

MINUTES OF THE MEETING
OF THE
STATE BOARD OF AGRICULTURE
May 21, 1942

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

Absent: Dr. Elliott

The meeting was called to order at 10:05 A.M.

The minutes of the previous meeting were approved.

RESIGNATIONS

1. Resignation of Cleotah Burns (now Mrs. Daryl Minnis) as stenographer in the Boys' and Girls' Club Office, effective May 31, 1942. Resignations
2. Resignation of Cathryn Bertram as stenographer in Bacteriology, effective May 31, 1942. Miss Bertram has accepted a position with the Kold-Hold Company in Lansing.
3. Resignation of Marilyn Myers as stenographer in Horticulture, effective April 30, 1942. Miss Myers has accepted a position in Lansing.
4. Resignation of Ellen Kangas as stenographer in Physiology and Pharmacology and in Geography and Geology, effective May 31, 1942. Miss Kangas has accepted a position with the Federal Selective Service in Lansing.
5. Resignation of Elizabeth Stubbs as stenographer in the Military Department, effective April 30, 1942. Miss Stubbs has accepted a position in Lansing.
6. Resignation of Elsbeth Farrington as stenographer in Education, effective July 15, 1942. Miss Farrington plans to enter the teaching profession.
7. Resignation of Marjorie Vivian as First Assistant Cataloger in the Library, effective April 30, 1942. Miss Vivian has accepted a position at the University of Illinois.
8. Resignation of Orval C. Himebaugh as draftsman in Agricultural Engineering, effective as of March 31, 1942. Mr. Himebaugh has accepted a position in one of the defense industries in Lansing.
9. Cancellation of the appointment of Mrs. Esther Stulberg who was appointed as part-time assistant in Home Economics on a temporary basis. Mrs. Stulberg has found it impossible to be released from her present work.
10. Resignation of Eva Myrle Johnson as Assistant in Institution Administration, effective April 30, 1942. Miss Johnson has accepted a position with the Navy.
11. Resignation of Evelyn Bergstrand as Assistant Professor of Home Management and Child Development, effective August 31, 1942. Miss Bergstrand has accepted a position as Dean of Home Economics at the University of Connecticut.
12. Resignation of Kenneth S. MacPherson as Instructor in Civil Engineering, effective April 30, 1942. Mr. MacPherson has enlisted in the Army.
13. Resignation of William G. Erwin as Instructor in Zoology, effective August 31, 1942. Mr. Erwin has accepted a position as Head of the Department of Biology at Henderson State Teachers College in Arkansas.
14. Resignation of George W. Johnston as Instructor in Chemistry, effective May 31, 1942. Mr. Johnston is leaving for active duty in the Sanitary Corps of the Army.
15. Resignation of L. D. Barnhart as Assistant Professor of Speech and Radio Assistant, effective August 31, 1942. Mr. Barnhart's resignation was previously accepted as of July 31.
16. Resignation of William G. Keck as Assistant Professor of Physics, effective April 15, 1942. Mr. Keck will work with the Naval Ordnance Laboratory.
17. Resignations of the following graduate assistants:
 - Earl Horner in Farm Crops, effective May 31, 1942; entering military service.
 - Clare H. Bennett in Zoology, effective April 30, 1942; accepted a position in the Natural Science Department of Northern Michigan College of Education.
 - Perc A. Reeve in Farm Crops, effective April 15, 1942; accepted a position with the Farmers' and Manufacturers' Beet Sugar Association.
 - Keith Leasure in Farm Crops, effective April 30, 1942; entering military service.

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

LEAVES

LEAVES

1. Continuation of leave of absence for one year without pay for Kathleen Cutlar, Assistant to the Manager of the Union Food Service, effective September 1, 1942. Miss Cutlar is studying at Cornell University.
2. Leave of absence with pay for Emily Parker, Home Demonstration Agent in Menominee County, for the period from June 11 to July 25, 1942. Miss Parker will complete her graduate work, and this action is in accordance with an agreement with her when she was employed.
3. Continuation of leave of absence without pay for one year for Paul Barrett, Extension Specialist in Soil Conservation, effective July 1, 1942. Mr. Barrett is employed by the Bureau of Agricultural Economics.
4. Report of grant of leave without pay for five months for Mrs. Ada Kitchen, employee in one of the Women's Residence Halls, effective April 1, 1942. Mrs. Kitchen requested this leave to care for her sick father.
5. Leave of absence for one year without pay for Dr. H. A. Beth, Associate Professor of Mathematics, effective July 1, 1942. Dr. Beth has been working with the National Research Council.
6. The following employees have been called for military service, and one year's leave without pay is recommended:
 - a. Howard N. Miller, Assistant in Botany, effective May 31, 1942.
 - b. Byron H. Good, Instructor in Animal Husbandry, effective May 31, 1942.
 - c. John C. Doneth, Extension Assistant in Farm Management, effective April 30, 1942.
 - d. C. E. Hurd, Assistant Professor of Mathematics, effective May 31, 1942.
 - e. Malcolm J. Williams, Instructor in Education, effective September 1, 1942.
7. The following military leaves will expire before September 1, 1942, and it is recommended that all of them be extended for one year, or through August 31, 1943:

