professor

W. J. Fitch	Instructor in Speech
Lyle Maxwell	Instructor in Business Administration
P. S. Mills	Instructor in Business Administration
Lucille Dailey	Instructor in Physical Education, Health and Recreation for Women
Harold Sponberg	Instructor in Written and Spoken English
T. R. Ford	Instructor in Written and Spoken English
Thera Stovall	Instructor in Written and Spoken English
Jean Brierly	Instructor in Biological Science
G. R. Myers	Instructor in Effective Living
William Gilbert	Instructor in History of Civilization
Clara Laidlaw	Instructor in Literature and Fine Arts
Lennah Backus	Instructor in Home Management and Child Development
Pearl Jackson	Instructor in Institution Administration
Gertrude Mueller	Instructor in Institution Administration

Approval of
title changes
effective
July 1, 1947

MISCELLANEOUS, continued

26. Change in classification of a Clerk-Stenographer I position in the Department of Counseling to a Clerk-Stenographer II position. Helen Groh holds this position.
27. Change in classification of a Clerk-Stenographer I position in the Department of Agricultural Engineering to a Secretary-Departmental I position. Mrs. A. Maureen McDowell holds this position.
28. Request for a new Clerk-Typist position in Snyder-Phillips Halls.
29. Request for a new Secretary-Departmental II position in the Department of Literature and Fine Arts.
30. Request for a new Clerk-Stenographer II position in the Department of Landscape Architecture.
31. Appropriation of \$200 for two band concerts to be held on July 12 and July 23 in the College Auditorium. If the weather is pleasant, the concerts will be held in the Band Shell and the Auditorium will not be used.
32. Statement from O. J. Munson, Architect, for services rendered during the fiscal year 1946-47. There is a balance due him of \$2,031.65.
33. The Retirement Committee recommends to the State Board of Agriculture the approval of the following policy recommended by the special committee making a study of the retirement plan for Michigan State College:
 - a. For those retired persons whose present annual pensions are \$960 or less, an increase of at least 25 per cent, effective July 1, 1947.
 - b. For those retired persons whose present annual pensions are \$961 or more, an increase of at least 20 per cent, effective July 1, 1947.

The budget has been prepared on the basis of these increases, and the amounts shown in the retirement figures in the proposed budget are at the new rates.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to approve the above recommendation from the Retirement Committee, with the adjustment to a minimum of \$1200 for those persons now receiving \$960 per year or more.

34. Recommendation of the Michigan Association of Future Farmers of America Executive Committee and Dean Anthony that the State Board of Agriculture establish 15 tuition scholarships amounting to \$50 each for freshman students entering the School of Agriculture from the regular Smith-Hughes schools.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the above item.

35. Recommendation from the Military Affairs Committee that active duty in National Guard, Reserve, or other similar training camps of the Armed Forces, not exceeding 15 days per year, will not be counted against the vacation time of those employees who are entitled to two weeks or less of vacation with pay. The College will reimburse such employee the difference between his military pay and allowance and his normal take-home pay for the fifteen days of military duty.

In the case of employees entitled to thirty days annual vacation, no adjustment will be made in vacation or pay for military service.

36. Recommendation that the fee for the period of residence in the Home Management Houses be increased from \$38 to \$45 effective for the summer quarter 1947.
37. Recommendation from a special committee and the Administrative Group that there be established a Michigan State College Press as described in the committee report, copy of which was mailed to members of the Board.

It is recommended that Mr. James H. Denison be appointed Director of the Michigan State College Press, and that an appropriation be made for the creation of a revolving fund to permit the operation of this project and authorizing the Comptroller to establish a budget for its operation.

On motion of Miss Jones, seconded by Mr. Brody, it was voted to approve item 37.

38. The Federal Communications Commission has approved our petition for an FM radio station. An appropriation of \$18,000 is now required to permit the purchase of the necessary equipment to provide for the installation of this station at the earliest possible time. Provision is made in the budget for the personnel required for its operation.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve the President's Report, Resignations, Leaves, Appointments, Travel, and Miscellaneous items on which action does not already appear.

ADDITIONAL ITEMSResignations

1. Resignation of J. Manning Nelson as Counselor, effective August 15, 1947, to continue graduate work. Mr. Nelson is not to receive a salary increase.
2. Resignation of Robert E. Rowe as Assistant Physician at the Health Service, effective August 31, 1947, to go into private practice.

