

Minutes of the Meeting
of the
State Board of Agriculture
April 15, 1943

Present: Mr. Berkey (Chairman); Messrs. Akers, McPherson; Mrs. Masselink; President Hannah; Treasurer Wilkins; Secretary McDonel

Absent: Mr. Brody, Mr. Jakway and Dr. Elliott

The meeting was called to order at 11:10 A.M.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Travel J.M.
Moore Chicago

1. Full expenses for J. M. Moore to attend a conference called by the Regional Administrator of the Food Distribution Administration in Chicago on March 29-30; expenses to be paid from Extension funds.

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

RESIGNATIONS

Resignations

1. Resignation of Mary Etta Willems as stenographer in Home Economics, effective April 15, 1943. Miss Willems has accepted a position with the Army Air Forces stationed on the campus.
2. Resignation of Frances L. Angell as clerk in the Creamery Office, effective March 31, 1943. Mrs. Angell is moving from Michigan.
3. Resignation of Mrs. Virginia Trakas as stenographer in the Summer School Office, effective April 30, 1943.
4. Resignation of Esther Bauerle as stenographer in the Office of the Dean of Agriculture and the Short Course Office, effective April 30, 1943. Miss Bauerle is going home to help on the farm during the summer.
5. Resignation of Mrs. Katherine Krogness Weisner as stenographer in the Poultry Department, effective April 15, 1943.
6. Resignation of Frances Wozniak as stenographer in the Boys' and Girls' Club Department, effective April 30, 1943. Miss Wozniak is having trouble with her eyes which prevents her from doing stenographic work.
7. Resignation of Betty Fox as stenographer in the Conservation Institute, effective April 5, 1943. Miss Fox is to be married.
8. Resignation of Mrs. Marie Stewart as stenographer in Engineering, effective April 30, 1943. Mrs. Stewart will join her husband who is in the Army.
9. Resignation of Mrs. Mabel Kinzley as stenographer in Forestry, effective April 17, 1943. Mrs. Kinzley has accepted a position at Kold-Hold in Lansing.
10. Resignation of Cara Jean Sanford as Home Demonstration Agent in Jackson County, effective April 20, 1943. Miss Sanford is to be married.
11. Resignation of Thomas O. Robey as Research Assistant in Bacteriology, effective April 15, 1943. Dr. Robey has been commissioned as a First Lieutenant in the Veterinary Corps of the Army.
12. Resignation of Hanley Albig as Instructor in History and Political Science, effective March 31, 1943. Mr. Albig has accepted a position in industry.
13. Resignation of Paul Polmantier as Assistant Professor of Education, effective April 30, 1943. Mr. Polmantier has been commissioned as Ensign in the Navy in lieu of being drafted. He was a temporary employee.
14. Resignation of Fred H. Vogel as Instructor and Research Assistant in Forestry, effective April 15, 1943. Mr. Vogel has accepted a position in connection with emergency rubber production for the Rubber Development Corporation.
15. Cancellation of the appointment of Melvin Dresher as Assistant Professor of Mathematics. Mr. Dresher was appointed at the March Board meeting but did not report.
16. Resignation of Jess W. Smith as half-time assistant in Animal Pathology, effective March 31, 1943.
17. Report that Clinton Dornfield did not accept the position as half-time graduate assistant in Chemistry for 1943-44.
18. Resignation of Roberta Longstreth as half-time graduate assistant in Chemistry, effective March 31, 1943. Miss Longstreth has accepted a position with the Dow Chemical Company.

RESIGNATIONS, continued

19. Resignation of Edward G. Braunschneider as half-time graduate assistant in Zoology, effective March 31, 1943. Mr. Braunschneider has been drafted.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to accept the Resignations.

LEAVES

Leaves

1. Continuation of leave without pay for six months for Ivan F. Schneider, Research Associate in Land Use, to permit him to complete his work with the U.-S. Engineering Office in the construction of flying fields near Saginaw and Bay City. Mr. Schneider has been on leave since October 14, 1942.
2. Leave of absence without pay for five months for Clayton Watts, Instructor in Sociology, effective April 1, 1943. Mr. Watts will accept a position with the Detroit Office of the War Labor Board.
3. The following military leaves are recommended to be effective through August 31, 1943:
 - a. Dr. Joseph M. Donaldson, Instructor in Surgery and Medicine, effective April 1, 1943. Dr. Donaldson has been commissioned as a first Lieutenant in the Veterinary Corps of the Army.
 - b. Clayton D. Otis, employee in the Stores Department, effective April 2, 1943. Mr. Otis has been drafted.
 - c. George B. VanSchaack, Assistant Professor of Mathematics, effective May 1, 1943. Mr. VanSchaack has been commissioned in the Naval Reserve.

On motion of Mr. Akers, seconded by Mrs. Masselink, it was voted to approve the Leaves.