Robert Angel	Accounting	W. J. McFarland, Jr.	Civil Engr.
Harry Beeby	Accounting	Ray McGlaughlin	Bldgs. & Gds.
John Blakeslee	Radio	L. W. Mabbott	Civil Engr.
Charles Branz	Accounting	Carl H. Moore	Boys and Girls Clubs
C. M. Cade	Civil Engr.	J. A. Person	Art
W. L. Cockrell	Mech. Engr.	Dale Pettengill	Bldgs. & Gds.
Alonzo Cohen	Mathematics	Laurence Pulver	Bldgs. & Gds.
M. G. Frakes	Farm Crops	Paul Rumpsa	Accounting
Oren Frost	Mimeograph	E. H. Shotwell	Chem. Engr.
Paul Gray	Elec. Engr.	Howard Taylor	Wells Hall
Curnel Hampton	Speech	George Thomas	Accounting
Ray Harrison	Geology	Linn Towsley	Radio
Alton Kircher	Phys. Ed. for Men	R. G. Turner	Speech
A. H. Leigh	Civil Engr.	Vincent Vanderburg	Engineer
W. J. LOhr	Farm Management	Howard Zindel	Boys and Girls Clubs

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

Appointments

APPOINTMENTS

1. Appointment of Miss Barbara Allen as stenographer in the Department of Horticulture at a salary of \$1200 per year, effective May 1, 1942. Miss Allen will replace Marilyn Myers (salary \$1200) who has resigned. Her salary is to be paid one-half from College and one-half from Experiment Station funds.
2. Appointment of Miss Estella M. Kamps as Assistant in Research in the Chemistry Experiment Station at a salary of \$1600 per year on a permanent 12-month basis, effective June 1, 1942. Miss Kamps will replace John R. Lewis (salary \$1400) who has resigned.
3. Appointment of Arthur H. Haist as Extension Specialist in Farm Management at a salary of \$2400 per year for one year only, effective June 15, 1942. Mr. Haist will replace John Doneth (salary \$2700) who is on military leave.
4. Continuation of the appointment of Harold Sparks as District Club Agent for one year only, effective July 1, 1942. Mr. Sparks replaces Carl H. Moore who is on military leave.
5. Appointment of Miss Frances Wilson as Home Demonstration Agent in Washtenaw County at a salary of \$1900 per year on a permanent 12-month basis, effective July 1, 1942. Miss Wilson will replace Ardis Nugent (salary \$1800) who has resigned.
6. Appointment of Frank J. Molinare as County Agricultural Agent in Dickinson County at a salary of \$2100 per year on a permanent 12-month basis, effective June 1, 1942. Mr. Molinare will replace A. J. Lonsdorf whose salary was \$3200.
7. Transfer of Robert J. Laser from 4-H Club Agent in Lenawee County at \$2200 per year to Assistant State Club Leader at a salary of \$2600 per year, effective for one year only beginning July 1, 1942. Mr. Laser will replace Nevels Pearson who is on military leave.
8. Appointment of Miss Julia C. Gillesse as stenographer in the Military Department at a salary of \$1200 per year, effective May 1, 1942. Miss Gillesse replaces Elizabeth Stubbs (salary \$1200) who has resigned.
9. Appointment of Miss Josephine Sachtjen as First Assistant Cataloger at the Library at salary of \$1800 per year on a permanent 12-month basis, effective July 1, 1942. Miss Sachtjen will replace Miss Marjorie Vivian (salary \$1900) who has resigned.