2455
Ch. position
Dept. Counseling.

Also in Agric.
Engr.

New clerk-
typist for
Snyder-Phillip
Sec-Dept. II
Lit. & F.Arts
Cl-Sten II
Landscape

\$200 approp.
for band con-
certs Aud.
Balance paid
Mr. Munson

Increase in
annual pen-
sions
approved.

Establish-
ment 15
tuition
scholarships
for Smith-
Hughes

Policy re:
leaves for
duty in Nat.
Guard, Re-
serves, etc.

Fee for
Home Mgt.
hse. resi-
dence inc.

Michigan
State Col-
lege Press
approved.

\$18,000
appropriated
for new
radio equip.

Resignations

2456

Resignations, continued

Resignations

3. Cancellation of the appointment of Haldora Gudmundson as Home Demonstration Agent in Chippewa County which was to have been effective on July 1, 1947.
4. Resignation of Maurice Dumesnil as Associate Professor of Music, effective August 31, 1947. Mr. Dumesnil has been employed on a temporary basis since September 1, 1944.
5. Resignation of Mrs. Walter Abell as temporary Instructor in Foreign Languages, effective June 15, 1947.
6. Resignation of Mrs. Muriel Leonhardt as Assistant in Foreign Languages, effective June 15, 1947. Mrs. Leonhardt was appointed on a temporary basis.
7. Resignation of Arthur I. Davison as temporary Instructor in Psychology, effective June 15, 1947.
8. Resignation of Elizabeth O. Vandemark as temporary Assistant in Psychology, effective June 15, 1947.

Appointments

Appointments

1. Appointment of Robert Arthur Gartung as Assistant to the Personnel Officer at a salary of \$2820 per year, effective July 1, 1947. This is a new position.
2. Appointment of June Szosz to the staff of the Radio Station at a salary of \$2200 per year, effective July 15, 1947. Miss Szosz will work on home economics broadcasts. This is a new position.
3. Appointment of Elwin Farwell as Instructor in Animal Husbandry at a salary of \$3500 per year, effective July 1, 1947. This is a new position. Mr. Farwell was employed as a quarter-time graduate assistant during 1946-47.
4. Appointment of Ben M. Huey as Instructor in Forestry at a salary of \$3500 per year, effective June 15, 1947. This is a new position.
5. Appointment of Harold L. Dahnke, Jr. as Instructor in Effective Living at a salary of \$2800 per year, effective June 16, 1947. This is a new position.
6. Appointment of John Manning as Instructor in History of Civilization at a salary of \$3300 per year, effective September 1, 1947 to replace James A. Seaver who has resigned.
7. Appointment of Albert Thornton Cordray as Associate Professor assigned one-half time to Written and Spoken English and one-half time to Speech, Dramatics and Radio Education, at a salary of \$4600 per year, effective September 1, 1947. This is a new position.
8. Appointment of Leo J. Merten as temporary Instructor in Business Administration at a salary of \$125 per month on a part-time basis, effective September 1, 1947, for as long as necessary.
9. Appointment of Erwin Kapp to be in charge of the equipment room in Physical Education, Health and Recreation for Men at a salary of \$3000 per year, effective July 1, 1947. This is partially a new position and partially a replacement of student labor.
10. Appointment of Bernard R. Josif as Instructor in Engineering Drawing at a salary of \$3200 per year, effective September 1, 1947. This is a new position.
11. Appointment of Mrs. Muriel Leonhardt as temporary Instructor in Foreign Languages at a salary of \$200 per month, effective September 1, 1947 for as long as necessary. Mrs. Leonhardt was employed at \$175 per month during 1946-47.
12. Appointment of Mrs. Walter Abell as temporary Instructor in Foreign Languages at a salary of \$200 per month, effective September 1, 1947. Mrs. Abell was employed at \$180 per month during 1946-47.
13. Reappointment of Georges J. Joyaux as Instructor in Foreign Languages at a salary of \$2800 per year, effective September 1, 1947 and subject to tenure rules and regulations. Mr. Joyaux has been employed since October 1946 on a monthly basis.
14. Reappointment of Louis-Philippe Cormier as Instructor in Foreign Languages at a salary of \$2900 per year, effective September 1, 1947 and subject to tenure rules and regulations. Mr. Cormier has been employed since September 1945 on a temporary basis.
15. Appointment of Mrs. Alice Areba as Instructor in Foreign Languages at a salary of \$200 per month effective June 16, 1947. Mrs. Areba has been on the staff since September 1946.
16. Appointment of Harold R. Dunn as Instructor in Foreign Languages at a salary of \$3000 per year, effective September 1, 1947 to replace L. C. Stevens who has resigned.
17. Appointment of Alvin A. Munn as Instructor in Geology and Geography at a salary of \$2800 per year, effective September 1, 1947. This is a new position.
18. Appointment of Burke G. Vanderhill as Instructor in Geology and Geography at a salary of \$2900 per year, effective August 1, 1947. This is a new position.
19. Appointment of James William Trow as Assistant Professor of Geology and Geography at a salary of \$3800 per year, effective September 1, 1947. This is a new position. To provide funds for this appointment, \$3800 is to be transferred from the budgeted item for temporary instructors in the Department of English, reducing that amount from \$15,000 to \$11,200 and transferring \$3800 to the Department of Geology and Geography.

