

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE
December 15, 1961

The Finance Committee convened at Kellogg Center at 7 o'clock for breakfast.

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

Absent: Dr. Bartlett

Investment
recommenda-
tions

1. The following investment items are recommended by Scudder, Stevens and Clark and Mr. Cress:

Forest Akers Fund

<u>Amount</u>	<u>Security</u>	<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
Recommend selling:					
6/100 sh.	American Broadcasting-Paramount Theatres (holding 156 6/100 shs after 2% stock dividend payable December 28	\$ 45	\$ 2	--	--

Albert H. & Sarah A. Case Fund

Recommend selling:					
1/2 sh.	Columbia Broadcasting System (holding 154 1/2 shs. after 3% dividend payable Dec. 18)	37	19	--	--

Consolidated Investment Fund

Recommend purchasing:					
\$10,000	New York Telephone 4 1/8s-1993	94	\$9,400	\$412	4.5%
50 shs.	General Electric (holding 150 shs.) \$2.00	79	3,950	100	2.5%
172 shs.	Standard Oil (New Jersey) (holding 128 shs.) 2.20+	50	8,600	378+	4.4+%
50 shs.	Lone Star Cement (holding 950 shs.) 1.00	23	1,150	50	4.4%
26 20/100	Columbia Broadcasting System (holding 473 80/100 shs. after 3% stock dividend payable December 18) 1.40	37	970	36	3.8%
			<u>\$24,070</u>	<u>\$ 976+</u>	<u>4.1%</u>

Fred T. Russ Fund

Recommend purchasing:					
25/100 shs.	Columbia Broadcasting System (holding 128 75/100 shares after 3% stock dividend payable December 18)	37	10	--	--

Skinner Fund

Recommend purchasing:					
35/100 shs.	Columbia Broadcasting System (holding 159 65/100 shares after 3% stock dividend payable December 18)	37	13	--	--

Spartan Fund

Recommend purchasing:					
1/2 sh.	Monsanto Chemical (holding (76 1/2 shs. after 2% dividend payable Dec. 15)				

Vice Pres. May
authorized to
sell 1,000 sh
Clark Equip.
stock.

On motion by Mr. Stevens, seconded by Dr. Smith, it was voted to approve item 1.

2. Vice President May requested authorization to sell 1,000 shares of Clark Equipment stock originally received from Mrs. Wilson at a price of 35 1/4.

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

Gov. Office
to be request-
ed for sum of
\$100,000 -
to marshall
talents of
Univ re:
water res.

3. It is recommended that the Board authorize submission of a letter to the Governor's Office in response to inquiries from the Governor's Office requesting a special appropriation of \$200,000 to marshall the resources and talents of the University in the field of water research.

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

4. Approval of the following formal resolution in the amount of \$45,000 at $4\frac{1}{2}\%$ interest, repayable in 30 years, relative to the issuance and sale of Michigan State University-Oakland dormitory furnishing bonds:

Approval
resolution
re: issuance
and sale of
MSU-Oakland
Dorm Furnish-
ing bonds

RESOLUTION OF BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY OF AGRICULTURE
AND APPLIED SCIENCE, RELATIVE TO ISSUANCE AND SALE OF MICHIGAN STATE UNIVERSITY-
OAKLAND DORMITORY FURNISHING BONDS

WHEREAS, the Board of Trustees of Michigan State University of Agriculture and Applied Science, in the exercise of its constitutional duties, has determined that it is necessary and expedient to furnish and equip the dormitories on the campus of Michigan State University-Oakland in Oakland County, Michigan, and

WHEREAS, this Board deems it necessary and expedient to issue and sell Michigan State University-Oakland Dormitory Furnishing Bonds in the face value of \$45,000.00, maturing 30 years from issue, with interest at the rate of $4\frac{1}{2}\%$ per annum, payable on the anniversary date thereof, to defray costs incidental to furnishing and equipping the dormitories mentioned.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Michigan State University of Agriculture and Applied Science, that it borrow the sum of \$45,000.00, through the issuance and sale of Michigan State University-Oakland Dormitory Furnishing Bonds.

BE IT FURTHER RESOLVED, that John A. Hannah, President, or Philip J. May, Vice President, be and hereby are authorized, empowered and directed in the name of the Board of Trustees of Michigan State University of Agriculture and Applied Science, and as its corporate act and deed, to execute and sign Michigan State University-Oakland Dormitory Furnishing Bonds herein provided. To facilitate the execution and signing of the bonds, the officers are authorized to use their initials in lieu of their christian names.

BE IT FURTHER RESOLVED, that either of said officers may make, consent to and agree to any changes in the terms and conditions which they may deem necessary, expedient and proper, but no such amendments shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments required to be made or the security pledged. The right of such officer to alter or change the date of issue of said bonds, the dates for payment of interest, or the dates fixed for principal payments, is acknowledged.

BE IT FURTHER RESOLVED, that the terms, conditions and commitments of the "H.A.F. CHARITABLE TRUST" dated December 30, 1960, are incorporated herein by specific reference.