APPOINTMENTS, continued

10. Appointment of Miss Caroline J. Davidson as stenographer in the Summer School and Orientation Appointments Office at a salary of \$1200 per year, effective June 1, 1942. This is a new position.
11. Appointment of Harry E. Nesman as special instructor in Education for the period from June 23 to July 10 of the Summer Session. Mr. Nesman's salary is to be paid direct by the State Board of Control for Vocational Education.
12. Appointment of Kate V. Wofford as Director of the Workshop in Education at a salary of \$200 for the period from August 10 to August 21, 1942, of the Summer Session. Miss Wofford is Head of the Commissioner's Workshop in the State Teachers College of Buffalo, New York.
13. Appointment of John Marsh as a teacher of Portuguese during the Summer Session at a salary of \$500 for the period from June 23 to September 4, 1942. Mr. Marsh is highly recommended by the University of Wisconsin for this work. He will not be paid for the second session unless a class develops.
14. Appointment of Mrs. Rebecca Robinson as stenographer in the Office of the Dean of Women at a salary of \$1200 per year on a permanent 12-month basis, effective May 4, 1942. This position has formerly been paid from the labor payroll.
15. Appointment of Dr. Karel Hujor as Instructor in Physics at a salary of \$225 per month for the months of May and June 1942. Mr. Hujor will replace W. K. Keck who has resigned.
16. Reappointment for one year only of Miss Ruth Wyman as Instructor in Institution Administration effective September 1, 1942.
17. Reappointment for one year only of the following staff members in Textiles, Clothing, and Related Arts, effective September 1, 1942:
- Miss Ruth Clayton, Instructor
Miss Alice Brinton, Instructor
Miss Jane Brackett, Instructor
Miss Mary Heitsch, Assistant Professor
18. Reappointment for one year only of the following staff members in Foods and Nutrition, effective September 1, 1942:
- Miss Ruth Daum, Instructor
Miss Alice Towson, Instructor
Miss Faye Kinder, Instructor
19. Reappointment for one year only of Miss Elsie Gabel as Instructor in Home Management and Child Development, effective September 1, 1942.
20. Appointment of Miss Dorothy M. Greey as Instructor in Home Management and Child Development at a salary of \$2000 per year plus room, effective for one year only beginning September 1, 1942. Miss Greey will replace Miss Bergstrand (salary \$2500) who has resigned.
21. Appointment of Miss Cornelia A. Tomes as Assistant Professor in Education at a salary of \$3000 per year on a permanent 9-month basis, effective September 1, 1942. This is a new position. Miss Tomes' work will be in the new elementary education program.
22. Appointment of Miss Barbara Hanna as part-time stenographer in the Foreign Language Department at a salary of \$720 per year, effective July 1, 1942. This is a position formerly filled by student help.
23. Appointment of Mrs. Carlotta Best as stenographer in Education at a salary of \$1200 per year, effective July 1, 1942. Mrs. Best will replace Miss Farrington (salary \$1200) who has resigned.
24. Reappointment for one year only of Elvis R. Doll as Assistant in Pathology at the same salary of \$1200 per year, effective September 1, 1942.
25. Reappointment for one year only of Jess W. Smith as part-time assistant in Pathology at a salary of \$600 per year, effective September 1, 1942.
26. Graduate assistanship appointment recommendations for 1942-43:
- Animal Pathology - Ernest Starr Feenstra, half-time fills vacancy which has not been filled since 1938-39.
- Bacteriology - Sylvia Laine, quarter-time, to replace Mary Blanchard.
- Betty Bullard, quarter-time to replace Jane Redder.
- Botany - Reappointment of G. Richard Culp, John N. Moore, Richard S. Hauser, and John M. Robert as half-time graduate Assistants.

1814 APPOINTMENTS, continued

- Appointments 26. Graduate assistantship appointment recommendations for 1942-43, continued:
- | | | |
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| Chemistry | - | Charles O. Bostwick, half-time, to replace Frank S. Voss |
| | - | Neil B. Cartwright, half-time to replace Harold J. Wiesner |
| | - | Lawrence V. Hanks, half-time, Robert M. Kindle. |
| | - | Robert Hanzol, half-time, to replace Donald R. Beasocker |
| | - | Donald E. Metcalf, half-time to replace Arnold C. Ott |
| | - | Lorraine Rauls, half-time, to replace C. R. Hardt. |
| | - | Reappointment of Charles Humiston, half-time |
| Dairy Husbandry | - | Glen Marsh, half-time, to replace Fay C. Ewbank. |
| Foods and Nutrition | - | Reappointment of Doretta Schlaphoff, half-time |
| Geology and
Geography | - | Robert R. Hartson, half-time, to replace James E. Dymond |
| | - | LeRoy E. Lyon, half-time, to replace George W. Smith |
| | - | John C. Richards, half-time, to replace Henry Faul. |
| | - | Shirley Marie Zimmerman, half-time to replace Ben R. Howard, Jr. |
| Home Economics | - | Reappointment of Alice Briant, half-time on Purnell funds. |
| Home Management and
Child Development | - | Dorothy Werth, half-time to replace Virginia Ward |
| | - | Reappointment of Carrie McLain, half-time |
| Mathematics | - | Reappointment of Arthur Moeller, half-time |
| Physics | - | Reappointment of William E. Cerbridge, half-time |
27. Appointment of William R. Taylor as half-time graduate assistant in Soils for the year 1942-43 at a salary of \$600 per year to be paid from the Boron Research funds. Mr. Taylor replaces Gilbert R. Muhr.
28. Appointment of Jacob M. Hage as half-time graduate assistant in Chemistry for 1942-43. Mr. Hage will partially replace G. W. Johnston, Instructor, who has resigned.
29. Continuation of Miss Ruth Hill as Graduate Scholar in Chemistry for 1942-43.
30. Appointment of Edwin James to a graduate scholarship in Farm Crops for 1942-43.
- On motion of Mrs. Masselink, seconded by Mr. Akers, it was voted to approve the Appointments.