ADDITIONAL ITEMS, continuedAppointments, continued

20. Appointment of Hugh Eugene Selson as Associate Professor of Mathematics at a salary of \$4700 per year, effective September 1, 1947 to replace A. C. Cohen who has resigned.
21. Appointment of Sidney Lee Thompson as Instructor in Mathematics at a salary of \$3500 per year, effective September 1, 1947 to replace Gaylord Nelson, deceased.
22. Appointment of Mrs. Mary Jane Trustdorf as Instructor (Research) in Bacteriology and Public Health at a salary of \$2600 per year, effective July 16, 1947, to replace Ardeth Lickfeldt who was appointed to replace Frances Rice but whose appointment was cancelled. This is to be paid from Brucella funds.
23. Appointment of Elizabeth O. Vandemark as part-time Assistant in Psychology at a salary of \$65 per month, effective from June 16 to August 29, 1947.
24. Appointment of Donald Tuttle as graduate fellow in Entomology at a salary of \$135 per month, effective from June 1 to August 31, 1947 and paid from funds provided by the Blueberry Growers Association.
25. Appointment of Jay Howard Kauffman as half-time graduate assistant in Sociology and Anthropology at a salary of \$88.88 per month, effective September 16, 1947 to June 15, 1948. This is a new position.

Appointments

26. In accordance with tenure rules, the following promotions and reappointments are to be effective September 1, 1947:

Reappointments on tenure.

- a. The following assistant professors are reappointed and have permanent tenure with this appointment:

Gordon A. Dahlgren, Physical Education, Health and Recreation for Men
 Leonard A. Robert, Civil Engineering
 Herbert Weisinger, English
 Anton Napoli, Foreign Languages
 Mrs. Lucia M. Nesom, Speech, Dramatics and Radio Education
 Ralph L. Guile, Chemistry
 Charles N. McCarty, Chemistry
 John B. Harrison, History and Political Science

- b. The following assistant professors have completed the first three years temporary appointment and are reappointed for a three-year period:

John S. de Martelly, Art
 James E. Moulton, Horticulture
 Byron R. Bookhout, Farm Management
 Marie Ann Adler, Music
 Ernest S. Feenstra, Animal Pathology

- c. The following instructors have had five-year probationary appointments and are now promoted to assistant professors:

Donald Shepard, Short Courses
 Roy E. Skog, Forestry
 Jane E. Rider, Physical Education, Health and Recreation for Women

John Yunck in the Department of English was a member of the military forces during the war, and it is recommended that the period of military service not be considered as a part of his probationary period and that he be continued for a two-year appointment as an instructor.