BE IT FURTHER RESOLVED, that in the issuance of said bonds there shall be no pledging of credit or creating of any liability on the part of the State of Michigan or the members or officers of this Board, or any of their successors, other than to pledge the specific amounts of annual fees and/or investment income of Michigan State University-Oakland and/or Michigan State University, East Lansing.

BE IT FURTHER RESOLVED, that any one of the above named officers be and he hereby is authorized, empowered and directed for and in the name of the Board of Trustees of Michigan State University of Agriculture and Applied Science to sell Michigan State University-Oakland Dormitory Furnishing Bonds of the face value of \$45,000.00 in accordance herewith.

On motion by Mr. Huff, seconded by Mr. Vanderploeg, it was voted to approve the above resolution.

5. The Association of Governing Boards and Presidents recommends the creation of a Michigan Coordinating Council for Public Higher Education. Is it the desire of our Board of Trustees to approve their participation in this Council? If the answer is favorable, a Trustee should be selected to represent the Board of Trustees on the Council with an alternate to serve when the regular delegate is unable to attend the meetings.

Mr. Huff to
represent
Board on
Mich. Coord.
Council

On motion by Mr. Stevens, seconded by Dr. Smith, it was voted to approve participation in the Coordinating Council and Mr. Huff was selected as the Trustee to represent the Board on the Council with Mr. Vanderploeg as his alternate.

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
December 15, 1961

Present: Dr. Smith, Chairman; Messrs. Harlan, Huff, Merriman, Stevens, Vanderploeg;
President Hannah, Treasurer May and Secretary Breslin

Absent: Dr. Bartlett

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

The minutes of the November meeting were approved.

SPECIAL MISCELLANEOUS

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

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

2. Mr. James Hare, Secretary of State, met with the Trustees and outlined the useful role previously played by the Highway Traffic Safety Center and urged its reactivation.

On motion by Mr. Huff, seconded by Mr. Stevens, it was voted to authorize Provost Miller and his colleagues to develop in cooperation with Secretary of State James Hare, Highway Commissioner John Mackie, and Superintendent of Public Instruction Lynn Bartlett, a reasonable program and budget looking toward the possible reactivation of the Highway Traffic Safety Center. The President is authorized to request the legislature through the Governor for a special appropriation to be used for this purpose. It is understood that this budget is not to exceed the expenditures for the last full year of the life of the Center, ended June 30, 1961.

3. Gift from Mr. and Mrs. C. A. Harlan of Birmingham of \$25,000 for Michigan State University-Oakland, \$10,000 of which is to be used for the creation of a scholarship in the name of Mrs. Harlan and \$15,000 to be used for library acquisitions.

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to accept with gratitude this generous gift from Trustee and Mrs. Harlan.

NEW BUSINESS

Resignations and Terminations

1. Virginia Helt Ebers, Consumers Marketing Information Specialist, Grand Rapids, December 31, 1961 to accept a position with the Wallace-Blakeslee Advertising Company, Grand Rapids.
2. E. Dean Troop, 4-H Agent, Montcalm County, November 30, 1961, to accept a position as sales representative with a commercial company.
3. Lana G. Dart, Home Economics and 4-H Agent, Calhoun County, December 31, 1961 to do graduate work in the College of Education at Michigan State University.
4. Alan R. Bird, Assistant Professor (Res.) of Agricultural Economics, December 20, 1961. He was financed by the USDA and is being transferred to the University of Massachusetts.
5. Philip James Mielock, Instructor in Agricultural Economics December 31, 1961 to accept a position as Extension Engineer for Portland Cement Association.
6. Beryl Langford, Assistant Professor of Police Administration and Public Safety, January 31, 1962 to accept a position as Registrar at Glenvale State College, Glenvale, West Virginia.
7. Charlotte Holm, Instructor (Res.) in Home Management and Child Development, December 31, 1961. Her husband has accepted a position in Nebraska.
8. Louise Dasler, Instructor in Veterinary Pathology, December 31, 1961. Her husband has been called to navy service. Transferred to Bethesda, Maryland.
9. Eugenia S. Szpieg, Instructor in Veterinary Pathology, December 31, 1961 to be married.

Leaves--Sabbatical

1. Jeannette B. Shadko, Home Economics Agent, Benzie County with full pay from January 1, 1962 to March 31, 1962 to study at Michigan State University.
2. John W. Comstock, Extension Director in Lenawee County with full pay from January 2, 1962 to March 20, 1962 to complete his M.S. at Michigan State University.
3. Z. George Barnett, Associate Professor of Education with half pay from September 1, 1962 to August 31, 1963 for study and research for a book in East Lansing.
4. Lawrence Borosage, Professor of Education with full pay from July 1, 1962 to December 31, 1962 to prepare two research reports.

Sec. State
Hare asks
reactivation
of Highway
Traffic
Safety Center

Gift of
\$25,000 from
Mr. and Mrs.
C. A. Harlan
for MSU-0

Resignations

Leaves

NEW BUSINESS, continuedLeaves--Sabbatical, continued

5. William K. Durr, Associate Professor of Education with full pay from September 1, 1962 to December 31, 1962 to complete a text on gifted children .
6. Charles Pollock, Assistant Professor of Art with half pay from September 1, 1962 to August 31, 1963 for study and travel in Europe.
7. Gomer Ll. Jones, Professor of Music with half pay from September 1, 1962 to August 31, 1963 to work on a book, et cetera in Great Britain.
8. Frederick D. Williams, Associate Professor of History with full pay from January 1, 1963 to March 31, 1963 to prepare a manuscript for publication.
9. Georges J. Joyaux, Professor of Foreign Languages, with full pay from March 19, 1962 to June 19, 1962 for travel in Europe.