APPOINTMENTS

Appointments

1. Transfer of Dorothy Crakes to stenographer in Soils Science at the same salary of \$1320 per year, effective April 1, 1943, and paid half from College and half from Experiment Station funds. Miss Crakes' salary has formerly been paid from half Extension and half Experiment Station funds. She replaces Nancy Northrup Robertson who has resigned.
2. Appointment of Susanne E. Gage as stenographer in Journalism at a salary of \$50.00 per month on a half-time basis, effective from March 24 to June 15, 1943. Miss Gage is a part-time assistant in the Chemistry Library at a salary of \$900 per year, making her total salary rate \$1500.00 per year.
3. Appointment of Anne F. Porter as stenographer in Agricultural Engineering at a salary of \$1260 per year, effective April 12, 1943. Miss Porter replaces Evangeline R. Parks (salary \$1260) who has resigned.
4. Appointment of Doris M. Boyer as stenographer in the Summer School Office at a salary of \$1320 per year, effective May 1, 1943. Miss Boyer has been employed in the CAA Office on the campus and is being transferred. She will replace Virginia Trakas (salary \$1380) who has resigned.
5. Appointment of Leona Pierce as stenographer in Education at a salary of \$1320.00 per year effective April 1, 1943. Miss Pierce replaces Donaldda Doepker (salary \$1260) who has resigned. The College will be reimbursed in full for the salary by the State Board of Control for Vocational Education.
6. Appointment of Mrs. Betty Ginter as stenographer at the Health Service at a salary of \$1260 per year, effective March 15, 1943. Mrs. Ginter will serve as military stenographer. This is a new position.
7. Appointment of Mrs. Elizabeth Hill as stenographer in Dairy Husbandry at a salary of \$1260 per year, effective March 29, 1943. Mrs. Hill replaces Mrs. Frances Angell (salary \$1260) who has resigned.
8. Appointment of Marjorie Marks as stenographer in the Conservation Institute at a salary of \$1320 per year, effective April 5, 1943. Miss Marks replaces Betty Fox (salary \$1260) who has resigned.
9. Appointment of Mrs. Margie N. Propp as stenographer in Agricultural Economics at a salary of \$1260 per year, effective April 1, 1943, and paid half from Experiment Station and half from Extension funds. Mrs. Propp replaces Amy L. Pederson (salary \$1200) who has resigned.
10. Appointment of Phyllis Thornton as stenographer in Landscape Architecture at a salary of \$1200 per year, effective April 1, 1943. Miss Thornton replaces Lucille Palmatier (salary \$1200) who has resigned.
11. Appointment of Elva L. Denniston as Assistant in Research in the Chemistry Experiment Station at a salary of \$1600 per year on a permanent 12-month basis, effective April 5, 1943. Miss Denniston replaces Estella M. Kamps (salary \$1600) who has resigned.
12. Appointment of William F. Robertson as Superintendent of the Canning Factory and Research Associate in Horticulture at a salary of \$3600 per year on a permanent 12-month basis, effective April 15, 1943. The salary is to be paid half from Experiment Station funds and half from College funds. This is a new position.

APPOINTMENTS (continued)