- d. The following instructors have had three years of probationary appointment and are now reappointed for a two-year period as instructors:

Hester Clark, Education
 Isobel Blyth, Mathematics
 Helen E. Core, Mathematics
 Marian Michmerhuizen, Mathematics
 Macha J. Rosenthal, Mathematics
 David J. Kahler, Bacteriology and Public Health

- e. The following instructors have had one-year probationary appointment and are now reappointed for a two-year period as instructors:

Counselors

Melvin A. Anderson
 Beatrice I. Fessenden
 Harry H. Scales

Counseling, Testing and Guidance

Raymond N. Hatch

Physical Science

William H. Loughran
 David P. Stewart

Short Courses

Julius Barbour (and Adult Educ)
 Lyle A. Thorburn

Animal Husbandry

H. William Newland

Dairy

Robert C. Lewis

Social Science

John Henderson
 Arthur W. Else
 E. Grant Youmans

Farm Management

Eugene H. Carter

Landscape Architecture

Charles E. Morris

Biological Science

John B. Gerberich
 John N. Moore
 Delbert E. Schoenhard
 Marvin D. Solomon
 Allan Tucker

June 19, 1947

Appointments, continuedReappoint-
ments accord-
ing to tenure
rules

26. Reappointments under tenure rules (continued)
e. Instructors reappointed for two-year period (continued)

<u>Written and Spoken English</u>	<u>Business Administration</u>	<u>Civil Engineering</u>
George F. Batka	Culver Bailey	Max F. Rogers
Harry C. Beaman	Robert Dvorsky	DeVere W. Ryckman
Maxine A. Eyestone	Maurice Strait	George C. Westfall
Roger B. Hamlin		
Charles Hill (& Speech)	<u>Hotel Administration</u>	<u>Engineering Drawing</u>
Reginald V. Holland	Walter E. Montague	Charles R. E. Wessel
Russell A. Jenkins		
Stanley N. Kinney	<u>Journalism</u>	<u>Mechanical Engineering</u>
Noral L. Landmark	Earl A. McIntyre	Norman C. McClure
Robert Lumianski	Edwin H. Wintermute	
Eugene C. Osborne		<u>Foods and Nutrition</u>
James H. Platt	<u>Physical Education for Men</u>	Mrs. Mary T. Frang
Maude Shapiro	Gayle B. Robinson	Lois E. Jackson
Meredith R. Taylor		
Irene E. Wade	<u>Physical Education for Women</u>	<u>Institution Administration</u>
Hugh Wilson	Carol S. Goodale	Marjorie A. Kintz
Margaret Wood		
<u>Textiles, Clothing & Related Arts</u>	<u>Education</u>	<u>Music</u>
Eleanor R. Clauss	Greta D. Slack	Douglas C. Campbell
Eleanor E. Roth		James D. Jackson
	<u>Art</u>	Mary G. Oliver
<u>Botany and Plant Pathology</u>	Louis B. Raynor	Suzanne Pfitzner
Jack C. Elliott		Virginia F. Prunty
	<u>Mathematics</u>	
<u>Speech, Dramatics & Radio Educ.</u>	Laura J. Bullard	<u>Physics and Astronomy</u>
Ben Wampler	Frances E. Davis	Kenneth W. Saunders
	Emerson Grindall	
<u>Chemistry</u>	Cornelius Groenewoud	
Harold Hart	Hugh H. Holloway	<u>Economics</u>
Hans Lillevik	C. A. Jacokes	Willys R. Knight
<u>Anatomy</u>	Edward C. Long	
Eugene E. Oakberg	Myron S. Miller	<u>Surgery and Medicine</u>
		Floyd E. Eads

27. Appointment of Marcus A. Maxon as quarter-time graduate assistant in Horticulture at a salary of \$55.55 per month for the period from June 16, 1947 to August 31, 1947.
28. Appointment of Vernon J. Fisher as half-time graduate assistant in Horticulture at a salary of \$111.11 per month for the period from June 16, 1947 to August 31, 1947.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve items 26, 27 and 28.

Travel

Travel

1. Full expenses for E. E. Kinney to go to Chicago on June 23 and 24 to inspect surplus war commodities.
2. Full expenses for J. H. Kobs to represent the National Collegiate Baseball Coaches Association at a joint meeting with the commissioner of professional baseball in Cincinnati, Ohio, on June 25.
3. Full expenses for Mildred Jones to go to Cornell University the last week in June to visit new women's dormitories and study organizations and furnishings.
4. Full expenses for Clarence L. Munn to go to Minneapolis for three or four days in July to confer with athletic officials at the University of Minnesota.

Report of
deaths of
students in
war.Miscellaneous

1. Report of the deaths of the following former students in World War II:
Jack Bornkind, a Private First Class in the Army, died on April 23, 1945, while a prisoner of war in Germany. He was enrolled in Applied Science during 1941-42, having entered from Flint. He was a member of the Class of 1945.

