

MINUTES OF THE MEETING  
of the  
FINANCE COMMITTEE  
February 16, 1961

The Finance Committee convened at Michigan State University-Oakland at 7 o'clock for breakfast.

The following members were present: Messrs. Harlan, Huff, Merriman, Smith, Stevens; President Hannah and Treasurer May

Absent: Mr. Vanderploeg; Dr. Bartlett

1. Scudder, Stevens & Clark and Mr. Earl Cress recommend:

Forest Akers Fund

<u>Amount</u>	<u>Security</u>	<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Finance Com. Items</u>
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Recommend purchasing:

4/5 sh	Manufacturers National Bank, Detroit	48	\$ 39	--	
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A. H. and S. A. Case Fund

Recommend purchasing:

94/100 sh	First National City Bank (holding 156 6/100 shs. after 2% stock dividend payable 2/17/1961)	80	76		
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Consolidated Investment Fund

Recommend purchasing:

92/100 sh	First National City Bank (holding 208 8/100 shares after 2% stock dividend payable 2/17/61)	80	74		
92/100 sh	Radio Corp. of America (holding 208 8/100 shs. after 2% stock dividend payable 1/30/61)	54	50		

Jenison Fund

Recommend purchasing:

94/100 sh	First National City Bank (holding 156 6/100 shs. after 2% stock dividend payable 2/17/61)	80	76		
4/10 sh	American Bank & Trust Co., Lansing (holding 50 6/10 shs.) with cash and 46 rights	30	12		
4 rts.	American Bank & Trust Co. and subscribe with 50 rightsto:	1E	4		
2 shs	American Bank & Trust Co.      \$1.50 Giving a resulting 53-share holding	30	60	\$3	

Pension and Retirement Fund

Recommend purchasing

1/2 sh	National Bank of Detroit	62	31		
68/100 sh	First National City Bank (holding 832 32/100 shs. after 2% stock dividend payable 2/17/61)	80	55		
42/100 sh	Radio Corp. of America (holding 1,559 58/100 shs. after 2% stock dividend payable 1/30/61)	54	23		
500 shs	Norfolk & Western Railroad \$4.00 + 1	105	\$52,500	\$2,500	4.8%

With available cash, including the \$9,000 resulting from the called  
\$9,000 MSU Student Activities Center & Stadium Revenue 3 $\frac{1}{2}$ s-8-15-68

Recommend purchasing:

\$15,000	U.S. Treasury 2 $\frac{1}{2}$ s-12-15-72/67 (\$185,000 held)	89	13,350	375	3.70%
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Consolidated Investment Fund

With \$11,000 available cash, recommend purchasing:

100 shs	Norfolk & Western Railway      \$4.00 + 1	104	10,400	500	4.8%
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Finance Committee Meeting, continued:

## 1. Scudder, Stevens &amp; Clark recommendations, continued:

	<u>Approx. Price</u>	<u>Principal Income</u>
<u>Fred T. Russ Fund</u>		
Recommend purchasing:		
96/100 sh First National City Bank (holding 104 4/100 shs. after 2% stock dividend payable 2/17/61)	80	77
<u>Spartan Fund</u>		
Recommend purchasing:		
98/100 sh First National City Bank (holding 52 2/100 shs after 2% stock dividend payable 2/17/61)	80	79

Fred T. Russ Fund

Recommend purchasing:

96/100 sh First National City Bank (holding 104 4/100 shs.  
after 2% stock dividend payable 2/17/61)

80

77

Spartan Fund

Recommend purchasing:

98/100 sh First National City Bank (holding  
52 2/100 shs after 2% stock dividend payable 2/17/61)

80

79

On motion by Mr. Harlan, seconded by Mr. Huff, it was voted to approve Item 1.

2. Appropriation of \$720 for the Dean of Students supplies and services budget to enable them to carry on their normal operations for the balance of the year.

3. Appropriation of \$2,500 for the Dean of International Programs equipment account.

4. Appropriation for the Physics Department to permit the employment of a postdoctoral fellow from Europe for the coming fiscal year.

On motion by Mr. Merriman, seconded by Dr. Smith, it was voted to approve Items 2, 3 and 4.

5. Mr. Cress and Mr. May recommend that the Board authorize the filing of an application for a \$3,000,000 loan with the Federal Housing and Home Finance Agency. This application for funds is required as a part of the financing for the second south campus dormitory.

On motion by Mr. Huff, seconded by Mr. Stevens, it was voted to authorize Philip J. May to file an application for a \$3,000,000 loan and was designated as the official to sign the application and any other documents related to the application, loan agreement and loan documents.

6. Discussion of the possibility of negotiating a contract with Spartan Aviation for charter air service.

On motion by Dr. Smith, seconded by Mr. Harlan, it was voted to approve Item 6 and to authorize the officers of the University to negotiate a contract with Spartan Aviation for charter air service.

7. Discussion of dormitory rates in the new facility at Michigan State University-Oakland.

On motion by Mr. Stevens, seconded by Mr. Harlan, it was voted to establish dormitory rates at Michigan State University-Oakland at \$375 per semester.

8. It is recommended that the Board approve a special appropriation of \$22,500 for the purchase of a paramagnetic resonance spectrometer. This instrument will be used to study the fundamental structure of various compounds by a group in the Chemistry Department. Dr. Max Rogers has gained a reputation in this research area, but is now handicapped because of lack of suitable equipment. The total cost of the spectrometer is \$52,725, but the National Science Foundation has assured Dr. Rogers they will contribute \$30,225 towards the purchase of the instrument if the University can provide the remainder.

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the above recommendation.

9. As a part of the personnel changes at Michigan State University-Oakland recommended by Mr. Varner, Dr. Hoopes will not receive the \$600 expense allowance after July 1 when he assumes the changed responsibility, and the allowance will be paid to Donald D. O'Dowd.