Appointments

13. Appointment of Mallory Stickney as District Farm Forester, effective March 15, 1943. His salary is to be paid by the U. S. Forest Service from the Norris-Doxey appropriations, and the Extension Service of the College will be responsible for his expenses which will amount to approximately \$600 for the first year.
14. Transfer of Miss Alfreda Hanson to the position of Home Demonstration Agent in Jackson County at the same salary of \$1900 per year, effective April 24, 1943. Miss Hanson is now Home Demonstration Agent at Large. She will replace Cara Jean Sanford who has resigned.
15. Appointment of T. A. Merrill as Extension Specialist (Associate Professor rank) and Research Associate in Horticulture at a salary of \$3800 per year on a permanent 12-month basis, effective June 1, 1943, and paid two thirds from Extension funds and one third from Experiment Station funds. Mr. Merrill was employed from March 16, 1934, through March 31, 1941, when he resigned to accept a position in New York State.
16. The following changes are recommended in the County Agent situation in Ionia and Cheboygan Counties:
 - a. W. C. Cribbs to be retained at his present salary of \$3300 per year but his title changed to Assistant County Agent in Ionia County, effective April 15, 1943. Mr. Cribbs will retire on October 31, 1943.
 - b. Transfer of Albert Griffith from Cheboygan County to County Agricultural Agent in Ionia County and salary increased from \$2400 to \$2700 per year, effective April 15, 1943.
 - c. Transfer of John T. Stone to County Agricultural Agent in Cheboygan County at a salary of \$2500 per year, effective April 15, 1943. Mr. Stone is now Assistant County Agent at Large at a salary of \$2200.
17. The following appointments are recommended to be effective from May 1 through September 30, 1943, and will be paid through June 30 from regular Extension funds and after July 1, from the special war-time funds:
 - a. Appointment of Henry W. Bouley as 4-H Club Agent for Marquette County at a salary of \$150 per month.
 - b. Appointment of Bernard F. Gaffney as 4-H Club Agent for Houghton County at a salary of \$150 per month.
18. Appointment of Elmer C. Rossman as Field Agent for the Michigan Crop Improvement Association at a salary of \$2000 per year, effective May 1, 1943, and paid from Michigan Crop Improvement Association funds. This request is made by the Michigan Crop Improvement Association.
19. Appointment of Scott S. Pauley as Instructor in Forestry at a salary of \$2400 per year, effective from April 5 to June 30, 1943. Mr. Pauley has previously been employed by the College but resigned to accept a position in Haiti.
20. Appointment of Wanda Falarska Wesslund as Instructor in Physical Education for Women at a salary of \$1800 per year on a permanent 10-month basis, effective April 1, 1943. Mrs. Wesslund replaces Harriet Skidmore (salary \$1800) who has resigned.
21. The following appointments are recommended to fill vacancies on the College Police Force:
 - a. Appointment of Nelson A. Eklund at a salary of \$2000 per year, effective April 1, 1943.
 - b. Appointment of Clare Kaiser at a salary of \$2000 per year, effective April 1, 1943.
22. Reappointment of Charles W. Griffin as Assistant Baseball Coach at a salary of \$200 for the spring term 1943.
23. Reappointment of the following persons in the Speech Department for the months of April, May, and June 1943:
 - a. Mary Jeanette Martin at a salary of \$100 per month.
 - b. Kenneth Richards at a salary of \$120 per month.
 - c. Mrs. W. B. Whitaker at a salary of \$150 per month.
24. Reappointment of the following persons in the English Department for three months beginning April 1, 1943:
 - a. Mrs. Melba J. Babington as Instructor in English at a salary of \$125 per month.
 - b. Mrs. Harry R. Hoppe as Instructor in English at a salary of \$125 per month.
 - c. Mrs. Kathryn C. Nye as Instructor in English at a salary of \$75 per month.
 - d. Mrs. Herbert Weisinger as Instructor in English at a salary of \$125 per month.
25. Appointment of Mrs. Dorothy Frimodig as Instructor in Mathematics at a salary of \$100 per month for three months beginning April 1, 1943.
26. Appointment of Fred Holtz as Instructor in Surgery and Medicine at a salary of \$2000 per year on a permanent 12-month basis, effective April 1, 1943. The salary is to be paid \$1400 from College funds and \$600 from the Kellogg Chemical Dog Rations fellowship. Mr. Holtz replaces Joseph M. Donaldson (salary \$2000) who is on military leave.
27. Appointment of Francis W. Gentry as half-time assistant in Animal Pathology at a salary of \$60 per month, effective April 1, 1943, - all salary to be paid from Abortion Test Fund. Mr. Gentry replaces Jess W. Smith.

APPOINTMENTS (continued)

Appointments

28. Appointment of George T. McCollough as quarter-time student instructor in Drawing and Design at a salary of \$30 per month for three months beginning April 1, 1943.
29. Appointment of Seymour Bogdenoff as graduate research fellow in Zoology at a salary of \$100 per month for three months beginning April 1, 1943. Mr. Bogdenoff is to be paid from the special Conservation Department Research Fund established for fish investigation.
30. Change in status for John McCallum from half-time to quarter-time graduate assistant in Chemistry, effective April 1, 1943.
31. Reappointment of Alfred L. Bortree as quarter-time assistant in Bacteriology at a salary of \$350 for 1943-44.
32. Reappointment of William S. Hartnell as quarter-time assistant in Bacteriology at a salary of \$350 for 1943-44.
33. Reappointment of Elden Kline as half-time assistant in Parasitology at a salary of \$700 for 1943-44.
34. The following graduate assistants are recommended for 1943-44:
 - Bacteriology - Reappointment of Mary Elizabeth Bullard, half-time.
 - Reappointment of Sylvia Laine, quarter-time.
 - Chemistry - Claire C. Patterson, half-time to replace W. J. Abraham
 - William D. Gordon, half-time, to replace Robert Hanzel.
 - Deborah Morgan, half-time to replace Clinton Dornfield.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve the Appointment Items 1 to 34 inclusive.