Leaves

Leaves--Other

1. John Dietrich, Professor and Head of Communication Arts with full pay from June 10, 1962 to September 10, 1962 for travel and study in Asia.*

Appointments

1. Harris M. Gitlin, Instructor in Agricultural Engineering at a salary of \$7000 per year, on a 12-month basis effective from January 1, 1962 to June 30, 1962.
2. Thomas Danbury, Instructor in the Communications Research Center at a salary of \$7200 per year effective December 1, 1961 to November 30, 1962.
3. Peggy Schomaker, Assistant Professor of Home Management and Child Development at a salary of \$8500 per year effective from January 1, 1962 to June 30, 1962.
4. Mary B. Chapman, Instructor in Nursing at a salary of \$5200 per year on a 10-month basis effective January 1, 1962.
5. Gladys L. Anderson, Associate (Res.) in Psychology at a salary of \$11,135 effective January 1, 1962 to December 31, 1962.
6. Howard L. Miller, Assistant Professor in Information Services and the Institute for Extension Personnel at a salary of \$9500 per year on a 12-month basis effective January 1, 1962.
7. Frederick Russell Shedd, Assistant Professor in the Labor and Industrial Relations Center at a salary of \$9500 per year on a 12-month basis effective February 1, 1962.
8. Don E. Wells, Director of the National Project for Agricultural Communications at a salary of \$8800 per year on a 12-month basis effective January 1, 1962 to September 30, 1962.
9. Etelka Vajda, Librarian, at a salary of \$5700 per year on a 12-month basis effective January 1, 1962.
10. Francis C. Byrnes, Consultant, International Programs, at a salary of \$6500 per year effective November 15, 1961 to March 14, 1962.

Appointments

Transfers

1. Jane W. Venable from Home Economics Agent, Wexford County to Home Economics Agent, Wexford, Missaukee, and Roscommon Counties at a salary of \$5700 per year on a 12-month basis effective January 1, 1962.
2. Betty Louise Guettler, from Home Economics Agent, Missaukee County to Home Economics Agent Mecosta County at the same salary of \$5200 per year on a 12-month basis effective January 1, 1962.
3. Glenn W. Sommerfeldt, from Program Consultant Berrien County to District Extension Agent, Muskegon County at the same salary of \$8000 per year on a 12-month basis effective January 1, 1962.

Transfers
Jane Venable
and
Betty Louise
Guettler
and
Glen Sommer-
feldt

Salary Changes

1. Increase in salary for Sharon L. Hall, 4-H Agent to \$5200 per year effective January 1, 1962.
2. Increase in salary for Betty L. Barber, Home Economics Agent, Wayne County, to \$5600 per year effective January 1, 1962.

Salary inc.
Sharon Hall
and
Betty Barber

*World conditions made it necessary to cancel this leave to Asia (Indonesia). Dr. Dietrich will travel in Europe instead.

4586

NEW BUSINESS, continued

Miscellaneous

Garland Wood
Reassigned
Colombia Proj.

Sab. lve
Florence Rann
cancelled.

Ch. title
Jean McIntyre

Title-Grade
Masuda
Specialist

Retirement-

Lester Brogan

Dr. Robert N.
Monfort

Report death
Andrew Quirrie

Approval
several
recommenda-
tions
Director of
Personnel.