Maynard Lynn Cowles, Class of 1943, a First Lieutenant in the Army Air Forces, was killed in action over Germany on March 3, 1945. He was enrolled in Agriculture during 1939-1941, having entered from St. Johns, Michigan.

Richard Jerome Kroth, Class of 1942, a Lieutenant (jg) in the Navy, was killed in action in the Pacific on October 25, 1944. He was enrolled in Engineering during 1938-1940, having entered from Hamtramck, Michigan. He held two Presidential Unit Citations and the Purple Heart Medal.
2. Acceptance of a check for \$10,000 from Jesse P. Wolcott, Member of Congress from the 7th District in Michigan and the following recommendation is made for its use:
That the \$10,000 be invested by the College as a permanent trust fund, the income to be used each year for the payment of the Wolcott Scholarships. It is recommended that these awards be made

\$10,000
accepted for
Wolcott
Scholarships

Miscellaneous, continued

2. Walcott scholarships, continued:
available to at least two students, residents of Michigan, at the beginning of their sophomore year to be selected by the faculty scholarship committee and the Dean of the Basic College on the basis of need and demonstrated ability.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve item 2.

3. Request for an additional Clerk-Typist position in the Department of Business Administration.
4. Request for reclassification of a Secretary-Departmental I position to a Secretary-Executive position in Business Administration.

Clerk-Typist
Business
Adm. approved.

Sec.-Execu-
tive Bus. Adm.

5. It is recommended that the College Office of Veterans Affairs be disposed of in the following manner, effective July 1, 1947:
 - a. The book store management to be turned over to the College Book Store under the direction of Mr. Scott and to be moved into the Union Building before the opening of school.
 - b. The Registrar's Office now operated in the Veterans Office to be discontinued.
 - c. The accounting and collections operations of the Veterans Office to be transferred to the Comptroller's Office and moved into the Administration Building before the opening of fall term.

Office of Vet
Affairs to be
disposed of

6. Mr. May recommends the following past due student accounts be written off as uncollectible:

Board and room owed by men who were killed in the war	\$48.06
Notes held by student loan funds	626.40
(\$135 is owed by persons killed in the war, \$345.60 by persons now deceased and \$145.80 by persons who have been adjudged incompetent and are held in state institutions. These accounts are for the years 1932 through 1941)	

Past due
student accts
written off

7. Mr. May recommends that the Board authorize the Comptroller to write off shortages in the petty cash accounts of Bruce Pettit in the amount of \$66.02 and of Noel L. Miller in the amount of \$181.42.

Shortages in
petty cash
accounts
written off.

8. Final settlement with School District No. 8, Lansing Township, for the education of students living in college housing:

Final settle-
ment with
School Dist.
No. 8

Total charge for the year	\$1845.57
Previously paid	1440.00
Balance due	\$ 405.57

9. Report that the College Chemistry Department has now been approved by the American Chemical Society.

10. It is estimated that there will be approximately 100 children of school age living in our college housing projects and for whom school opportunities must be provided.

Recommendations re: edu-
cation of stu-
dents living
in college
housing
projects.

- a. It is suggested that the State Board of Agriculture formally request the East Lansing Board of Education to include all college-owned property in the East Lansing School District.
- b. Authorize the preparation of a contract between the Board of Agriculture and the East Lansing Board of Education in which we agree to pay to East Lansing School Board the difference between the state aid and the average cost per pupil of operating the East Lansing Schools.
- c. Include in this contract a proviso for a reasonable compensation per pupil for school building cost, the amount to be negotiated on the basis of actual experience and to be agreed upon by a representative of the East Lansing Board of Education, a representative of the State Board of Agriculture, and a representative of the State Department of Public Instruction.
- d. That the temporary buildings now used as offices on Shaw Lane be turned over to the East Lansing Board of Education for use for the next school year for school purposes with the understanding that we will install a steam heating system and paint them and clean them on the inside. Responsibility for maintenance rests with the East Lansing Board of Education.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve recommendations in item 10.

Approval roof
drains for
temporary
classrooms

11. The FWA temporary classrooms have no provision to take away the roof water. Recent rains have demonstrated that it is essential that this be done. Bids have been taken from Van Orden and Van Ess, \$15,556, and from the Angel Company, \$15,500. Darin and Armstrong, the contractors on the job, believe the work can be done for \$12,000 or less and will take it on a cost basis with a $\frac{1}{2}$ per cent profit. It is recommended that the proposal of Darin and Armstrong be accepted.