10. At an earlier Board meeting there was a discussion of honorary degree recommendations from the faculty committee on honorary degrees. It is now contemplated that the honorary degrees will include the commencement speaker and

a. Representing the distinguished graduates of  
Michigan State University

- Arthur F. Vinson of New York City

b. Representing distinguished scientists, etc

- Alfred Edwards Emerson, Professor  
of Zoology at the University of Chicagoc. Representing distinguished persons in  
business and public life

- George Romney of Detroit

The committee on honorary degrees now formally recommends Board approval for these awards.

11. It is recommended that the Board authorize the purchase of 2 pieces of property in the tract we have been acquiring in recent years, as follows:

a. Approximately 2 acres and a house owned by Jean Pierpont at 3365 East Cavanaugh for \$25,000, and

b. Approximately 2 acres and a house owned by Robert and Hilda Schultz at 3227 East Cavanaugh for \$25,000.

On motion by Mr. Stevens, seconded by Mr. Harlan, it was voted to approve items 9, 10 and 11.Add. \$720 for  
Dean of Stu-  
dents officeAdd. \$2500  
Int. ProgramsAdd. approp.  
Physics Dept.Application  
\$3,000,000 to  
be filed Fed.  
Housing & Home  
Finance Agcy  
for 2nd dormContract with  
Spartan Avia-  
tion for char-  
ter air service  
to be negotia-  
ted.Dorm rates at  
MSU-0 to be  
\$375 semester\$22,500 approp  
for purchase  
paramagnetic  
spectrometer  
for Chemistry\$600 expense  
allowance for  
Dr. Hoopes to  
be transferred  
to D.D. O'DowdApproval Hon.  
degrees at  
June Commence-  
ment.Approval of  
purchase of  
Pierpont and  
Schultz pro-  
perties.

Finance Committee Meeting, continued:

12. The president discussed the desirability for some early architectural thinking with reference to the program for the institute for Biology and Medicine.

The Board authorized the President and officers of the University to employ Harley, Cowan, Ellington and Stirton of Detroit as Architects for this project.

Adjourned.

Harley, Ellington & Stirton to design Inst. Biology and Medicine

MINUTES OF THE MEETING  
of the  
BOARD OF TRUSTEES  
February 16, 1961

Present: Dr. Smith, Chairman; Messrs. Harlan, Huff, Merriman, Stevens; President Hannah, Treasurer May, Acting Secretary Mercier

Absent: Mr. Vanderploeg; Dr. Bartlett

The meeting was called to order at 10:25 a.m. in the Student Center at Michigan State University-Oakland.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of the Finance Committee Items on the previous pages.

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to approve the Finance Committee Items.

2. Dr. Smith, Chairman of the Board, presented the recommendation that Mr. Jacweir Breslin be appointed Secretary of the Board of Trustees and Secretary of the University at a salary of \$17,000 per year effective February 16, 1961.

Appointment  
Jack Breslin  
as Secretary

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to approve the above recommendation. Mr. Stevens abstained from voting on this motion.

South Campus  
Dorm to be  
named Albert  
H. and Sarah  
A. Case Dorm.

3. Recommendation that the South Campus Dormitory No. 1 now under construction be named "Albert H. and Sarah A. Case Dormitory."

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to approve the above recommendations.

4. Report of the death of Martin Soria, Professor of Art, in an airplane crash in Belgium on February 15. Dr. Soria was born July 3, 1911 and has been employed by MSU since Sept. 1, 1948.

Report of  
death of Marti  
Soria

5. Recommendation that Dr. Soria's widow receive his salary for one year from the date of his death.

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to approve the above recommendation and to instruct the Secretary to extend the sincere sympathy of the Board.

6. Charles A. Rogers, who was nominated by the Republican Convention as a candidate for the State Board of Education, has submitted the following letter:

Approval  
leave of ab-  
sence C.A.  
Rogers - no  
pay

I have been nominated by one of the political parties as its candidate for the State Board of Education, in the forthcoming Spring Election, to be held Apr. 3, 1961.

My understanding of the University policy in such case is that a leave of absence may be, and should be, requested by a member of the faculty for any period in which political campaigning might interfere with his performance of his usual duties for the University. I appreciate the availability of an opportunity for leave, so that I may campaign.

The position to which I seek election is in the educational field. If attained it will be virtually unremunerated.

Accordingly, this constitutes my request for a leave of absence for the period of approximately six weeks, between February 20 and April 4, 1961, and for such consideration as may be given, in connection with this request, to any annual leave to which I may be entitled under University policy.

Mr. Rogers is Associate Professor of Personnel and Production Administration and Associate Director of the Labor and Industrial Relations Center.

On motion by Mr. Huff, seconded by Dr. Smith, it was voted to approve the above request of Mr. Rogers for leave of absence without pay from February 20 through April 3, 1961.

PRESIDENT'S REPORT

## Resignations

1. Resignation of Charlotte Paula Albrecht Hess as Specialist in Physics and Astronomy, effective February 22, 1961.

NEW BUSINESSResignations and Terminations

1. Dorothy J. Bildner, Home Economics Agent, Hillsdale County, February 28, 1961 to become a full-time homemaker.
2. Leland E. Traywick, Assistant Dean of Business and Public Service, February 28, 1961, to become President of Missouri State College, (southwest).
3. Evelyn Mansfield, Associate Professor of Textiles, Clothing and Related Arts, February 28, 1961 because of illness in her family.
4. Frank N. Elliott, Curator of the Museum and Assistant Professor of History March 31, 1961, to accept a position as Associate Dean at Columbia University, New York.