35. The following appointments are to be continued one more year through June 30, 1944.

Farm Management:	Arthur H. Haist Edward Rebman	Art:	Marian Andros Leonard Jungwirth Charles Pollock
Soils:	Leonard J. Braamse	English:	Harry R. Hoppe W. C. Hummel Verdun Leichty Barris Mills George R. Price M. L. Rosenthal Herbert Weisinger
4-H Clubs	Karl C. Festerling Raymond Lamb Morris K. MacGregor Andrew L. Olson Harold Sparks	History:	John B. Harrison (Perm. appoint.) Hans L. Leonhart
County Agents:	George Hurrell Arthur D. Markle E. Sheldon Markle	Mathematics:	Isobel Blyth Naomi Vollmar
Civil Engineering:	Carl B. Andrews Leonard A. Robert	For. Languages:	Mischa Fayer
Drawing & Design:	Daniel Fullmer W. E. Reuling (delay retirement)	Philos. & Psych.	Herbert H. Humphreys
Foods and Nutrition:	Ruth Daum Fay Kinder Margaret L. Phillips Alice M. Towson Marion A. Wharton	Speech	Joe A. Calloway Moiree Compere Paul Geisenhof Walter McGraw, Jr. (Perm. Appoint) Lucia M. Nesom
Home Management and Child Development:	Elsie L. Gabel Dorothy M. Greey		
Institution Admini- stration:	Kathryn Heiserman Wilda Southworth Ruth McNeal Patricia Tighe Helen Louise Widick Pearl Jackson		
Textiles, Clothing & Related Arts:	Ruth M. Clayton (Permanent appointment)		
Surgery and Medicine	Lincoln P. Hedeman		
Chemistry Library:	Susanne E. Gage		
Geology & Geography:	Robert L. Carmin		
Zoology	Charles G. Danforth		

On motion of Mrs. Masselink, seconded by Mr. Berkey, it was voted to approve item 35.

APPOINTMENTS (continued)

36. Appointment of Mrs. Eleanor Lyon as a general duty nurse at the Health Service at a salary of \$1800 per year plus meals and uniforms laundered, effective May 1, 1943. Mrs. Lyon will replace Edna Baur who will leave for the Navy early in May.

On motion of Mr. Berkey, seconded by Mrs. Masselink, it was voted to approve the appointment of Mrs. Lyon.

Travel

TRAVEL

1. Full expenses for A. B. Love to represent the College and accompany a committee to Washington, D. C., in connection with the program of Japanese labor; and H. A. Cardinell to Arkansas in connection with the same program.
2. First-class railway fare only for G. M. Trout to attend the annual meeting of the American Dry Milk Institute in Chicago on April 14.
3. Full expenses for Dean H. B. Dirks to attend the Mid-West Power Conference in Chicago on April 8.
4. Full expenses for H. B. Dirks to attend the meeting of the Regional Advisors of the E.S.M.W.T. in Washington, D. C., on April 16 and 17; expenses to be paid from E.S.M.W.T. funds.
5. First-class railway fare only for V. G. Grove to attend the meeting of the American Mathematical Society in Chicago on April 23 and 24.
6. Full expenses for V. R. Gardner to attend a meeting of Experiment Station Directors at Peoria, Illinois, on April 28 and 29, and to visit research laboratories in Chicago.
7. First-class railway fare only for C. C. Sigerfoos to attend the convention of the American Foundrymen's Association in St. Louis, Missouri, on April 28-30.
8. Full expenses for George Deyoe to attend the sub-regional conference for Vocational Agriculture in Indianapolis on May 2-4. Mr. Deyoe will drive his car and will be accompanied by Thomas Kerrey, E. A. Lightfoot, and H. P. Sweany whose expenses will be paid direct by the Vocational Board. The College will be reimbursed by the Vocational Board for Mr. Deyoe's expenses.
9. Full expenses for L. H. Geil to attend the annual meeting of the American College Publicity Association in New York City on May 6-8.
10. Full expenses for C. A. Rosenbrook to attend the annual meeting of the Purchasing Association of Colleges in Cleveland, Ohio, on May 5-8.
11. First-class railway fare only for C. C. DeWitt to attend the meeting of the American Institute of Chemical Engineers in New York City on May 9-12.
12. Mileage on one car for E. C. Scheidenhelm and other members of the Dairy Department to attend the meeting of the American Dairy Science Association at Columbia, Missouri, on June 20-26; to be paid from Extension funds.
13. Full expenses for V. R. Gardner to visit the research laboratories of the Philip Morris Tobacco Company in Richmond, Virginia; expenses to be paid from Rackham funds.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve Travel items 1 to 13 inclusive.

14. Full expenses for R. J. Coleman to attend the Fourteenth Institute for Education by Radio at Columbus, Ohio, on April 30 to May 3.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the above travel for Mr. Coleman.

MISCELLANEOUS

1. Report of the death of the following graduates who were in the Armed Forces:
 - a. Lt. Ralph H. Sullivan of the Army Air Corps was killed in an airplane crash near Tonopah, Nevada, on March 27, 1943. He was graduated from the Applied Science Division on March 23, 1938.
 - b. Lt. Comdr. Alvin E. Downer, U. S. N. R., died April 1, 1943, in the hospital at the Grosse Ile Naval Air Base where he was stationed. He was graduated from the Engineering Division on December 7, 1919.
 - c. Captain Herbert E. Chapman, U. S. Army, died April 11, 1943, in a hospital in Lynchburg, Virginia, following an airplane crash. He was graduated from the Applied Science Division on June 14, 1941.
2. Acceptance of a grant of \$425 and approval of a memorandum of agreement with the American College of Dentists covering the continuation of the investigation of Inheritance Factors in Rat Varieties.