TRAVEL

- Travel
1. Full expenses of \$33.32 for Dean L. C. Emmons to attend the meeting of the American Council on Education in Chicago on May 1 and 2.
 2. Full expenses for J. M. DeHaan to attend the annual meeting of the Midwestern Psychological Association in St. Louis, Missouri, on May 1 and 2. Dr. DeHaan is looking for teachers for the department.
 3. Full expenses for B. D. Kuhn, R. V. Gunn, Edna V. Smith, E. B. Swingle, and R. J. Baldwin to attend a four-state Extension Conference at Fort Wayne, Indiana, on May 8. This was a called meeting to discuss methods of conducting education efforts on control of cost of living through neighborhood groups of the local leader system.
 4. Full expenses for C. C. DeWitt to attend the meeting of the American Society of Chemical Engineers in Boston on May 11-13. Professor DeWitt is looking for teachers for the Department.
 5. Full expenses of \$46.50 for Albert Kawal to attend the Western Conference in Chicago and to interview prospective students on May 12-15.
 6. Full expenses of \$35.18 for C. W. Bachman and \$42.15 for R. H. Young to attend the Western Conference meetings at Evanston, Great Lakes, and Fort Sheridan on May 12-15.
 7. Full expenses for Dean R. C. Huston to attend the annual meeting of the American Institute of Chemists at Atlantic City, New Jersey, on May 16.
 8. Full expenses for A. B. Love to attend a meeting of the National Committee on Farm Production Supplies in Chicago on May 12 and 13.
 9. Full expenses for Don Stark to attend a meeting called by the Office of Defense Transportation in relation to conservation of rubber in truck transportation in Chicago on May 19.
 10. Full expenses for George Amundsen to go to Washington, D. C., on May 19-22, in connection with the procurement of priority ratings and allotments for electrical equipment especially necessary for farm use.
 11. Full expenses for R. E. Marshall to attend a meeting in Philadelphia in connection with research work in the matter of apple juices. The conference will be held during the first part of June.
 12. Full expenses for J. M. Moore and O. E. Shear to attend a National Poultry Improvement Plan Conference in Chicago on June 10-12 to be paid from Extension funds.
 13. Full expenses for Verne Freeman to attend the Poland China Swine Type Conference at the University of Illinois on June 15 and 16. Mr. Freeman is trying to locate two suitable herd boars for the college herd.

TRAVEL, continued

14. First-class railroad fare only for L.G. Miller and C. H. Pesterfield to attend the annual meeting of the American Society of Heating and Ventilating Engineers in St. Paul, Minnesota, on June 15-17.
15. Full expenses for Dean H. B. Dirks to attend the annual meeting of the Society for the Promotion of Engineering Education in New York City on June 27-29.
16. Railway coach fare only for J. E. Towne to attend the annual conference of the American Library Association in Milwaukee on June 22 and 23, and the Institute of Librarians in Service at the University of Chicago during the week of July 5.

Travel

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve travel requests.

MISCELLANEOUS

1. Report of the death of A. J. Lonsdorf on March 4, 1942. Mr. Lonsdorf was County Agricultural Agent in Dickinson County.
2. Report of the death of Oren L. Snow on April 24, 1942. Mr. Snow was Associate Professor of Physics.
3. Report of the death of George Edward Levagood of the Class of 1939 in Engineering. He was killed in action in the Philippine Islands on April 13, 1942.
4. Approval of granting degrees to those students who will have completed the requirements for graduation according to the Registrar's records at the close of the spring term of 1942. See beginning page 1827.
5. Report of the death of Henry Haigh, Honorary Life President of the M.S.C. Alumni Association on May 16, 1942.
6. Recommendation from the Committee on Honorary degrees that the following honorary degrees be awarded at Commencement on June 13:
 - a. Doctor of Science to Dr. C. C. Young of the Department of Health Laboratories, Lansing. (Clifford Caudy Young, was born in Kansas. His collegiate training was in Lehigh University and the University of Kansas. He graduated from the latter in 1908 and became director of the Kansas State Water Survey. He received his M.S. degree in 1909 and his Ph.D. in 1912 in the same institution. He studied Sanitary Engineering at Massachusetts Institute of Technology, jointly with Harvard University. During 1912 until the entry of this country into World War I he continued his work in the State Water Survey and taught Sanitary Chemistry and Bacteriology at his Alma Mater. After two years in the Army in the Sanitary Corps, he was appointed director of the Bureau of Laboratories of the Michigan Department of Health. In 1924 he received the degree of Doctor of Public Health at the University of Michigan. During 1931-1938 he spent part of his time as Professor of Preventive Medicine and Public Health at Wayne University. Under his direction the Laboratories of the Michigan Department of Health have been built up to a high degree of excellence and service.)
 - b. Doctor of Agriculture to Harry J. Eustace of San Francisco. (Harry Joshua Eustace was a native of Rochester, New York. He graduated from Michigan Agricultural College (as it was then called) in 1901 and was appointed a student assistant in Botany for a short period. He then entered the Graduate School of Cornell University, studying Plant Pathology especially. 1906-1908 with U. S. Department of Agriculture, Washington, D. C., pursuing investigations of fruit storage and transportation. 1908-1919 was Professor of Horticulture at the Michigan Agricultural College. During part of this period was Vice-Director of the Experiment Station. 1915-1916, through special arrangement with the U. S. Department of Agriculture, visited various Horticultural regions throughout the United States. 1917-1918, Assistant Manager of the Perishable Food Division, U. S. Food Administration, under Herbert C. Hoover. 1919-1930 - Pacific Coast Manager, San Francisco, California Curtis Publishing Company. 1930-1931 - State Market Director, California Department of Agriculture. 1934 - Manager Northwestern Tree Fruit Agreement. 1936 to date - Agricultural Trade Relations, Inc., (affiliate of Safeway Stores) carrying on public relations and research work. Vice President of the above since 1937.)