## Leaves

Leaves--Sabbatical

1. William F. Muller, Resource Development Agent, Mackinac County, with full pay from March 27, 1961 to June 10, 1961 to study at Michigan State University.
2. James B. Hendry, Associate Professor of Economics with half pay from September 1, 1961 to August 31, 1962 to study and travel in Southeast Asia.
3. Charles W. Barr, Professor of Urban Planning and Landscape Architecture, with half pay from September 1, 1961 to August 31, 1962 for study and travel around the world.
4. D. Newton Glick, Professor of Urban Planning and Landscape Architecture, with full pay from July 1, 1961 to December 31, 1961 for study and travel in Western Europe.
5. Gean Greenwell, Associate Professor of Music with full pay from January 1, 1962 to March 31, 1962 for writing and research at Michigan State University and other universities.
6. Romeo Tata, Professor of Music with full pay from April 1, 1962 to June 30, 1962 for study and travel in Europe.
7. James D. Rust, Associate Professor of English with full pay from April 1, 1961 to August 31, 1961 for study and travel in Eastern United States.
8. Joseph L. Druse, Associate Professor of Humanities with half pay from January 1, 1962 to June 30, 1962 for study and travel in New England and Europe.

Leaves--Military

1. Gordon Williams, Food Service Helper, Dormitories and Food Services, without pay from January 1, 1961 to June 30, 1961.
2. James R. Hartzer, Cameraman III, TV Broadcasting without pay from January 13, 1961 to June 30, 1961.

Leaves--Health

1. Marjorie Eastman, Associate Professor (Ext.) of Home Economics, with full pay from February 1, 1961 to February 28, 1961.

Leaves--Other

1. Clifford Hildreth, Professor of Economics at one-third of his salary from September 1, 1961 to June 15, 1962 for study at the Behavioral Science Center.
2. Roy Hollady, Instructor in Police Administration and Public Safety without pay from April 1, 1961 to August 31, 1961 to work on his M.S. in St. Louis.
3. Paul J. Deutschmann, Professor and Director of the Communications Research Center without pay from September 1, 1961 to February 28, 1963 to accept a position in Costa Rica.
4. Joseph A. Stevens, Associate (Res.) in Botany and Plant Pathology without pay from March 1, 1961 to August 31, 1961 to teach in Chicago.
5. Robert P. Scheffer, Associate Professor of Botany and Plant Pathology without pay from March 15, 1961 to June 7, 1961 to continue study in New York.
6. C. Gratton Kemp, Instructor in Communication Skills without pay from April 1, 1961 to August 31, 1961 to teach at Ohio State.
7. Robert E. Shackleton, Sports Editor, Radio Broadcasting without pay from August 4, 1961 to August 14, 1961 to conduct a European tour.

NEW BUSINESS, continuedAppointments

1. Ellen Ruby Ross, 4-H Agent, Kent County, at a salary of \$5400 per year on a 12-month basis effective February 15, 1961.
2. Richard Lee Anderson, Assistant Professor (Res.) of Agricultural Chemistry at a salary of \$8000 per year on a 12-month basis effective June 1, 1961.
3. Curtis C. Miller, Extension Field Dairyman at a salary of \$6000 per year on a 12-month basis effective March 1, 1961.
4. Richard N. Jorgensen, Associate Professor (Ext.) of Forest Products at a salary of \$10,500 per year on a 12-month basis effective July 1, 1961.
5. Herbert E. Miller, Professor of Accounting and Financial Administration at a salary of \$18,000 per year on a 10-month basis effective September 1, 1961.
6. John T. McNelly, Instructor in General Communication Arts at a salary of \$500 per month from February 1, 1961 to August 31, 1961.
7. George L. Hall, Professor of Education without pay from June 12, 1961 to June 30, 1961.
8. John Arthur King, Associate Professor of Zoology at a salary of \$8400 per year on a 10-month basis effective September 1, 1961.
9. Peter Lutz Lehmann, Assistant Professor of Foreign Languages at a salary of \$600 per month from February 1, 1961 to June 30, 1961.
10. Arthur Getis, Assistant Professor of Geography at a salary of \$6500 per year on a 10-month basis effective September 1, 1961.
11. Morton S. Perlmutter, Specialist in Psychology at a salary of \$7100 per year on a 12-month basis effective April 1, 1961 to August 31, 1962.
12. Charles O. Hucker, Professor of History and Chairman of Asian Studies at Michigan State University-Oakland at a salary of \$12,000 per year on a 10-month basis effective July 1, 1961.
13. Herman Lewis, Associate Professor of Biology at Michigan State University-Oakland at a salary of \$9500 per year on a 10-month basis effective September 1, 1961.
14. Francis C. Byrnes, Consultant, International Programs at a salary of \$3750 for the period February 14, 1961 to August 15, 1961. This is a half-time position.
15. Maurice Frank Neufeld, Visiting Professor (Res.) in Labor and Industrial Relations Center at a salary of \$1100 per month from March 1, 1961 to April 30, 1961.
16. George C. Feierabend, Jr. Producer-Director, TV Broadcasting at a salary of \$7000 per year on a 12-month basis effective February 20, 1961.
17. Peter L. Sani, Visiting Professor of Social Work at a salary of \$1400 for the summer school period June 19, 1961 to July 26, 1961.
18. Howard Shelton Swan, Professor of Music at a salary of \$1500 for the summer school period June 19, 1961 to July 26, 1961.
19. William H. Coil, Assistant Professor at the Kellogg Biological Station at a salary of \$1600 for the summer school period June 19 to August 12, 1961.
20. Kerwin E. Hyland, Associate Professor at the Kellogg Biological Station without salary from July 3, 1961 to August 31, 1961.

Transfers

1. Donald J. Gemmel from Adviser to Foreign Students, Dean of Students, to Educational Exchange Coordinator, International Programs at the same salary of \$8200 per year on a 12-month basis effective February 1, 1961.  
(This transfer includes authorization for the transfer of other personnel in the department).