12. New bids have been taken for the 25-ton Diesel driven locomotive crane for coal handling at the new power plant as follows:

American Hoist and Derrick Company of St. Paul	\$32.465
Industrial Brownhoist Corporation of Bay City	31.965

Indus-Brown-
hoise Corp.
low bidder on
locomotive
crane.

These bids were in accordance with the new specifications, and it is recommended that the low bid be accepted.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve all the foregoing Additional Items on which action does not already appear.

Approval steam
mains for
bldgs to be
used as
school on
Shaw Lane.

13. Mr. Erickson submits an estimate for the cost of installing steam mains and adequate heating system to the buildings now used as temporary offices on Shaw Lane for the FPHA construction project. The estimated cost is \$6800. The installation is necessary in connection with the proposed agreement with the East Lansing Board of Education.

June 19, 1947

Miscellaneous, continued

Approval of
steam mains at
\$23,000 app.

14. Mr. Erickson submits a recommendation that when the steam line is being laid between the new steam generating plant and the old power plant that the mains carrying the steam to the proposed dormitory-stadium unit be included when the trenches are open, and save the necessity of digging new trenches for this line at some later date. The cost of installing the steam mains in this 800-foot portion of open trenches will be \$23000. At a later date it will be necessary to extend the steam line from this point to the dormitory-stadium, a distance of 650 feet. There will be a material saving in dollars and effort in installing this section of the steam mains at this time, and an appropriation to cover this item is recommended.

Two addition-
al deep wells
provided at
\$35,000

15. Mr. Erickson recommends that the Board authorize immediate starting of two additional deep wells in connection with the new power plant and necessary services. There is an item in the power plant budget of \$35,000 for this purpose. It is requested that the Board authorize the taking of bids and letting of contracts for these two wells at this time. When completed, the water supply will only be equal to the expected demand, 2700 gallons per minute, leaving no reserve to take care of possible outage when pumps may be out of commission, and it will be desirable that one or two additional wells be drilled beyond these to provide for possible shutdown.

Approval of
1947-48 bud-
get and also
corrections.

16. Approval of the 1947-48 budget corrections as follows:
- a. Change the salary of Edward F. Rebman, County Agricultural Agent, from \$3300 to \$3200.
 - b. Change the salary of Olevia C. Meyers from \$3600 to \$3700.
 - c. Correct typographical error on page 136 changing five graduate assistants from \$4400 to \$4000.
 - d. Correct typographical error on page 157 and change the salary of Mr. Larzelere from \$4252 to \$4250.
 - e. On page 162 change three positions at \$11,400 to one position at \$4000 and use this saving of \$7400 to correct errors in the compilation of the budget as follows:
 - (1) Animal Husbandry, 2 teaching positions at \$7800 and one extension position at \$3000.
 - (2) Poultry Husbandry, 2 teaching positions at \$6900 and one extension position at \$2400.
 - (3) Soil Science, 2 teaching positions at \$7800 and one experiment station position at \$1900.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve the budget and corrections as presented.

17. Discussion of the date of the next Board meeting.

Lv. Annanell
Jubb

18. Leave of absence without pay for Mrs. Annanell Jubb, Instructor (Research) in Foods and Nutrition, for the month of August 1947.

Resignation
Dr. L. English

19. Resignation of Dr. Lena English as Assistant Physician at the Health Service, effective August 31, 1947.

Change in ef-
fective date
of resigna-
tions.

20. Change in the effective date of the resignations of the following temporary staff members from June 30 to June 15, 1947:

Howard P. Spangenberg, Instructor in Social Science
Mrs. Grace Kikuchi, Assistant in Foreign Languages
Mrs. Clyde M. Campbell, Instructor in Geology and Geography
Melvin A. Leach, Physics and Astronomy
J. W. Slaughter, Physics and Astronomy

James Denison
designated Adm
Asst. in
charge of Pub
Relations and
Radio Sta.

21. Recommendation that effective July 1, 1947, James Denison be designated as Administrative Assistant in charge of Public Relations and that the Department of Public Relations and Radio Station WKAR be made responsible to him. His new title to be Administrative Assistant in Charge of Public Relations and Director of the Michigan State College Press.