1. Reassignment of Garland P. Wood to the Colombia Project at the same salary of \$12,300 per year, effective from January 1 to March 31, 1962.
2. Cancellation of sabbatical leave of absence for Florence G. Rann, Assistant Professor in Cooperative Extension Service, which was granted from October 1, 1961 to March 31, 1962. Miss Rann has resigned.
3. Change in title of Jean McIntyre from Instructor to Specialist in Health, Physical Education, and Recreation, effective September 1, 1962. Miss McIntyre was removed from the tenure system at the November Trustees' meeting.
4. On July 1, 1961, Grace Masuda was transferred from Board appointment to the classified list. This was an error, since she is an Instructor in Institution Administration; effective September 1, 1962, her title is to be Specialist.
5. Recommendations from the Retirement Committee, as follows:
 - a. Retirement of Lester Brogan, Stockman in the Chemistry Department at a disability retirement salary of \$2,532 per year, effective January 1, 1962. Mr. Brogan was born November 8, 1898, and has been employed by the University since August 1, 1929.
 - b. Retirement of Dr. Robert N. Monfort, Physician at the Health Service, at a disability retirement salary of \$1,424 per year, effective December 22, 1961. Dr. Monfort was born on May 23, 1902, and has been employed by the University since September 15, 1947. He has been on sick leave with pay for several months and without pay since June 23, 1960.
6. Report of the death of Andrew Quirrie on October 24, 1961. Mr. Quirrie was born on May 22, 1890, was first employed by the University on January 1, 1928, and was a groomsman on the University Farms at the time of his retirement on July 1, 1956.
7. Recommendations from the Director of Personnel, as follows:
 - a. Reclassify a Principal Clerk to an Office Assistant VIII position in the office of the Dean of Agriculture
 - b. Establishment of a Senior Departmental Secretary VII in the Institute of Extension Personnel Development.
 - c. Reclassify a Clerk-Typist to a Senior Clerk IV position in the Bureau of Business and Economic Research.
 - d. Establishment of a Clerk-Stenographer III position in the School of Police Administration and Public Safety.
 - e. Transfer of the following positions in Public Safety from the Labor to the Salary Payroll, effective January 1, 1962:
 - 1) Public Safety Officer, 3rd Class, at a salary of \$5216
 - 2) Public Safety Officer, 2nd Class, at a salary of \$5440
 - 3) Public Safety Officer, 1st Class, salary range from \$5614 to \$5872
 - 4) Corporal, at a salary of \$6066
 - 5) Investigator, at a salary range of \$6100 to \$6600
 - 6) Sergeant, at a salary range of \$6100 to \$6600
 - 7) Lieutenant, at a salary range of \$6400 to \$7200
 - f. Reclassify a Principal Food Supervisor X to a Senior Food Manager AP-II in the Kellogg Center.
8. The Academic Council and the Academic Senate recommend to the Trustees for favorable action a reorganization of the University faculty organization. A copy of the bylaws as proposed is being distributed to the Trustees at this meeting and a copy will be placed on file with the material for this Board meeting.

On motion by Mr. Stevens, seconded by Mr. Huff, it was voted to approve the Faculty Organization as presented.

9. The following communication from Mr. Bernitt, Director of Public Safety, is called to the attention of the Trustees:

I am taking this means to formally request your support and official action to obtain an award of commendation from the State Board of Trustees for Officer Harold Kent, of this department.

On the night of November 12, Officer Kent observed the suspicious actions of two males in the parking lot located south of the Library. In order to determine what was happening he approached them and asked what they were doing.

Both subjects ran and he pursued them. One of them subsequently jumped into the Red Cedar River, swam to the center, and then called for help.

Officer Kent removed his outer garments and dove into the river in an unsuccessful attempt to save the life of the person, later identified as Rudolpho Rodriguez.

The exhaustive chase and subsequent effort in the chill waters of the river almost cost the officer his life. Apparently the presence and assistance of two by-standers who pulled Kent from the water's edge aided immeasurably in his safety.

Letter of
commendation
to be sent
Officer Harold
Kent

NEW BUSINESS, continuedMiscellaneous, continued

9. Commendation for Officer Harold Kent, continued:

An official coroner's inquest was conducted and the jury unanimously ruled that Rodriguez's death was accidental and no illegal actions were taken by the officer. The jury also recommended that Kent be commended for his heroism.

Our subsequent investigation has revealed that the deceased, along with an accomplice came specifically onto the campus to steal clothing from parked cars. In fact, they had committed several thefts from cars before Kent came upon them.

The accomplice has already stood mute upon a charge of larceny from a vehicle and is awaiting trial at this time.

Officer Kent's alertness and heroic effort at the risk of his own life were in the highest traditions of the police service, and we as his colleagues are proud to be associated with him.

Recognition of his service by the Governing board of this institution is deemed appropriate and I request your favorable consideration.

On motion by Dr. Smith, seconded by Mr. Huff it was voted to authorize the Secretary to send a letter of commendation to Officer Kent.

Commendation
for Officer
Harold Kent

10. Approval of granting the appropriate degrees to those students who according to the records of the Registrar completed the requirements for graduation at the end of fall term 1961. List on file in Registrar's Office.

11. Dean Ryder met with the Trustees and discussed problems in the future of the College of Engineering.

Gifts and Grants

Gifts and
Grants

1. Gift of dairy laboratory testing supplied valued at \$3,548.29 to be used in the Food Science Department, from The Creamery Package Manufacturing Company of Chicago.

2. Gift of a Tenny humidity cabinet with Foxboro recorder and controls valued at \$1,736 from Parke, David & Company of Detroit, to be used in the School of Packaging.

3. Gift of laboratory equipment valued at \$10,000 from New York University to be used in the Division of Biological Sciences in the Biophysics Program.

4. Gift of a Delineascope Opaque Projector and carrying case valued at \$335 from the American Optical Company of Buffalo, New York, to be used in the Audio-Visual Center.

5. Gift of 809 items of archaeological materials from the North American Indian and Eskimo valued at \$5,165 from Mrs. Donna Boudeman of Kalamazoo, for the Museum.

6. Michigan State University has been advised of the creation of an irrevocable trust by Hazel M. Riese of San Francisco under the terms of which Michigan State University will ultimately receive an oriental art collection valued at approximately \$10,500.*

7. Grant of \$400 from George Romney of Detroit to be used for a student loan fund. This represents his honorarium for his commencement address on December 7, 1961.