Salary Changes

1. Increase in salary for Robert T. Sedgwick, Assistant Instructor in Applied Mechanics, to \$3000 per year from January 1, 1961 to August 31, 1961.
2. Increase in salary for Robert S. Bandurski, Professor of Botany and Plant Pathology to \$13,500 per year effective March 1, 1961.
3. Increase in salary for Georges J. Joyaux, Professor of Foreign Languages, to \$10,600 from January 1, 1961 to June 30, 1961.
4. Increase in salary for L. Lyle Borner, Maintenance Engineer, Buildings and Utilities to \$10,400 per year effective March 1, 1961.

Appointments

Transfer of  
D.J. Gemmel  
to Int. Prog.

Salary inc.

R.T. Sedgwick

Robt. Bandurski

G.J. Joyaux

L.L. Borner



## Salary inc.

## Salary Changes, continued

Adam Hulinec

5. Increase in salary for Adam Hulinec, Planning Engineer, to \$10,400 effective March 1, 1961.

R F. Noonon

6. Increase in salary for Rolla F. Noonon, Electrical Engineer, Buildings and Utilities, to \$10,000 per year effective March 1, 1961.

Frank Sander

7. Increase in salary for Frank L. Sander, Mechanical Engineer at MSU-O to \$7500 per year effective March 1, 1961.

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the President's Report Resignations, Leaves, Appointments, Transfers and Salary Changes.

Promotion  
Donald Yates  
to Asst.Prof.

## Miscellaneous

Ch. s.s. pay  
Henry Oosting

1. Promotion of Donald A. Yates from Instructor to Assistant Professor of Foreign Languages, with an increase in salary from \$6750 to \$7250 per year, effective February 1, 1961.

Add. \$800 pd.  
Paul Honigs-  
sheim

2. Change in summer school pay for Henry J. Oosting, Professor of Botany and Plant Pathology, from \$2200 to \$2500 for the period from June 19 to August 11, 1961.

J.F. Thaden  
promoted to  
Professor

3. Payment of an additional \$800 to Paul Honigsheim, Professor Emeritus of Sociology and Anthropology, for the period from March 27 to June 11, 1961. This is in addition to retirement pay.

R.D. Page to  
be Producer  
Tel. Broad.

4. Promotion of John F. Thaden from Associate Professor to Professor of Sociology and Anthropology, effective February 1, 1961. Professor Thaden was retired on July 1, 1956, but has continued to work on a year-to-year basis in Continuing Education and Sociology and Anthropology.

Appt. D.B.  
Knowlton post-  
poned

5. Change in title of Robert D. Page from Producer-Director to Producer in Television Broadcasting with a salary increase from \$6800 to \$7000 per year, effective February 20, 1961.

Ch. title  
Josephine  
Morse to Asst.  
Prof. C.C. &  
Lect. Psychol.  
I.R. Wyeth  
Assigned to  
Taiwan Proj.  
Assignment  
G.H. Axinn  
Coord. Nig.  
Assignment  
Kirkpatrick  
Lawton-Nigeri-  
an Proj.

6. Postponement of the effective date of the appointment of Douglas B. Knowlton as Specialist in the Audio-Visual Center for an indefinite period.
7. Change in title of Josephine Morse from Assistant Professor in the Counseling Center to Assistant Professor in the Counseling Center and Lecturer in Psychology, effective February 1, 1961.

Mil. lve J.  
Buck cancelled

8. Assignment of Irving R. Wyeth, Assistant District Extension Director in the Upper Peninsula, to the Taiwan Project as Agricultural Extension Adviser at a salary of \$11,550 per year, effective from February 1, 1961 to January 31, 1963, and paid from 71-2026.

9. Assignment of George H. Axinn, Associate Director of the Cooperative Extension Service, as Coordinator of the Nigerian Project and Professor of Agriculture with a salary increase from \$13,900 to \$14,500 per year, effective March 1, 1961, and paid from account 71-2024.

10. Assignment of Kirkpatrick Lawton, Professor of Soil Science, as Agriculture Adviser in the Nigerian Project at a salary of \$15,000 per year, effective from February 1, 1961 to January 31, 1963, and paid from account 71-2024.

11. Cancellation of military leave for Jack A. Buck, Laborer I in Athletics, effective January 6, 1961.

Approval  
retirements

12. Recommendations from the Retirement Committee as follows:

Elizabeth  
Jordan  
H.B. Strahan  
Warren Burt  
Kenneth Ran-  
dall

- a. Retirement of Elizabeth Jordan, employed in Williams Cafeteria, at a retirement salary of \$910 per year, effective July 1, 1961. Miss Jordan was born August 15, 1896, and has been employed by the University since September 22, 1941.
- b. Retirement of Hazel B. Strahan, Professor of Textiles, Clothing, and Related Arts, at a retirement salary of \$3000 per year, effective July 1, 1961. Miss Strahan was born July 20, 1898, and has been employed by the University since September 1, 1934.
- c. Retirement of Warren F. Burt, Athletic Ticket Manager, at a retirement salary of \$3000 per year, effective July 1, 1961. Mr. Burt was born June 6, 1896, and has been employed by the University since September 1, 1926.
- d. Retirement of Kenneth C. Randall, Associate Professor of English, at a retirement salary of \$3000 per year, effective July 1, 1961. Mr. Randall was born October 11, 1898, and has been employed by the University since September 1, 1924.