Approval of
policy re:
sale of
horses, cattle
etc.

22. Experience over a period of many years has demonstrated that the revolving Dairy Cattle fund and Horse fund into which all monies received from the sale of dairy cattle and horses respectively have been deposited have served effectively to make it possible for the dairy cattle and horse herds to be maintained at a high quality through the purchase of good sires and herd replacements. From time to time transfers have been made from these funds for other college purposes. The departments involved have felt a proprietary interest in these funds beyond the funds actually needed for herd replacements in spite of the fact that all labor costs, feed costs, etc., are paid for from other college sources.

To preserve the advantages of these funds and extend similar advantages to classes of farm livestock beyond horses and dairy cattle, and at the same time to assure a degree of institutional control over them, the following policies are to be effective:

- a. All proceeds from the sale of dairy cattle, beef cattle, horses, hogs, and sheep will be deposited in the Livestock Revolving Account.
- b. The Dean of Agriculture may issue requisitions against this account for the purchase of herd replacements or breeding stock to be used on the college farm or substations.
- c. Before the end of each fiscal year, the Dean of Agriculture will submit an estimate of the anticipated needs for herd replacements and breeding animals and estimated costs for the next fiscal year.

(continued)

ADDITIONAL ITEMS, continued

2461

Miscellaneous, continued

22. Policy regarding sale of horses and cattle, etc., continued:

- d. On the basis of this estimate and the Comptroller's itemized report of transactions for each year, the President may recommend to the Board that amounts in the fund he considers in excess of the reasonable needs in view of all existing circumstances be transferred to the General Fund or other college funds for designated purposes.
- e. Number "a" above is not to include sales of experimental animals purchased for experimental purposes, or to livestock at the substations.
- f. As a nucleus of this fund, the Comptroller is authorized to use \$5,000 of existing Dairy Cattle and Horse funds--the balance over this amount is to be expended as authorized by the Secretary for barn and building alterations on the Wieland Farm.
- g. This supersedes all previous actions pertaining to these funds.

Policy re:
sale of horses
and cattle.

23. Transfer the balance at the end of the fiscal year in the Quonset Village Account and Faculty Housing account as follows:

- a. \$100,000 to Extension of Streets and Sidewalks
- b. \$50,000 to account for completing college portion of FWA temporary classrooms.
- c. Balance to account for Buildings and Special Equipment for buildings not provided for by legislative appropriation.

Transfer of
several
accounts
approved.

24. Transfer from general fund balance at end of the fiscal year:

- a. \$50,000 to Michigan State College Press Revolving Fund to be repaid eventually from revenues.
- b. \$100,000 for equipment and furnishing FWA temporary classrooms.
- c. \$200,000 for installation of student recreational center in riding hall of Demonstrational Hall to be repaid over a period of years from revenues.
- d. Authorize the President, Secretary, and Comptroller to transfer such balances as are available to account for Buildings and Special Equipment not provided for by legislative appropriations.

On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to approve items 23 and 24.

25. Increase in salary for T. D. Stevens, Professor of Forestry, to \$6300 effective July 1, 1947.

Increase in
salary T.D.
Stevens.On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve all Miscellaneous items from number 13 through 25 except those on which action appears.

26. Recommendation from the State Board of Agriculture that the salary of John A. Hannah, President, be increased to \$15,000, effective July 1, 1947.

Inc. salary
J. A. Hannah
to \$15,000On motion of Mr. Berkey, seconded by Miss Jones, it was voted to approve the above recommendation.

27. Mr. Calder appeared before the Board and presented the sketches for the Hotel and Continuing Education Building. The general arrangements were approved by the Board and it is understood that efforts will be made to arrange sufficient finances to make this building possible as planned.

Sketches pre-
sented for
Hotel and
Cont. Edu.
building.

28. Mr. Cress of the Ann Arbor Trust Company appeared before the Board to report on the progress he is making in arranging the funds to finance the \$3,800,000 worth of notes that come due August 1st and to provide additional funds to complete the self-liquidating program now under way and to provide funds for the dormitory-stadium project, for the music practice rooms and Fine Arts Center and possibly a portion of the cost of the Hotel and Continuing Education Building. His suggestions were approved in principle and he was instructed to proceed to arrange the financing on the basis outlined to be presented to a special meeting of the Board to be called when he is ready for action.