Death of
A.J. LonsdorfDeath of
Oren L. SnowDeath of
Geo. Edw.
LevagoodDegrees end
of Spring
term.Death of
Henry HaighHonorary
Degrees
awarded to
Dr. C.C. Young
and
Harry J.
Eustace.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve item 6.

7. Acceptance of a check of \$100 from an anonymous donor for the purchase of equipment in the Engineering Division.
8. It is proposed to undertake a joint research project with the Veterinary Division to cost a total of \$1000; \$500 to be accepted from the Difco Laboratories of Detroit and \$500 from our Central Brucella Laboratories. Mr. Thomas C. Robey is to be hired to conduct this research and paid the salary of \$1000 in twelve monthly installments.

Acceptance of
\$100 for pur-
chase of
equipment in
Engr.Approval joint
res. project
Vet Div &
Difco Labora-
tories.

MISCELLANEOUS, continued

- Continuation agreement Kellogg Company. 9. Approval of the continuation of the agreement with the Kellogg Company in connection with investigations on dog rations with the provision that the investigation, if not completed by January 1, 1943, will be discontinued unless otherwise indicated in writing.
- Report of changes in Mil. Dept. 10. Report that Lt. Col. O. L. Davidson, Lt. Col. Morris H. Marcus, 1st Lt. John B. Clark and 1st Lt. John R. Hamann have been transferred by the War Department from the College. Also that Lt. Col. Roy T. Rouse, Lt. Col. Joseph I. Lambert and Capt. Andrew N. Hoover have been assigned to Michigan State College.
- Change of Date of Arthur Markle's appt. 11. Change in effective date of the appointment of Arthur D. Markle from April 20 to May 1, 1942. Mr. Markle was in an automobile accident and did not report until the 1st of May.
- H.L. Womochel placed on half time basis. 12. Recommendation from Dean Dirks that H. L. Womochel be placed on a half-time basis, effective May 1, in order that he may be employed by the Oldsmobile Company the balance of the time.
- Sal. of L. Palmatier pd $\frac{1}{2}$ Col. $\frac{1}{2}$ Ext. 13. Report of an error in the appointment of Lucille Palmatier. Miss Palmatier's salary is to be paid half from College funds and half from Extension funds.
- Increase Sal. Dorothy Crakes 14. Recommendation from Dean Anthony for an increase in salary for Miss Dorothy Crakes, stenographer in Soils, from \$1200 to \$1260 per year, effective June 1, 1942.
- Add. \$75 mo. approved for Robert Spence. 15. Recommendation from Dean Huston for an additional payment of \$75 per month for two months to Robert D. Spence for extra work carried because of the death of O. L. Snow. Mr. Spence is a graduate assistant.
- Several Chemistry staff pd. \$75.extra 16. Recommendation from Dean Huston that Carl W. Carlson, Russell J. Davis, Wilford C. Lewis, and Berwyn M. Robinson be paid an additional \$75 each for extra work because of the resignation of G. W. Johnston.
- \$72 to Nicholas Blinoff & \$75 Bertram Haigh. 17. Report of payment of \$72 to Nicholas Blinoff for additional violin lessons and \$75 to Bertram Haigh for additional cornet lessons given to college students. The additional fees paid by the students provide funds for this compensation.
- \$18.75 pd. Clare Smith for time lost. 18. Report of authorization of the payment of \$18.75 to Clare Smith as compensation for time lost because of an injury received while working.
- App. hernia op for Herbert Thompson. 19. Request for authorization for a hernia operation for Herbert J. Thompson who was injured while wrestling. The estimated cost is \$50.
- Nose operation for Harvey Trombley 20. Request for authorization for a nose operation at an estimated cost of \$50 for Harvey Trombley who was injured in a boxing contest.
- Approval of following re-retirements: 21. The Retirement Committee makes the following recommendations:
- Chrystal Colvin
- That Miss Chrystal Colvin, Clerk in the Physics Department, be placed on retirement effective as of July 1, 1942, at a service pension of \$40 per month. (Miss Colvin was born October 11, 1885 and has been employed since September 1, 1915).
 - That Mr. William Clink, Superintendent of the Creamery, who has been in ill health for some time, be granted retirement disability, effective July 1, 1942, at the minimum rate of \$40 per month. (Mr. Clink was born February 5, 1899, and has been employed by the College since 1916.)
 - That Mr. H. H. Musselman, Professor and Head of the Department of Agricultural Engineering, be retired September 1, 1942 at a pension of \$1480 per year. (Mr. Musselman was born September 13, 1880, and has been employed by the College since September 1, 1909).