Approval  
recommenda-  
tions Dir. of  
Personnel

13. The following recommendations are made by the Director of Personnel:

- a. Reclassification of a Clerk-Typist to a Clerk-Stenographer I position in Information Services, paid from account 71-7700.
- b. Establishment of a Secretary-Departmental II position in the office of the Dean of International Programs, effective as of November 16, 1960.
- c. Establishment of an Office Assistant IIIA position in the Office of the Dean of International Programs with a salary range of \$5100-\$6060.
- d. Establishment of a Clerk-Stenographer I position in the Men's Division of the Dean of Students Office.
- e. Reclassification of a Clerk-Stenographer I to a Secretary-Departmental I position in the office of the Director of the Committee on the Undergraduate Program in Mathematics, paid from 91-5842, at Michigan State University-Oakland.
- f. Reclassification of a Secretary-Departmental I to a Secretary-Departmental II position for the Physical Plant at Michigan State University-Oakland, paid from account 91-9691.

NEW BUSINESS, continuedMiscellaneous, continued

14. Workmen's compensation report for the period from July 1 to December 31, 1960:

Amount paid as accident time	\$2,965.07
Amount paid as compensation	13,693.87
Health Center charges	3,887.50
Off-Campus medical service	3,14.62

Workmen's  
compensation  
report

15. The following bids were received for the kitchen equipment in the new dormitory:

Great Lakes Supply	\$186,577
Russlander	192,302
Austin-Blue	193,160
Canton China	196,375

Contract for  
kitchen  
equipment new  
dorm let to  
Great Lakes  
Supply

It is recommended that the contract be awarded to the low bidder, Great Lakes Supply, in the amount of \$186,577.

16. The following bids were received for the installation of storm and sanitary sewers to the South Campus Dormitory No. 1:

Reed & Noyce, Inc.	15,628.18
Vermeersch Construction	20,264.00
Mead Brothers	22,705.95
Angell Construction	27,995.51

Contract for  
storm and  
sanitary  
sewers let to  
Reed & Noyce

It is recommended that the contract be awarded to the low bidder, Reed & Noyce, Inc., in the amount of \$15,628.18. There will be an extra for well pointing at \$5 per foot which could run as high as \$4,000.

17. The following bids were received for the Science Laboratory Equipment for the Engineering Science Building at Michigan State University-Oakland:

Southern Desk Company	122,887.69
Hamilton Manufacturing Company	122,930.00
Weber Showcase and Fixture Company	126,491.00
Kewanee Manufacturing Company	127,322.35
Sheldon Equipment Company	- -

Science Lab.  
equipment  
contract let  
to Southern  
Desk Co.

The Sheldon Equipment Company bid security was in the form of a bid bond and the bid was not read.

On motion by Mr. Harlan, seconded by Mr. Huff, it was voted to award the contract to the low bidder Southern Desk Company at \$122,887.69 for the Science Laboratory Equipment for the Engineering Science Building at MSU-O.

Ch. status  
R.G. Hoopes

18. Change in status of Robert G. Hoopes from Dean of the Faculty and Professor of English at Michigan State University-Oakland to Professor of English and Assistant to the Chancellor, effective July 1, 1961.

19. Change in status of Donald D. O'Dowd from Associate Professor of Psychology to Dean of the University at Michigan State University-Oakland with a change in salary from \$8400 per year on a 10-month basis to \$13,000 per year on a 12-month basis, effective July 1, 1961.

Ch. status  
Donald D.  
O'Dowd

20. Chancellor Varner recommends the establishment of the following three academic divisions at Michigan State University-Oakland, effective July 1, 1961:

Division of Humanities  
Division of Social Science  
Division of Science and Engineering

Approval  
estab. academ-  
ic divisions  
MSU-O

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve Items 18, 19 and 20.

Asst. to  
Superv. Arch.  
VIA position  
approved

21. Establishment on the Classified Salary Payroll of an Assistant to the Supervising Architect VIA position with an annual salary range of \$8,760 to \$10,740 paid from account 11-5511.

On motion by Mr. Harlan, seconded by Mr. Huff, it was voted to approve all the Miscellaneous Items not already acted upon.

Report of  
City of E.L.  
fire report

22. The City of East Lansing has submitted the annual report of the East Lansing Fire Department indicating that on University properties in 1960 there was a total of 178 fire alarms originating at the University of which 31 were actual fires, 32 were inhalator alarms, and 115 were other than fire alarms. The total fire loss on University property in 1960 was \$7090 as compared to \$27,762 in 1959.

Winter term  
commencement  
March 20.

23. President Hannah called the attention of the Trustees to the date of the winter term Commencement on March 20, 1961.

NEW BUSINESS, continuedMiscellaneous, continued

Report of  
MSU Develop-  
ment Fund.

24. Report to the Board on the recommended allocations of the 1960 income of the Michigan State University Development Fund. It is recommended that the Board approve the following action:

Alumni Distinguished Scholarships	\$42,000.00
Distinguished Faculty Awards	6,000.00
Research and Equipment:	
Controlled Climate Chamber	7,500.00
Dean Clark Fund	453.70
Ralph Young Fund	1,436.50
Home Economics Lounge	430.90
Acquisition for Campus Enrichment:	
Library	3,000.00
Kresge Art Center (class gift designation)	1,375.00
Special Projects:	
Class of 1911	5,604.53
Harlo Mork Scholarships	74.70
Urban Planning Scholarship	432.00
Planetarium	43,374.57
Fund Administrative Expenses (5% of Development Fund income)	<u>5,850.00</u>
Total available and allocated	\$117,531.90
MSU Associates	80,436.48
Alumni Gifts--Restricted	4,432.09
Other Gifts--Restricted	<u>22,635.00</u>