Report of deaths former students in military service.

Acceptance of grant Am. College of Dentists

MISCELLANEOUS (continued)

3. Acceptance of a grant of \$600 and approval of a memorandum of agreement with the International Minerals and Chemical Corporation covering research work in connection with the fertilization of tomatoes.
4. Glen Burrows receives \$900 per year for part-time work as an instructor in Mathematics. During the spring term Mr. Burrows will teach full time, and it is recommended that he be paid additionally \$100 per month for three months beginning April 1, 1943.
5. Miss Alice Briant, half-time graduate assistant in Home Economics, is teaching temporarily in the Department of Physics. It is recommended that she be paid an additional \$100 for the spring term 1943.
6. Increase in salary for Lester E. Bell, Assistant Extension Forester, from \$2400 to \$2600 per year, effective April 1, 1943.
7. Increase in salary for Ruford F. Bittner, County Agricultural Agent in Cass County, from \$2300 to \$2600 per year, effective April 1, 1943.
8. Recommendation from the Retirement Committee that W. C. Cribbs, County Agricultural Agent in Ionia County, be retired at a yearly pension of \$1000, effective November 1, 1943. Mr. Cribbs has been employed by the College for 25 years.
9. Increase in salary for William C. Hummel from \$1900 to \$2500 per year, effective April 1, 1943. Mr. Hummel is being transferred temporarily from Instructor in English to Assistant to Mr. Geil in the Publications Department. He is to retain his rank and position in the English Department.
10. C. W. Chamberlain, Professor of Physics (retired) is to teach physics in the Army Air Forces program. He is being paid a retirement allotment of \$1500, and it is recommended that he be paid an additional amount of \$1200 per year for teaching in the Air Forces program, making his total remuneration \$2700, to be effective May 1, 1943, and for the duration of Air Forces teaching.
11. The Army Air Force Training program requires the teaching of certain CAR regulations and also certain medical aid courses. To effectuate this program the following appointments are necessary:
 - a. For the duration of the Air Forces Training program, the appointment of Arthur C. Betz to teach the Civil Air Regulations program at a salary of \$600 per month, effective April 1, 1943.
 - b. For an indefinite period while members of the regular college staff are being trained to take over this work, the following appointments:

Charles T. Bennett	\$120 per month	Bud J. Reutter	\$120 per month
Charles F. Bowles	120 per month	John J. Richards	120 per month
Harold L. Butcher	120 per month	Wilson F. Waters	120 per month
M. D. Collard	120 per month	A. G. Williams	120 per month
Neil C. Hoffmeyer	120 per month	Ward Cameron	120 per month
Herbert E. Kipke	160 per month		

12. Statement from Dr. M. C. Loree in the amount of \$50 for operating on Burl Boring who was injured in varsity wrestling practice.
13. Statement from Shields, Ballard, Jennings & Taber in the amount of \$1033.45 for legal service during January, February, and March 1943.
14. Statement from Shields, Ballard, Jennings & Taber in the amount of \$43.50 for legal service in connection with the Jenison Estate.
15. Approval of a contract with the State Board of Control for Vocational Education covering special work to be continued by B. R. Proulx in conducting hotel and restaurant training on an extension basis. Mr. Proulx' salary is to be continued at \$4000 for three months beginning April 1, 1943. The Vocational Board will reimburse the College in the amount of \$720 toward the salary of Mr. Proulx and 75 percent of his traveling expenses. This contract is to be effective from April 1 to June 30, 1943.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve items 1 to 15.

16. Recommendation from the Administrative Group that the spring band concerts be moved from Wednesday evening to Sunday afternoon.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve item 16.

17. Petition to the State Board of Agriculture for authority to use the Michigan State College Parade Ground on Sunday afternoons for the purpose of conducting model airplane contests.

On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to confirm the previous policy in regard to such matters and deny the petition.

Accept. grant
Int. Minerals
& Chem. Corp.

Mr. Burrows
to be paid
additional
\$100 mo. 3 mos

Alice Briant
paid extra
for spring
term.

Inc. salary
Lester Bell

Inc. Buford
Bittner

W. C. Cribbs
to be retired
Nov. 1, 1943

Inc. salary
Wm. Hummel -
to assist Mr.
Geil - Publ.

C.W. Chamber-
lain to teach
Physics - Army
Air Forces

Approval of
appointments
necessary in
teaching
CAR regula-
tions and also
medical aid
courses in
connection
with Air
Forces Train-
ing program.