8. Grants as follows to be used for scholarship purposes:

- a. \$200 from the Michigan Home Economics Extension Council of Kalamazoo for a foreign student from Guatemala.
- b. \$1,200 from Whirlpool Corporation of Benton Harbor to provide four scholarships for students in Engineering.
- c. To be added to previously established scholarships:
 - 1) \$50 from G. A. Sabine for the MSU Faculty Scholarship Account.
 - 2) \$85 from Massey-Ferguson of Sturgis for the Farm Equipment Service and Sales Scholarship Fund.
 - 3) \$46.50 from Michigan Millers Insurance Company of Lansing for the General Elevator and Farm Supply Scholarship Fund.
 - 4) For the Cooperative Elevator and Farm Supply Scholarship Fund:
 - a) \$75 from Farm Bureau Services-Buchanan Coops, Buchanan
 - b) \$100 from Farm Bureau Services of Marlette
 - c) \$50 from Snover Cooperative Elevator Company of Snover
 - 5) For the Michigan Bankers Scholarship Fund:
 - a) \$100 from Mason-Lake Soil Conservation District of Scottville
 - b) \$100 from the Farmers and Merchants State Bank of Merrill
 - c) \$100 from The Reed City State Bank of Reed City
 - d) \$100 from The Peoples State Bank of East Tawas
 - e) \$900 from the Lenawee County Bankers Association of Adrian
- d. To aid specified students:
 - 1) \$900 from Purolator Products, Inc., of Rahway, New Jersey
 - 2) \$500 from the Detroit Alumni Chapter of Kappa Alpha Theta
 - 3) \$500 from the Detroit Hoo Hoo Club of Mt. Clemens
 - 4) \$667 from the Air Force Aid Society of Washington, D.C.
 - 5) \$125 from the Rapid City Independent School District, South Dakota
 - 6) \$1,750 from The Detroit Edison Company of Detroit
 - 7) \$300 from the Board of Christian Education of Richmond, Virginia

*This collection was received by the Museum in March 1963 and a valuation of \$30,405 has been placed on the collection.

Gifts and Grants, continuedGifts and
Grants

9. Renewal of a memorandum of agreement with the St. Joseph County Board of Supervisors covering a grant of \$1500 to be used under the direction of N. P. Ralston in the Cooperative Extension Service as a contribution toward the salary of an additional agricultural agent.
10. Grant of \$198 from the Michigan Committee on Rural Electrification to be used under the direction of D.E. Wiant in Agricultural Engineering to support the radio program "Electricity at Work for You".
11. Grant of \$1,250.74 from the Michigan Committee on Rural Electrification to be used under the direction of D. E. Wiant in Agricultural Engineering to support the cooperative television project.
12. Renewal of a memorandum of agreement with the Cooperative Grange League Federation of Ithaca, New York, covering a grant of \$2,500 to be used under the direction of L. D. Brown in Dairy to determine the milk production response when cows are changed from ad libitum grain to normal levels of grain at various stages of lactation.
13. Renewal of a memorandum of agreement with The Holstein-Friesian Association of America of Brattleboro, Vermont, covering a grant of \$2,000 to be used under the direction of L. D. McGilliard in Dairy for a study of the genetic and environmental factors affecting the composition of milk produced by Holstein-Friesian cattle in Michigan.
14. Renewal of the following memoranda of agreement with the Michigan Crop Improvement Association to be used in Farm Crops:
 - a. \$2,000 to be used under the direction of H. R. Pettigrove to promote studies in seed improvement work and to assist in conducting the seed certification program in Michigan. A special graduate research assistant is provided.
 - b. \$12,313.68 to be used under the direction of M. W. Adams for the breeding of improved bean varieties, genetic studies of yield, adaptation, and disease resistance in common beans, and studies on breeding methods.
15. Renewal of a memorandum of agreement with the Farmers & Manufacturers Beet Sugar Association of Saginaw covering a grant of \$1,000 to be used under the direction of G. J. Hogaboam in Farm Crops for work on sugar beets in a temporary greenhouse.
16. Grant of \$60 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of J. R. Brunner in Food Science to support travel to scientific meetings for a pre-doctoral fellow.
17. Approval of memoranda of agreement covering grants to be used under the direction of J. W. Goff in the School of Packaging to conduct basic research on problems related to the multi-sponsor research project No. 1 encompassing the control of physical damage to packaged merchandise and packages in all its aspects, as follows:
 - a. \$3,000 from Western Electric Company, Inc., of New York City.
 - b. \$3,000 from The Chesapeake & Ohio Railway Company of Cleveland, Ohio
18. Renewal of a memorandum of agreement with the National Pickle Packers Association of Oak Park, Illinois, covering a grant of \$10,000 to be used under the direction of C. E. Peterson in Horticulture to provide a greenhouse for the purpose of developing varieties of pickling cucumbers especially adapted for mechanical harvesting.
19. Grant of \$500 from the Michigan State Horticultural Society to be used to remodel a laboratory facility in the Horticulture Building.
20. Approval of a memorandum of agreement with CIBA Pharmaceutical Products, Inc., of Summit, New Jersey, covering a grant of \$1,450 to be used under the direction of P. J. Schaible in Poultry Science to study the effect of tranquilizers during growth and fur development to find out if they protect against pelt damage from fighting. This is a mink nutrition project.
21. Renewal of a memorandum of agreement with the Tennessee Valley Authority of Knoxville, Tennessee, covering a grant of \$10,000 to be used under the direction of R. L. Cook and G. L. Johnson in Soil Science and Agricultural Economics to facilitate field and other experimental work and statistical computations for methodological work in determining the effects of various plant nutrients on crop yield response.
22. Approval of a memorandum of agreement with The Proctor and Gamble Company of Cincinnati covering a grant of \$3,000 to be used under the direction of A. E. Erickson and James Tyson in Soil Science to determine the effects of fatty alcohols on the establishment and growth of lawn grasses.
23. Grants as follows to be used under the direction of Accounting and Financial Administration to assist graduate students in that department:
 - a. \$1000 from Mortgage Bankers Association of America of Chicago, to be used under the direction of R. W. Johnson.
 - b. \$1000 from Ernst & Ernst of Detroit, to be used under the direction of J. D. Edwards.