Mr. Cress in-
structed to
arrange fi-
nancing to
complete self-
liquidating
bldgs.

29. Resolution of the State Board of Agriculture extending the date of payment of loans maturing August 1, 1947:

Resolution
extending date
of payment
of loans ma-
turing Aug.
1, 1947

WHEREAS, The State Board of Agriculture, of the State of Michigan, as of February 21, 1946 entered into a certain Term Loan Agreement with National Bank of Detroit, The Manufacturers National Bank of Detroit, and Michigan National Bank, as lending institutions, and Ann Arbor Trust Company, as Agent, pursuant to the terms of which said Board borrowed from said Banks the sum of Three Million Dollars (\$3,000,000.00) upon the terms and conditions more fully set forth in said Term Loan Agreement and the notes executed by the Board as evidence of such loans; each bank loaning to said Board the sums hereinafter set forth opposite the respective bank's name:

National Bank of Detroit	\$ 2,250,000.00
The Manufacturers National Bank of Detroit	500,000.00
Michigan National Bank	250,000.00

and

WHEREAS, said Board, as of August 24, 1946, entered into a Supplemental Term Loan Agreement with the banks above named and said Ann Arbor Trust Company, as Agent, pursuant to the terms of which said Board borrowed from National Bank of Detroit and The Manufacturers National

2462 ADDITIONAL ITEMS, continuedMiscellaneous, continued

29. Resolution, continued:

bank of Detroit, pursuant to the terms of said Supplemental Term Loan Agreement and the notes executed by the Board as evidence of such loans, the additional sum of Eight Hundred Thousand Dollars (\$800,000.00); each of said banks loaning to said Board the sums hereinafter set forth opposite the respective bank's name:

National Bank of Detroit	\$ 650,000.00
The Manufacturers National Bank of Detroit	150,000.00

and

WHEREAS, under the terms of said Term Loan Agreements and the notes evidencing said loans, the principal of said loans, together with all interest which shall accrue thereon and remain unpaid on August 1, 1947, shall become due and payable on said date; and

WHEREAS, this Board deems it expedient and proper that the principal payments due on said loans on August 1, 1947, should be extended to permit payment thereof at any time on or before November 1, 1947.

NOW, THEREFORE, BE IT RESOLVED that J. A. Hannah, President of The State Board of Agriculture, and/or Karl H. McDonel, its Secretary, be and they are hereby authorized, empowered and directed to take such action and perform such deeds for and on behalf of The State Board of Agriculture, and to execute any and all instruments of every kind and description requisite to or thought desirable in order to extend the loans above described, so that the principal amounts owing thereon may be payable on any date on or before November 1, 1947. Provided, however, the rate of interest payable on such loans from and after August 1, 1947, to the date of payment shall not exceed the rate of one and one-half per cent ($1\frac{1}{2}\%$) per annum.

On motion of Mr. Akers, seconded by Mr. Mueller, it was voted to request the banks from which the \$3,800,000 was borrowed to renew these notes for 90 days at an interest rate of $1\frac{1}{4}\%$ and to authorize the officers of the College to negotiate for this extension on this basis.

Classroom
Building

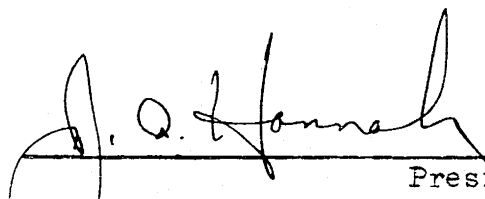
30. Recommendation for the naming of the Classroom Building.

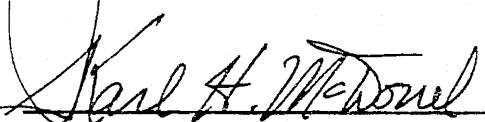
named Berkey
Hall

On motion of Mr. Akers, seconded by Mr. Mueller, it was voted to name the Classroom Building now nearing completion "Berkey Hall" honoring William H. Berkey, Chairman of the Board.
(This action was taken in Mr. Berkey's absence without his knowledge.)

31. The President reported on the case of James Zarichny, a student, who has been notified that he will not be permitted to re-enter college.

The meeting adjourned at 4:00 p.m.


President


Secretary