Grand Total for 1960

\$225,035.47

Gifts and  
Grants

Gifts and Grants

1. Gift of 2 engines valued at \$120 from the Briggs & Stratton Corporation of Milwaukee, Wisconsin, to be used in Agricultural Engineering.
2. Gift of a self-contained freezer of unknown value from the Victory Metal Manufacturing Company of Plymouth Meeting, Pennsylvania, to be used in the School of Hotel, Restaurant, and Institutional Management.
3. Grants as follows to be used for scholarship purposes:
  - a. To continue previously established scholarships:
    - 1) \$5500 from The Dow Chemical Company of Midland to be used \$2000 in Chemistry, \$1500 in Chemical Engineering, \$1000 in Mechanical Engineering, and \$1000 in Metallurgical Engineering.
    - 2) \$1000 from the National Restaurant Foundation of Detroit to be credited to the Fred A. Simonsen Scholarship Fund.
    - 3) \$10,000 from the Schlitz Brewing Company of Milwaukee, Wisconsin to be credited to the Schlitz Scholarship Fund.
    - 4) \$200 from The American Legion of Detroit to provide Guy M. Wilson Scholarships for two students.
    - 5) \$1,575 from the National Merit Scholarship Corporation of Evanston, Illinois.
    - 6) \$732 from the Asher Student Foundation of Detroit to aid four students
    - 7) \$13,747 from the General Motors Corporation of Detroit.
    - 8) \$500 from John L. and Beatrice Keeshin Foundation of Toledo, Ohio
    - 9) To be added to the Honors College Fund:
      - a) \$15 from the American Business Women's Association of Lansing
      - b) \$15 from Western Michigan University of Kalamazoo
      - c) \$25 from the Handley School PTA of Saginaw
    - 10) \$200 from the Michigan Feed and Grain Dealers Association of East Lansing to be credited to the Elevator and Farm Supply General Scholarship Fund, account 31-3314.
    - 11) To be credited to the Cooperative Elevator and Farm Supply Scholarship Fund, account 31-3315:
      - a) \$100 from the Farm Bureau Services of Sebawaing.
      - b) \$1,300 from the Farm Bureau Services of Lansing.
    - 12) To be credited to the Michigan Bankers Scholarship Fund, account 31-3347:
      - a) \$150 from E. Hill & Sons State Bank of Colon
      - b) \$100 from The Owosso Savings Bank of Owosso
      - c) \$100 from the Weidman State Bank of Weidman
      - d) \$100 from the Washtenaw County Bankers Association of Saline
      - e) \$200 from the Gratiot County Bankers Association of Alma
      - f) \$100 from the State Savings Bank of Scottville
    13. To be credited to the Farm Equipment Service and Sales Scholarship Fund, account 31-3336.
      - a) \$400 from Haddix and Sons, Inc., of Monroe
      - b) \$50 from Wilt & Knoblauch of Blissfield
  - b. To establish new scholarships:
    - 1) \$400 from the Golf Course Superintendents Association of Jacksonville Beach, Florida, to establish a Senior Scholarship with the name of Golf Course Superintendents of America Scholarship. The recipient is to be selected by the Soil Science Department.



NEW BUSINESS, continuedGifts and Grants, continued

## 3. Scholarship grants, continued:

## b. To establish new scholarships, continued:

- 2) \$50 from William D. Tarrant of Wichita, Kansas, to establish the William D. Tarrant Fund for the College of Communication Arts.
- 3) \$50 from Ivan F. French of Sarasota, Florida, to establish the Elizabeth I. French Award for a junior in Home Economics who has the attributes necessary to combine the duties of homemaking and civic responsibilities in a well rounded program.

## c. To aid specified students:

- 1) \$250 from the Jessie Smith Noyes Foundation, Inc., of New York City.
- 2) \$400 from Ransom Fidelity Company of Lansing
- 3) \$400 from the Foreign Student Foundation of Santa Ana, California.
- 4) \$568.34 from The Rotary Club of Battle Creek
- 5) \$27.67 from Henry P. Ross Company, Inc., of Biddeford, Maine
- 6) \$100 from the Scott Paper Company of Chester, Pennsylvania.
- 7) \$125 from Rockford High School
- 8) \$239 from the Asher Student Foundation of Detroit
- 9) \$375 from Frank Gannett Newspaperboy Scholarship, Inc., of Rochester, New York.
- 10) \$250 from an anonymous donor from Grand Rapids
- 11) \$166.66 from the Elks Department of Education of Memphis, Tennessee.
- 12) \$71 from the Little Rock Nine Scholarship Fund of Little Rock, Arkansas
- 13) \$200 from The American Baptist Student Aid Fund of New York City
- 14) \$200 from the Association on American Indian Affairs, Inc., of New York City.
- 15) \$700 from the African-American Institute of New York City.

## d. For Michigan State University-Oakland:

- 1) \$186 from the MSU-O SOS Club of Rochester.
- 2) \$194 from Alpha Delta Kappa of Pontiac.
- 3) \$100 from the Clarkston Community Schools
- 4) \$186 from Justus R. Pearson of Birmingham
- 5) \$279 from the Women's National Farm and Garden Club of Pontiac.
- 6) \$279 from an anonymous donor
- 7) \$48 from the Rochester Junior Woman's Club of Rochester.