Bill Dr. Loree
operation
Burl Boring
Approval bills
Shields,
Ballard, Jen-
nings & Taber

Approval con-
tract with
St. Bd. Con.
Voc. Educ. re:
special work
to be con-
tinued by
B.R. Proulx

Spring band
concerts
moved from
Wed. to Sun.

Request for
use of parade
ground on
Sun. for air-
plane contest
denied.

MISCELLANEOUS (continued)

18. The following appropriations are requested for the use of the College Auditorium during the spring term:

Appropriation of \$950 for uses of Aud.

Movies--Saturday evenings as follows:

April 3, 10, 24; May 8, 15, 22 \$600

Army Air Corps Dance, Saturday, May 1 350
\$950

Approval of investment of Rackham and Jenison funds.

19. The College has on hand \$33,000 of the Rackham funds to be invested, \$8,200 of the Jenison funds.

After general discussion of the amount of money now being carried in various banks it was voted by Mr. Berkey, seconded by Mrs. Masselink, to instruct the Finance Committee to determine the type of Federal bonds for the investment of \$500,000 of college funds for a long term and \$200,000 of cash balances in short term issues. The Finance Committee subsequently met following the Board meeting and approved the purchase of \$200,000 7/8% Treasury Certificates; and \$500,000 of 2% 1950-52 Treasury Bonds.

Low bid on canning plant awarded to Granger Bros.

20. Report that Granger Brothers submitted the low bid on the canning plant and that they are now working on remodeling the Short Course Bunkhouse. The bids were:

Granger Brothers	\$5,980
Reniger Construction Company	7,515
Christman Company	7,483
F. J. Corr and Son	8,360

Report on bid for purchase of Sheline House Cass County

21. Report that one bid was received and accepted for the purchase of the Sheline house on the Newton Farm Located in Volinia Township, Cass County. Mr. Louis E. Fiffe of South Bend, Indiana, offered \$277.50 for the house, and it will be moved from the property by May 1, 1943.

On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to approve items 18, 20 and 21.

Sec. instructed to negotiate with Biebesheimers re: purchase 14 acres.

22. Recommendation from Dean Anthony for the purchase of the Goritz property for \$12,000 if possible. They are asking \$13,500 for the property.

The President suggested that before further commitments were made for additional farm property the Bennett Farm now under option should be paid for and the Biebesheimer and Toolan properties that are needed to complete the college block should be purchased.

Report of Pres. re: financing of Army Air Force Cadets

The Secretary was instructed to negotiate with the Biebesheimers relative to the purchase of 14 acres.

23. The President reported at length on the various negotiations with the various representatives of the army and the details of the financial arrangements tentatively agreed to covering the financing of the 1500 Army Air Force Cadets now on the campus and the 500 soldiers in the Specialized Training Assignment Reclassification Program now arriving on the campus and the fourth year R.O.T.C. men that have now been inducted in the Army and are being quartered on the campus. The President and Secretary were authorized to negotiate the proper contracts.

All members of the Army Enlisted Reserve have been called into the Army including the Junior R.O.T.C. students.

The President reported that there were in prospect additional army training programs including Veterinarians, Pre-Medics, Advanced Engineers and Basic Engineers.

Approval of salary adjustments effective May 1.

24. Recommendation to the Board of salary adjustments to be effective May 1, 1943.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve the salary adjustments as presented. (The complete list of salary adjustments is filed in the records of the Board meeting of today.)

Approval of transfer of several persons from labor payroll to salary payroll.

25. Recommendation that the following persons now carried on the labor payroll be transferred to the salary roll effective July 1, 1943:

<u>UNION DESK</u>	<u>Present salary</u>	<u>Recommended Salary</u>
Davis, Don	\$175.00	\$2280
<u>MIMEOGRAPH</u>		
Sergeant, Muriel E.	120.00	1440
Stockwell, Nathan	150.00	1800
Vandeventer, Karl	150.00	1800
Norris, Mary Ruth	120.00	1440
Pierce, Florence	120.00	1440
Jacobs, Donald E.	100.00	1200
<u>TABULATING DEPARTMENT</u>		
Nowack, Pauline L.	110.00	1440
Doepker, Marjorie	100.00	1440
Davies, Margaret	150.00	2000
<u>COLLEGE BOOK STORE</u>		
Cleveland, L. R.	145.00	1900
Patriarche, Mercer	85.00	1080

25. Recommendation that the following persons now carried on the labor payroll be transferred to the salary roll effective July 1, 1943, continued:

Transfer of several persons from labor payroll to salary payroll.