NEW BUSINESS, continuedGifts and Grants, continuedGifts and
Grants

24. Grants as follows to be used under the direction of E. M. Barnet in Marketing and Transportation as contributions for use in the administration of the Programs in Food Marketing Management in support of company fellowships:
 - a. \$500 from The Kroger Company of Nashville, Tennessee
 - b. \$500 from The Kroger Company of Louisville, Kentucky
 - c. \$500 from The Kroger Company of Indianapolis, Indiana
 - d. \$500 from the H. J. Heinz Company of Pittsburgh, Pennsylvania
25. Grant of \$1,260.38 from the Progressive Grocer of New York City to be used under the direction of E. M. Barnet in Marketing and Transportation in furtherance of the study of the relevance of formal education in the development of store managers. A special graduate research assistantship is provided.
26. Grant of \$825 from the United States Independent Telephone Association of Washington, D.C., to be used under the direction of T. A. Staudt in Marketing and Transportation to assist the department in the development of its faculty and programs.
27. Grant of \$2,400 from the International Association of Chiefs of Police to be used under the direction of A. F. Brandstatter in Police Administration to provide a graduate assistantship in the department.
28. Renewal of a memorandum of agreement with the Purdue Research Foundation for the Midwest Council on Airborne Television of Lafayette, Indiana, covering a grant of \$10,000 to be used under the direction of James Page in Education to cooperate in the planning, conduct, and evaluation of the program.
29. Approval of a memorandum of agreement with Cortez F. Enloe, Inc., of New York City covering a grant of \$17,445.75 to be used under the direction of Wayne D. Van Huss in Health, Physical Education, and Recreation to determine the effects of Vitamin C on physical performance.
30. Grant of \$250,000 from the National Science Foundation of Washington, D.C., to be used under the direction of J. D. Ryder in the College of Engineering for support of the construction of research facilities in engineering science.
31. Grant of \$250 from Oldsmobile Division, General Motors Corporation, of Lansing, to be used under the direction of C. A. Tatro in Applied Mechanics for expenses of thesis research for the Master's program for a student.
32. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of \$6,988 to be used under the direction of E. H. Barnes in Botany and Plant Pathology to investigate the use of plant tissue cultures in the study of host-parasite physiology.
33. Grant of \$100 from the Dow Chemical Company of Midland to be used under the direction of R. H. Baker in Zoology and the Museum to be added to the "Museo Dillman S. Bullock Research Fellowship".
34. Grant of \$3,672 from the Eastman Kodak Company of Rochester, New York, to be used in the Chemistry Department; \$2,672 for a fellowship and \$1,000 for research expense.
35. Grant of \$30,200 from the National Science Foundation to be used under the direction of M. T. Rogers in Chemistry for the purchase of electron paramagnetic resonance spectrometer.
36. Grant of \$34,100 from the National Science Foundation to be used under the direction of H. H. Bolotin and W. H. Kelly in Physics and Astronomy for research on nuclear spectroscopy.
37. Grant of \$3,766 from the National Institutes of Health to be used under the direction of D. W. Olmsted in Sociology and Anthropology for a pilot analysis to investigate several methodological alternatives in the study of fundamental mental health concepts. A special graduate research assistant is provided.
38. Extension of the existing contract with the Animal Disease and Parasite Research Division of the United States Department of Agriculture of Beltsville, Maryland, providing an additional sum of \$255,000 (\$85,000 per year) for a period of 3 years beginning July 1, 1962, to be used under the direction of Dean Armistead for the bovine tuberculosis research program. This is subject to the passage by Congress of an appropriation act for each of the years involved.
39. Grant of \$500 from The Dow Chemical Company of Midland to be used under the direction of W. L. Mallmann in Microbiology and Public Health for the development of methods for bactericidal assay of chemicals in solids.
40. Grant of \$30,315 from the National Institutes of Health to be used under the direction of H. L. Sadoff in Microbiology and Public Health to continue his work in the mechanism of heat resistance in bacterial spores. Provision is made for a special graduate research assistants.