Gifts and  
Grants

4. Grant of \$27,365 from the National Science Foundation of Washington, D.C., to be used under the direction of E. J. Benne in Agricultural Chemistry for support of an undergraduate research participation program.
5. Approval of a memorandum of agreement with the Michigan Pear Research Association, Inc., of Benton Harbor, Michigan, covering a grant of \$10,000 to be used under the direction of N.E. Tolbert in Agricultural Chemistry and E. J. Klos in Botany to carry out biochemical and pathological studies in the development of new compounds in the control of the fireblight organism.
6. Grant of \$1,336.50 from the Michigan Committee on Rural Electrification to be used under the direction of A. W. Farrall in Agricultural Engineering in support of the cooperative radio program "Electricity at Work for You".
7. Grant of \$7,710.59 from the Michigan Committee on Rural Electrification to be used under the direction of A. W. Farrall in Agricultural Engineering in support of the cooperative television project.
8. Approval of a memorandum of agreement with the American Oil Company of Chicago covering a grant of \$17,000 to be used under the direction of A. W. Farrall in Agricultural Engineering for research on moisture conservation techniques by the use of asphalt amendments to droughty soils.
9. Approval of a memorandum of agreement with Campbell Soup Company of Camden, New Jersey, covering a grant of \$2,000 to be used under the direction of A. W. Farrall in Agricultural Engineering for research to determine the requirements of a tomato plot harvester and construction of an experimental machine.
10. Approval of a memorandum of agreement with the Sperti Products, Inc., of Cincinnati, Ohio, covering a grant of \$3,000 to be used under the direction of C. A. Lassiter in Dairy for an evaluation of ultra violet lamps in control of calfhood diseases.
11. Approval of a memorandum of agreement with the Michigan Dairy Herd Improvement Association, Inc., of East Lansing covering a grant of \$2,000 to be used under the direction of C. A. Lassiter in Dairy to pay the salary of an employee concerned with records of production testing program.
12. Approval of a memorandum of agreement with the Cooperative Grange League Federation of Ithaca, New York, covering a grant of \$1,000 to be used under the direction of C. A. Lassiter in Dairy to provide information concerning the substitution rates of grain for hay and the optimum level of each to feed for most economical milk production.
13. Renewal of a memorandum of agreement with the Malting Barley Improvement Association of Milwaukee, Wisconsin, covering a grant of \$3,000 to be used under the direction of J. E. Grafius in Farm Crops for the support of research toward incorporating malting quality into winter barley.

NEW BUSINESS, continuedGifts and Grants, continuedGifts and  
Grants

14. Grant of \$1,500 from the Mobilehome Dealers National Association of Chicago to be used under the direction of A. J. Panshin in Forest Products for a continuation of the Mobilehomes education project.
15. Grant of \$100,000 from the Packaging Foundation, Inc., of East Lansing to be used for the construction of facilities for the School of Packaging.
16. Grant of \$500 from the Continental Can Company of New York City to be used under the direction of J. W. Goff in Forest Products for supplies, equipment, student payroll, etc. for the School of Packaging.
17. Grant of \$1,500 from the American Viscose Corporation of Philadelphia to be used under the direction of A. J. Panshin in Forest Products for the general study of films for food packaging, supplies, labor, etc., for the School of Packaging.
18. Renewal of a memorandum of agreement with the National Turkey Federation of Mount Morris, Illinois, covering a grant of \$1,000 to be used under the direction of J. A. Davidson in Poultry Science for the study of merchandising turkey products methods.
19. Renewal of a memorandum of agreement with CIBA Pharmaceutical Products, Inc., of Summit, New Jersey, covering a grant of \$2,000 to be used under the direction of Robert K. Ringer in Poultry Science to continue studies in avian physiology.
20. Renewal of a memorandum of agreement with the Michigan Agricultural Limestone Association covering a grant of \$2,500 to be used under the direction of R. L. Cook, E. D. Longnecker, and J. F. Davis in Soil Science for research on lime problems. Provision is made for a special graduate research assistant.
21. Grant of \$1,500 from the Municipal Manpower Commission of Washington, D.C., to be used under the direction of W. L. Warner in the Graduate School of Business Administration to cover expenses preliminary to submission of a proposal for a higher grant. Provision is made for a special graduate research assistant.
22. Grant of \$200 from Armour and Company of Chicago to be used under the direction of Lendal Kotschevar in Hotel, Restaurant, and Institutional Management to test new convenience and dehydro-frozen foods for preparation and equipment factors related to utilization in industrial feeding.
23. Grant of \$1,500 from The Sperry & Hutchinson Company of New York City to be used under the direction of E. M. Barnet in Marketing and Transportation Administration for a scholarship in the amount of \$1000 and \$500 to the administration of the programs in Food Marketing Management.
24. Renewal of a memorandum of agreement with the George A. Ramlose Foundation, Inc., of Boston, Massachusetts, covering a grant of \$1,800 to be used under the direction of E. M. Barnet in Marketing and Transportation Administration for research in food distribution. The agreement provides for a special graduate research assistant.
25. Grant of \$7,500 from Arthur D. Little, Inc., of Cambridge, Massachusetts, to be used under the direction of T. A. Staudt in Marketing and Transportation Administration to conduct an exploratory study leading to a long-range research program designed to provide a better understanding of the role of contract research within the broader context of research and research expenditures in the American economy.
26. Grant of \$6,000 from the Automobile Club of Michigan of Detroit to be used under the direction of A. F. Brandstatter in Police Administration and Public Safety to provide scholarships to police officers desiring to attend the short course programs in traffic.
27. Grant of \$1,490 from the West Michigan Telecasters, Inc., of Grand Rapids, to be used under the direction of P. J. Deutschmann in the Communications Research Center in a study of television program preferences in two Michigan Cities.
28. Grant of \$6,000 from Programs Interamericano de Informacion of San Jose, Costa Rica, to be used under the direction of D. K. Berlo in General Communication Arts to conduct library research and design research projects in the areas of non-verbal communication to illiterates, the role of the media in the process of change, and the relationship of organizational structure to productivity and morale. Provision is made for special graduate research assistants.
29. Grant of \$4,408 from Row, Peterson, and Company of Evanston, Illinois, to be used under the direction of B. H. Van Roekel in Education to construct a reading readiness test for the Company.
30. Renewal of a memorandum of agreement with the Department of Health, Education, and Welfare of Washington, D.C., covering a grant of \$140 to be used under the direction of G. A. Miller in Education for continuing studies on rehabilitation counseling.
31. Approval of a memorandum of agreement with the American Chemical Society of Washington, D.C. covering a grant of \$14,200 to be used under the direction of T. H. Wu in Engineering Research and Civil Engineering for a study of the property of the absorbed liquid and its influence on the flow through a porous medium. The agreement provides for special graduate research assistants.