 - That Miss Winifred Gettemy, Associate Professor of Textiles, Clothing and Related Arts, be retired effective September 1, 1942, at a pension of \$762 per year. (Miss Gettemy has been in ill health for some time and is at present on leave and probably will be unable to resume her duties. She was born August 30, 1878, and has been employed by the College since September 1, 1918).
 - That because of the great scarcity of teachers of engineering, the retirement of Professor W. E. Reuling of the Department of Mechanical Engineering, be held in abeyance for one more year. (The State Board of Agriculture at its meeting February 19 approved the recommendation of the Retirement Committee that Mr. Reuling be retired September 1, 1942.)
- H.H. Musselman
- Winifred Gettemy
- Mr. Reuling to be retained for one more year.
- On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to approve item 21.
- Arrangement Reg. Poultry Lab. re: sal. Dr. Stafseth discontinued. 22. Report that the cooperative arrangement with the Regional Poultry Research Laboratory in connection with the time and salary of Dr. Stafseth is to be discontinued, effective July 1, 1942.
- Arrangement with Dr. Beth discontinued. 23. Recommendation that the cooperative arrangement in the payment of the salary of Dr. R. A. Beth with the National Research Council be discontinued, effective July 1, 1942.
- Fund \$1000 for purchase of Lab. materials for Gen. Sci. course - ele. curriculum. 24. Recommendation from Dean Dye that \$1400 be set aside to pay part of the salary of two members of the staff of Institution Administration who will be employed part time by the dormitories and part time by the College.
- Trans. of \$300 to maintenance fund of H.E. 25. Request from Dean Emmons for a special fund of \$1000 for the purchase of laboratory materials for the new General Science course in the elementary curriculum.
26. Transfer of the \$300 which was authorized and not used for the salary of Mrs. Stulberg to the maintenance fund of the Home Economics Section to be used for hiring labor by the hour or week.

MISCELLANEOUS, continued

27. Recommendation from Dean Huston that for 1942-43 George W. Johnston, instructor in Chemistry, be replaced by two graduate assistants.

Geo. Johnson to be replaced by 2 grad. assts.

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

Establishment Signal Corps Unit M.S.C.

28. Recommendation from the Faculty for the establishment of a Signal Corps Unit at Michigan State College.

Grad. scholarships for exceptional students from recognized inst. made available for Cert. Social Work

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve item 28.

29. Recommendation from the Faculty that Graduate Scholarships for exceptional students from recognized institutions be made available to candidates for the Certificate in Social Work as they are now available for candidates for the Master's degree.

Subsc. State News required of all students at rate of 50¢ term & 25 ¢ S.S.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve item 29.

30. Recommendation that subscription for the State News be required of all students at the rate of 50 cents per term and 25 cents for each summer session.

Appt. W.A. Davenport Commander Defense Forces Discharge into Sewage Disposal plant changed to 50%-50% basis

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

31. Recommendation that W. A. Davenport be appointed Commander of Defense Forces to work with the Civilian Defense Forces for East Lansing and the College.

Discharge into Sewage Disposal plant changed to 50%-50% basis

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

32. Request from the City of East Lansing that the cost of the discharge into the Sewage Disposal Plant be changed from a 40%-60% basis to a 50%-50% basis.

Approval war-time policy for distribution free bulletins

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to instruct the Secretary, with proper legal help, to negotiate with the City of East Lansing a contract covering the operation of the Sewage Disposal Plant with the understanding that the payment for the next fiscal year be on a 50%-50% basis and the contract be subject to review so far as the percentage of payment is concerned at the end of each year, with the understanding that the rate for the ensuing year be based upon the percentage used by the contracting parties during the preceding year.