<u>WELLS HALL (Administrative)</u>	<u>Present Salary</u>	<u>Recommended Salary</u>
Lenton, Lois (half-time)	\$100.00	\$1320.00
<u>GENERAL</u>		
Weissinger, Clella	135.00	1800.00
Ohm, Dorothy	110.00	1440.00
Schaffer, Ernest C.	165.00	1980.00
Hope, Anita	100.00	1440.00
Ruppe, Gloria	100.00	1320.00
McQueary, Margaret	100.00	1320.00
Sanders, Betty	100.00	1320.00
<u>HOME ECONOMICS</u>		
Campbell, Nellie	75.00	1080.00
<u>CENTRAL STENOGRAPHIC</u>		
Blind, Bettie	100.00	1320.00
Krentel, Dorothy	80.00	1320.00
Decker, Phyllis	100.00	1320.00
<u>COMPTROLLER'S OFFICE</u>		
Jeffers, Mildred	110.00	1440.00
Ott, Marion	110.00	1440.00
Schaaf, Virginia	100.00	1440.00
Nus, Phyllis	150.00	1800.00
Winter, Betty	100.00	1440.00
Leathers, Mary A.	105.00	1380.00
Searl, Lawrence	175.00	2100.00
Champion, Audrie	100.00	1440.00
Pelletier, Mary Lou	110.00	1320.00
Tanneyhill, Ruth	150.00	1800.00
Moore, Bernadine	100.00	1440.00
Chapman, L. E.	175.00	2100.00
<u>PURCHASING DEPARTMENT</u>		
Wagner, Blanche C.	115.00	1500.00
Evans, Dorothy J.	110.00	1440.00
<u>CAMPUS POLICE</u>		
Steve, Eleanore	100.00	1320.00
<u>FARM MANAGEMENT (Exp. Sta.)</u>		
Terry, Max Arnold	145.00	1860.00
Frazier, Barbara	95.00	1260.00
Cramer, Virginia	95.00	1260.00
<u>FARM MANAGEMENT (Extension)</u>		
Leak, Annabelle	100.00	1320.00
Begeman, Bernice	95.00	1260.00
Dryer, Mary J.	95.00	1260.00
<u>SMITH-LEVER</u>		
Kaiser, Melita (1/2 time) (An. Path.)	50.00	660.00
Montague, Rosamond		
(1/2 time Dairy)	52.50	1380.00
(1/2 time Home Ec. Ext.)	52.50	
<u>BUILDINGS AND GROUNDS</u>		
<u>Carpenter Shop</u>		
Earl Patterson, Foreman		3000.00
<u>EXTENSION - COUNTY AGENTS</u>		
Helmi, Niemi		1380.00

MISCELLANEOUS, continued:

25. Recommendation that the following persons now carried on the labor payroll be transferred to the salary roll effective July 1, 1943, continued:

Transfer of several persons from labor to salary roll.

<u>STORES</u>	<u>Present Salary</u>	<u>Recommended Salary</u>
Bankert, Beatrice	\$1320	\$1440
VanAtta, Harry	1860	1980
Sheffield, Verne	1320	1800
Otto, Lyons	1560	1800
Graham, B. J.	1680	1800
Molby, Patricia	1200	1320
Flanders, Mabel	1200	1320

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve the above recommendation.

Rec. for nose operation for Harry Gay ref. to Pres.

26. Recommendation from Dr. Holland for a nose operation for Harry M. Gay, student who was injured in boxing, at an estimated cost of \$300.00.

On motion of Mrs. Masselink, seconded by Mr. Berkey, it was voted to refer the above recommendation to the President with power to act.

Chi Yang Keh granted scholarship summer term.

27. Recommendation from Professor L. C. Plant, Chairman of the Scholarship Committee, that Chi Yang Keh be granted a scholarship for the summer quarter amounting to a waiver of fees.

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

Justice Murphy to be invited to address students at convocation.

28. Communication from Norman H. Hill, Secretary to Justice Frank Murphy, relative to a visit to Michigan State College by Justice Murphy.

On motion of Mr. McPherson, seconded by Mrs. Masselink, it was voted To instruct the President to invite Justice Murphy to address the student body at a day-time convocation sometime during the latter part of May.

Concert and lecture series to be combined.

29. The President discussed with the Board the suggestion that the Concert Series and Lecture Series be combined for the duration of the war. The Board indicated its approval of the suggestion.

Report of death of H.T. Dunbar

30. The President reported the death of Mr. H. T. Dunbar, the original donor of the Dunbar Station property. Mr. Dunbar had retained for his use a tract in the center of the property including 1320 feet of frontage on the St. Mary's River. He had assured the College representatives and the members of the State Board of Agriculture that this property would be deeded to the College. It has been indicated that this has not been accomplished and the estate has inquired as to the possibility of the sale of this property. The estate has been notified of the verbal understanding with Mr. Dunbar and the request has been made that the property be deeded to the College without cost. If this is not accomplished, it will be necessary for the College to purchase this property.

Report of war-time emergency course for training farm women

31. The Board was informed that a war-time emergency course for training farm women to do farm work will be inaugurated with the cost of the housing and maintenance of the women paid for by the Kellogg Foundation.