NEW BUSINESS, continuedGifts and Grands, continued:Gifts and
Grants

41. Grant of \$12,000 from the National Institutes of Health to be used under the direction of Joseph Meites in Physiology and Pharmacology to study the control by the central nervous system of the secretion of prolactin by the anterior pituitary gland.
42. Grant of \$15,920 from the National Institutes of Health to be used under the direction of C. K. Whitehair in Veterinary Pathology to determine the influence of infection on the nutritive requirements of animals.
43. Grant of \$2,000,000 from the National Institutes of Health for biochemistry and biomedical research buildings. The project is to be considered for payment from fiscal 1963 funds. This is subject to appropriation of the necessary funds, and formal notification of the award will be sent by August 1962.
44. Grant of \$42,000 from the Office of Naval Research of Washington, D.C., to be used under the direction of Vice President Muelder for purchasing a 12-inch Varian magnet and power supply, a helium leak detector, and a Cary #14 spectrophotometer for basic research in materials sciences.
45. The following grants to be used under the direction of L. T. Frymire in Radio Broadcasting to assist in the production and distribution of "Farm Pulse" radio series and other agricultural broadcast activities:
 - a. \$350 from the Michigan Livestock Exchange of Detroit.
 - b. \$1,000 from the Michigan Milk Producers Association of Detroit.
46. Grant of \$60 from the Michigan Chapter of the Young Presidents' Organization of Wyandotte to be credited to the Discretionary Gift Fund. This grant is in appreciation of an address given by Professor William J. Crissy in Marketing and Transportation.
47. Gift of 32 shares of Whirlpool Corporation Common Stock valued at \$996 from P. Eduard Geldhof of Benton Harbor to be credited to the P. Eduard Geldhof Engineer Scholarship, account 31-4595.
48. Gift of 1 share of Monsanto Chemical Company Common stock valued at \$53.75 from Kenneth W. Thompson, Class of 1930, of Birmingham, Michigan. This is Mr. Thompson's 1961 gift to the MSU Development Fund.
49. Grants as follows to be used under the direction of H. R. Neville in Continuing Education for the Christmas Adventure in World Understanding Program:
 - \$50 from the United Church Women of Flint
 - \$140 from Bernice Olds Roe of Lansing
 - \$140 from C. S. Roe of Lansing
 - \$140 from Jane B. Hart of Detroit
 - \$140 from Simon Iron & Steel Corporation of Lansing
 - \$20 from Mrs. Mary S. Freeman of Lansing
 - \$30 from Fred B. Freeman of Lansing
 - \$5 from the Bretton Woods Covenant Church Ladies Aid of Lansing
 - \$500 from Consumers Power Company of Jackson
 - \$400 from the Michigan Bell Telephone Company of Port Huron
 - \$2 from Jeannette P. Erickson of Lansing
 - \$5 from F. G. Kingsbury of Lansing
 - \$10 from the A.B.C. Club of Grand Ledge
 - \$140 from Marshall W. Acker of East Jordan
 - \$70 from Banta-Brooks, Inc., of Lansing
 - \$75 from Douglas Steel Fabricating of Lansing
 - \$25 from Seth Bidwell of Lansing
 - \$50 from Margaret Pearson of East Lansing
 - \$140 from Walter W. Neller of Lansing
 - \$75 from Altrusa Club of Greater Lansing
 - \$25 from Flint Lions Club Auxiliary of Flint
 - \$50 from the Kiwanis Club of Lansing
 - \$50 from Gladys Dobbrastine of Stanton
 - \$50 from Effie L. Moulton of East Lansing
 - \$2 from an anonymous donor

On motion by Dr. Smith, seconded by Mr. Vanderploeg, it was voted to approve all the foregoing New Business

Reports for Board MembersAlterations
and improve-
ments items
approved.

1. The following Alteration and Improvement items have been approved since the November Trustees' meeting:
 - a. Partition in an office-laboratory, 1st floor Horticulture, at a total cost of \$960 of which the Michigan State Horticultural Society will pay \$500. Cost to Michigan State University \$460
 - b. Improve lighting Room 15, Section A, Wells Hall 50

\$510
2. Additional payments to salaried employees since the November Board meeting as per list on file.

MICHIGAN STATE UNIVERSITY-OAKLANDMiscellaneous

1. Change in status of William G. Hammerle from Associate Professor of Physics at a salary of \$9,500 per year on a 10-month basis to Associate Professor of Engineering Science and Director of the Engineering Science Program at a salary of \$14,000 per year on a 12-month basis, effective January 1, 1962.
2. Recommendations as follows from the Director of Personnel:
 - a. Establishment of an Assistant to Executive Director X position with a salary range of \$5400 to \$6780. This position is paid from the Committee on the Undergraduate Program in Mathematics, account 91-5842.
 - b. Reclassify a Principal Clerk to an Assistant-University Services IX position, paid from account 91-9241.
 - c. Establishment of a Departmental Secretary V position for the Committee on the undergraduate Program in Mathematics, paid from account 91-5842.
3. Recommendation that the new dormitory be officially named "Anibal House" in honor of Mr. and Mrs. Benjamin H. Anibal.