33. Approval of a war-time policy as follows for distribution of free bulletins designed to reduce our costs for their publication:

Bulletins of the Experiment Station Circular, Extension and 4-H Club series (not to exceed ten in number to any one address) will be sent free of charge to individuals in Michigan upon specific request. Other bulletins will be supplied upon receipt of an amount indicated by the prices in the list which approximately cover printing costs only.

Policy re: staff members acting as secretary for outside associations reaffirmed.

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

34. Review of policy relative to staff members acting as secretary for outside associations.

Oldsmobile requests that men attending gunnery school be housed in Short Cse. Barracks. Approval of agreement.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to reaffirm the policy of the Board discouraging staff members from acting as Secretaries for outside associations.

35. Consideration of the request from the Oldsmobile Company and the various military forces having men attending the gunnery school at Oldsmobile to house 100 enlisted men in the Short Course Barracks for a period of four weeks beginning June 13th.

Clever Farm to be purchased if not Patton Farm

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve the above request to have approximately 100 enlisted men housed in the Short Course Barracks for a period of four weeks beginning June 13th at a rental rate of \$1.00 per week per man. Bed clothing and towels are to be provided by the College at the inventory cost, chargeable to Oldsmobile on issue.

36. Recommendation that if it is impossible to complete negotiations for the purchase of the Patton Farm, previously authorized, by July 1, the Clever Farm be purchased and paid for out of the present allotment for farm purchase instead of the Patton Farm.

Purchase of Goritz Farm authorized for not more than \$10,000

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

37. Recommendation that \$5000 from Farm and Horse Fund (Revolving) be used to negotiate the purchase of the Goritz Farm of 80 acres and the purchase of this farm is authorized at a price subject to negotiation but not in excess of \$10,000.

Car mileage increased to 5¢ per mile.

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

38. Consideration of increasing car mileage from four cents to five cents per mile.

Car mileage increased to 5¢ per mile.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve increasing the car mileage on private cars to five cents per mile, effective as of today.

MISCELLANEOUS, continued

Appointment
E.G. McKibben
approved.

39. Appointment of Mr. E. G. McKibben as Professor and Head of the Department of Agricultural Engineering, effective July 1, 1942, succeeding Professor H. H. Musselman whose retirement will be effective this summer, - the details of the salary to be left to the President with power to act.

Approval addi-
tional sten.
for Mil. for
duration of
war.

- On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the above recommendation.
40. Recommendation from Colonel McLeod for an additional stenographer for the Military Department for the duration of the war, effective immediately.
- On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve the above recommendation.

College de-
posit in a
Lansing bank
to be spread
among 4 banks.

41. Mr. Wilkins reported to the Board that the College had a large deposit in a Lansing bank and asked the opinion of the Board as to spreading this amount among several different banks.
- On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to instruct Mr. Wilkins to establish accounts of \$100,000 each at the Old Kent Bank in Grand Rapids, and at three banks in Detroit as follows: National Bank of Detroit, Manufacturers National Bank of Detroit and The Detroit Bank.

Services of
Dr. Bergquist
loaned to
State Tax
Commission for
vacation
months.

42. Communication from Governor VanWagoner requesting that the services of Professor S. G. Bergquist, Head of the Geology and Geography Department be loaned to the State Tax Commission for making accurate assessments of the mining territories in the western part of the Upper Peninsula at such times as they are needed during the remainder of the school year and during the two vacation months.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to loan the services of Professor Bergquist to the Tax Commission for the remainder of the school year whenever necessary at no cost to the State except for his expenses. During the two vacation months the State will pay Mr. Bergquist at his regular salary rate of \$440 per month.

Approval of
maintenance
and salary
budget.

43. Presentation for Board approval of the 1942-43 Maintenance and Salary Budget including the salary increases as presented.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve the Maintenance and Salary budget for 1942-43 as presented.

44. Approval of changes in Title as listed below effective July 1, 1942.

Approval of
changes in
title as
listed effec-
tive July 1,
1942.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve the Changes in Title as follows:

ALL COLLEGEPresent TitleProposed Title

Stanley E. Crowe

Director of Summer Session and
Professor of MathematicsDirector of General Curriculum
and Director of Summer SessionAGRICULTURE

D. E. Hayne

Asst. in Res. in Zoology
(Conservation Institute)

Research Assistant

K. C. Barrons

Asst. Prof. and Res. Asst. in
HorticultureAssociate Professor and
Research Associate

I. F. Schneider

Res. Asst. in Land Use

Research Associate

Ashley Berridge

Director of Lake City Station

Superintendent

J. Fred Davis

Asst. in Res. in Soil Science

Research Assistant

P. M. Harmer

Res. Assoc. and Ext. Assoc.
in Soil ScienceProfessor and Research
Professor

James Tyson

Asst. Prof. and Res. Asst.
in Soil ScienceAssociate Professor and
Research AssociateENGINEERING