College to move clocks forward to conform to time of Lansing and E.L.

32. The cities of Lansing and East Lansing have moved their clocks forward one hour to Eastern War Time effective Monday, April 12th. By action of the Faculty the College schedules were advanced one hour on the same day but the College clocks remained on Central War Time pending the meeting of the Board.

After some discussion, it was moved by Mr. Akers that the college clocks and schedules be changed to conform to the time schedules of Lansing and East Lansing. Seconded by Mr. Berkey. Motion carried. Mr. McPherson wished to be recorded as voting "No" on this item.

All instructors and teachers on army program to have one month's vacation.

33. Recommendation from the President that a policy be established for the duration of the war that all instructors and teachers on the army program be given one month's vacation and that all teachers on army or summer school program be paid for their summer teaching 25% of their annual salary with a minimum of \$500.00 and a maximum of \$1000. Teachers teaching in the 6-weeks summer school are to be paid at the rate of 12½% of their annual salary for a full teaching schedule with a minimum of \$250 and a maximum of \$500.00.

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

Approval changes in title effective May 1, 1943

34. The following changes in titles for staff members are recommended:

<u>Department</u>	<u>Present Title</u>	<u>Recommended Title</u>
<u>Animal Husbandry</u>		
E. L. Benton	Extension Assistant	Extension Associate
<u>Agricultural Engineering</u>		
W. H. Sheldon	Instructor	Assistant Professor
D. E. Wiant	Assistant Professor	Associate Professor and Research Assistant

MISCELLANEOUS, continued

34. The following changes in titles for staff members are recommended:

<u>Department</u>	<u>Present Title</u>	<u>Recommended Title</u>	Approval of Changes in title
<u>Chemistry Experiment Station</u>			
E. L. Benne	Research Assistant	Research Associate	
C. W. Duncan	Research Assistant	Research Associate	
<u>Forestry</u>			
P. W. Robbins	Assistant Professor	Associate Professor	
<u>Drawing and Design</u>			
S. S. Radford	Instructor	Assistant Professor	
<u>Mechanical Engineering</u>			
L. C. Price	Associate Professor	Professor	
C. H. Pesterfield	Assistant Professor	Associate Professor	
Stanley Gralak	Instructor	Assistant Professor	
<u>Botany</u>			
J. H. Muncie	Research Associate	Research Professor	
Ray Nelson	Research Associate	Research Professor	
B. H. Grigsby	Instructor	Assistant Professor	
<u>Chemistry</u>			
T. L. Canniff	Instructor	Assistant Professor	
R. J. Davis	Instructor	Assistant Professor	
<u>Physiology</u>			
Joseph Sykes	Assistant Professor and Research Assistant	Associate Professor and Research Associate	
<u>Zoology</u>			
Chester A. Lawson	Instructor	Assistant Professor	
Peter I. Tack	Instructor	Assistant Professor and Research Assistant	
<u>English</u>			
R. P. Adams	Instructor	Assistant Professor	
Lawrence Babb	Instructor	Assistant Professor	
E. P. Lawrence	Instructor	Assistant Professor	
R. B. Nye	Instructor	Assistant Professor	
A. L. Williams	Instructor	Assistant Professor	
<u>History</u>			
H. L. Leonhardt	Instructor	Assistant Professor	
J. B. Harrison	Instructor	Assistant Professor	
<u>Mathematics</u>			
B. M. Stewart	Instructor	Assistant Professor	
C. P. Wells	Instructor	Assistant Professor	
John Zimmer	Instructor	Assistant Professor	
<u>Language</u>			
Stuart Gallacher	Instructor	Assistant Professor	
<u>Sociology</u>			
Duane Gibson	Instructor and Research Assistant	Assistant Professor and Research Assistant	

MISCELLANEOUS, continued

34. The following changes in titles for staff members are recommended (continued):

Approval of
changes in
title

<u>Department</u>	<u>Present Title</u>	<u>Recommended Title</u>
<u>Bacteriology</u>		
Philip Hawkins	Instructor	Assistant Professor and Research Assistant
<u>Anatomy</u>		
Floyd Young	Assistant Professor	Associate Professor
E. E. Visger	Instructor	Assistant Professor
<u>Animal Pathology</u>		
C. F. Clark	Assistant Professor	Associate Professor and Research Associate
<u>Foods and Nutrition</u>		
Helen Baeder	Instructor	Assistant Professor
<u>Home Management and Child Development</u>		
Evelyn Zwemer	Instructor and Assistant	Assistant Professor and Research Assistant
<u>Institution Administration</u>		
Kathryn Heiserman	Assistant	Instructor
<u>Textiles, Clothing and Related Arts</u>		
Evelyn Mansfield	Instructor	Assistant Professor

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve the changes in title effective May 1, 1943.

The Board meeting adjourned at 2:30 P.M.

John A. Hannah
President

Karl H. McDonel
Secretary