NEW BUSINESS, continuedGifts and Grants, continued

32. Renewal of a memorandum of agreement with The Norwich Pharmacal Company of Norwich, New York, covering a grant of \$200 to be used under the direction of D. J. deZeeuw in Botany for research on seed treatment and soil treatment fungicide. The agreement provides for a special graduate research assistant. Gifts and Grants
33. Renewal of a memorandum of agreement with the Monsanto Chemical Company of St. Louis, Missouri, covering a grant of \$500 to be used under the direction of D. J. deZeeuw in Botany for seed and soil treatment research. The agreement provides for a special graduate research assistant.
34. Grant of \$17,195 from the National Science Foundation of Washington, D.C., to be used under the direction of H. L. King in the Division of Biological Sciences for support of an undergraduate research participation program.
35. Grant of 27 shares of Dow Chemical Company stock from Guy H. Cannon and Carrie Bullock Cannon of Midland, the shares to be cashed and the money added to the Museo Dillman S. Bullock Research Fellowship under the direction of R. H. Baker in the Museum and Zoology.
36. Grant of \$500 from Gladys Olds Anderson of Lansing to be used by Martin Soria in the Art Department to attend the 4th Congress of Intellectual Cooperation in Madrid, Spain.
37. Grant of \$28,000 from the Wright Air Development Division of Ohio to be used under the direction of R. N. Hammer and J. B. Kinsinger in Chemistry.
38. Grant of \$35,463 from the Atomic Energy Commission of Argonne, Illinois, to be used under the direction of H. A. Eick in Chemistry for an investigation of some rare earth boron, carbon, nitrogen, and related systems at elevated temperatures. Provision is made for special graduate research assistants.
39. Grant of \$25,580 from the National Science Foundation of Washington, D.C., to be used under the direction of Elmer Leininger in Chemistry for support of an undergraduate research participation program.
40. Grant of \$29,165 from the National Science Foundation to be used under the direction of H.B. Stonehouse in Geology for support of an undergraduate research participation program.
41. Grant of \$33,225 from the National Science Foundation to be used under the direction of S.K. Haynes in Mathematics, Physics and Astronomy, and Statistics for support of an undergraduate research participation program.
42. Grant of \$4,200 from the Social Science Research Council of New York City to be used under the direction of John Useem in Sociology and Anthropology and Continuing Education for work in computer simulation.
43. Grant of \$45,885 from the United States Department of Agriculture of Washington, D.C., to be used under the direction of R. N. Costilow in Microbiology and Public Health to conduct metabolism and cell propagation experiments. Provision is made for special graduate research assistants.
44. Grant of \$6,818 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of O. W. Kaufmann in Microbiology and Public Health to study the growth of *Clostridium botulinum* alone and with other microorganisms in milk. Provision is made for the special graduate research assistant.
45. Grant of \$500 from the Southern Michigan Obedience Training Club of Pontiac to be used under the direction of W. O. Brinker and Medicine to support research on the diseases of small animals.
46. Grant of \$130,630 from the International Cooperation Administration Washington, D.C. to be used under the direction of Dean Taggart in International Programs to provide educational assistance to the National Taiwan University and the Taiwan Provincial College of Agriculture.
47. Renewal of a memorandum of agreement with the Michigan Agricultural Conference of Lansing covering a grant of \$5,850 to be used under the direction of L. T. Frymire in Radio Broadcasting to permit WKAR to originate broadcasts of Michigan State University sports events during the 1960-61 season
48. Grants as follows to be used under the direction of H.R. Neville in Continuing Education to support the Christmas Adventure in World Understanding program:  
     \$75 from Al Edwards Company of Lansing  
     \$100 from J. W. Knapp Company of Lansing
49. Grant of \$10,000 from the Tri-County Regional Planning Commission of Lansing to be used under the direction of Walter Freeman in Continuing Education for a service-research program in community delineation in the Lansing Metropolitan Area to facilitate planning for future growth.
50. Grant of \$32,500 from the American Federation of Musicians of the United States and Canada of New York City to be used under the direction of C. L. Taylor in the Summer School to pay part of the expenses for the International String Congress.

NEW BUSINESS, continuedGifts and Grants, continued

51. Grant of not to exceed \$1,800 from the City of Pontiac to be used under the direction of James McKee in Continuing Education for the development of a program for citizen participation, population characteristics analysis, and local leadership identification in connection with the urban renewal project.

Alteration &  
Improvement  
Items app.

Reports for Board Members

1. The following alteration and improvement items have been approved since the January meeting of the Board:

a. Provide heat in Room 24, Building A-2, South Campus for School of Packaging	\$ 200.00
b. Remove existing partition between Rooms 309 and 310, Agriculture Hall, and build new partition to make more space for Farm Crops	1,160.00
c. Make improvements to heating controls in Jenison Gymnasium	750.00
d. Widen door next to elevator entrance 4th floor, Building C attic, Anthony Hall, for Poultry Science	475.00
e. Alterations in the Buildings and Utilities Department to make room for construction personnel transferred from Office of Supervising Architect to Buildings and Utilities	1,700.00
f. Improve lighting in Room 454, Natural Science Building, for Entomology	500.00
g. Alterations to Room 100, Kedzie Chemical Laboratory, in order to make it usable as an office for Dr. Quill	1,860.00
	<u>\$6,645.00</u>

2. Additional payments to salaried employees since the January Board meeting, as per list on file.

On motion by Mr. Harlan, seconded by Mr. Huff, it was voted to approve the Gifts and Grants and Reports for Board Members.

The meeting adjourned at 12:05 p.m.

The next meeting will be held on Friday, March 31.

The April meeting will be held on the 27.

John A. Hannah  
President

Marie Mercier  
Acting Secretary