Agnes McCann

Secretary to the Dean

Assistant to the Dean

D. D. McGrady

Instructor in Chemical
Engineering

Assistant Professor

Ira B. Baccus

Asst. Prof. of Electrical
Engineering

Associate Professor

Joseph A. Strelzoff

Instructor in Electrical
Engineering

Assistant Professor

W. A. Hedrich

Instructor Electrical
Engineering

Assistant Professor

May 21, 1942

MISCELLANEOUS, continued

44. Approval of Changes in Title, continued:

Changes in
title
approved.ENGINEERING, continuedPresent TitleProposed Title

C. C. Sigerfoos

Instructor in Mechanical
Engineering

Assistant Professor

Howard Womochel

Res. Asst. and Instructor
in Mechanical EngineeringAssistant Professor and
Research Assistant

Jesse Campbell

Instructor in Mechanical
Engineering

Assistant Professor

HOME ECONOMICS

Mabelle Ehlers

Assoc. Prof. of Institution
Administration

Professor

Katherine Hart

Asst. Prof. of Institution
AdministrationSupervisor of Union Food Ser-
vice and Assistant ProfessorVETERINARY MEDICINE

J. W. Cunkelman

Instructor in Surgery and
Medicine

Assistant Professor

L. B. Sholl

Assoc. Prof. and Res. Asst.
in Animal PathologyAssociate Professor and
Research Associate

C. S. Bryan

Asst. Prof. and Res. Asst
in BacteriologyAssociate Professor and
Research AssociateAPPLIED SCIENCE

Donald Cation

Res. Asst. and Instructor
in Plant PathologyAssociate Professor and
Research Associate

Ray Nelson

Res. Assoc. and Instructor
in Plant PathologyAssociate Professor and
Research Associate

Miriam Strong

Assistant in Plant Pathology

Research Assistant

C. W. Sabrosky

Instructor in Entomology

Assistant Professor

E. C. Prophet

Asst. Prof. of Geography

Associate Professor

Fendley Collins

Asst. Prof. in Physical
Education for MenAssociate Professor and
Wrestling Coach

C. W. Bachman

Head Football Coach and Assoc-
Prof. of Phys. Ed. for MenProfessor and Football
Coach

Joseph F. Holsinger

Asst. Football Coach and
Asst. Prof. of Phys. Ed.Associate Professor and
Assistant Football Coach

Albert P. Kawal

Asst. Prof. of Phys. Ed. and
Asst. Football CoachAssociate Professor and
Assistant Football Coach

John H. Kobs

Assoc. Prof. of Phys. Ed.

Professor and Baseball
Coach

Charles McCaffree

Asst. Prof. of Phys. Ed.
and Swimming CoachAssociate Professor and
Swimming Coach

B. F. VanAlstyne

Assoc. Prof. and Phys. Ed.

Professor and Basketball
Coach

Karl Schlademan

Assoc. Prof. of Phys. Ed.
and Head Track Coach

Professor and Track Coach

James W. McGrath

Instructor in Physics

Assistant Professor

Peter I. Tack

Instructor and Asst. in Res.
in ZoologyInstructor and Research
Assistant

B. T. Ostenson

Instructor in Zoology

Assistant Professor

Changes in
TitleMISCELLANEOUS, continued

44. Approval of Changes in Title, continued:

APPLIED SCIENCE, continued

J. W. Stack

Present TitleAssoc. Prof. of Zoology
and Director of MuseumsProposed TitleProfessor of Zoology and
Director of MuseumsLIBERAL ARTS

H. E. Larzelere

Instructor and Res. Asst.
in Economics

Assistant Professor

J. W. Shirley

Instructor in English

Assistant Professor

H. B. Fields

Instructor in History

Assistant Professor

Madison Kuhn

Instructor in History

Assistant Professor

J. M. DeHaan

Assoc. Prof. and Head of Dept.
of Psychology and Philos-
ophyProfessor and Head of
Department

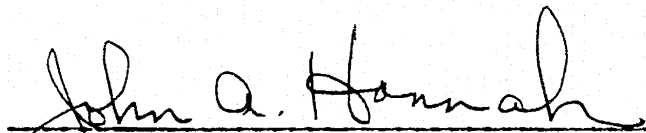
L. H. Geil

Assistant Professor of
Journalism and Assistant
in Publications

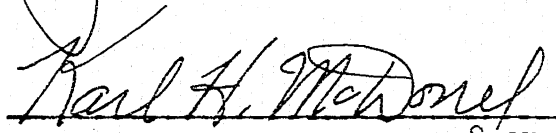
Associate Professor

It was agreed to convene for dinner in the President's Dining Room on Friday evening, June 12th, at six o'clock and have a meeting of the Board immediately following dinner in the Board Room.

The Board adjourned at 2:45 P.M.



President



Secretary