Ch. status
Wm. Hammerle
to Dir. Engr.
Sci Program

Approval
recommenda-
tions from
Director of
Personnel

New Dorm to
be named
Anibal House

Gifts and Grants

1. Grants as follows for the Michigan State University-Oakland Scholarship Fund:
 - a. \$526.80 from the Macomb County Scholarship Committee of Mt. Clemens
 - b. \$110 from the Rochester Ministerial Association
 - c. \$275 from the Exchange Club of Booklands of Rochester
 - d. \$510 from the Zonta Club of Pontiac
 - e. \$280 from Delta Upsilon Memorial Foundation of Detroit
 - f. \$140 from Alpha Delta Kappa of Pontiac.
2. Gift of 1,000 shares of General Motors Corporation stock from Mr. and Mrs. Benjamin H. Anibal, to be used under the direction of Chancellor Varner at his discretion, but primarily for completing the dormitory and Oakland Center furnishings and to acquire equipment in the engineering-science area.
3. \$300 from The Pontiac Daily Press to be credited to the MSU-O Discretionary Gift Fund.

Gifts and
Grants

Reports for Board Members

1. Additional payments to salaried employees since the November meeting of the Board of Trustees, as per list on file.

On motion by Mr. Merriman, seconded by Mr. Harlan, it was voted to approve the above MSU-O Items.

ADDITIONAL ITEMSResignations and Terminations

1. Manuel J. Gordon, Assistant Professor (Res.) of Dairy December 31, 1961 to accept a position with Spinco Beckman Corporation in Palo Alto, California.
2. S. MacCallum King, Assistant Professor (Res.) of Soil Science and Farm Crops and Superintendent of the Upper Peninsula Station January 15, 1962. He did not wish to stay in the Upper Peninsula.
3. Philip J. Thorson, Assistant Professor of Mechanical Engineering, August 31, 1962 to accept a position at Drexel Institute of Technology.

Resignations

Leaves--Health

1. Edward C. Prophet, Associate Professor of Geography with full pay from September 1, 1961 to December 31, 1961.

Leaves

Leaves--Other

1. Harold H. Wein, Professor of Personnel and Production Administration without pay from January 1, 1962 to December 31, 1962 to work for the Federal Power Commission.
2. Christopher Sower, Professor (Ext., Res.) of Sociology and Anthropology without pay from January 1, 1962 to February 28, 1962 for a UN Mission to Ceylon.

Appointments

1. Eldon N. Van Liere, Instructor in Art at a salary of \$5600 per year on a 10-month basis effective September 1, 1962 to August 31, 1963.
2. William T. Middlebrook, Adviser, Ryukyus Project, at a salary of \$1500 per month effective January 1, 1962. This is a temporary appointment.

Appointments

ADDITIONAL ITEMS, continuedMiscellaneous

1. Designation of Myles G. Boylan as Professor and Head of the Department of Urban Planning and Landscape Architecture with a salary increase from \$14,200 per year to \$15,500 on a 12-month basis, effective January 1, 1962.
2. Recommendation that Harold W. Lautner, Director of the Division for Physical Plant Planning and Development, retain the title of Professor of Urban Planning and Landscape Architecture.
3. Change in date of leave of absence without pay for Julius S. Kovacs, Assistant Professor of Physics and Astronomy, from January 1 to December 31, 1962, to February 1 to December 31, 1962. His salary is to be paid from account 71-1654 during the month of January 1962.
4. Assignment of Barry N. Floyd, Assistant Professor of Geography, to the Nigerian Project with a salary change from \$8,000 per year on a 10-month basis to \$10,000 per year on a 12-month basis, effective from December 11, 1961, for an indefinite period and paid from account 71-1975.
5. Recommendation for the merging of the Departments of Metallurgical Engineering and Applied Mechanics into the Department of Metallurgy, Mechanics, and Materials Science, effective January 1, 1962.

It is also recommended that Austen J. Smith be named Professor and Head of the new Department with a salary change from \$15,000 to \$16,500 per year, effective January 1, 1962. Dr. Smith will continue to receive an additional \$100 per month as Acting Head of Chemical Engineering.

6. Recommendation from the Retirement Committee for the retirement of Laurence R. Barber, Farm Foreman at the Upper Peninsula Experiment Station, at a retirement salary of \$3,000 per year, effective January 1, 1962. Mr. Barber was born on May 23, 1898, and has been employed by the University since April 1, 1924.
7. Bids have been received for the deep well pump and piping at Michigan State University-Oakland, as follows:

Eames & Brown, Inc.	\$11,425
Laya Plumbing & Heating Co.	12,137
John E. Green Plumbing & Heating Co.	12,280

It is recommended that the contract be awarded Eames & Brown, Inc., the low bidder, for \$11,425. This will be charged approximately \$5,000 to the Student Services Building and the balance to the Science Building Utility Budget.

Gifts and Grants

1. Gift of 300 assorted transistors and diodes valued at \$1,500 from the Texas Instruments Foundation of Dallas, Texas, to be used for research and the student laboratory in Electrical Engineering.
2. Grants as follows for scholarship purposes:
 - a. To continue previously established scholarships:
 - 1) \$10 from Virginia Summers of Lansing for the Clark and Margaret Brody Scholarship Fund.
 - 2) \$100 from Lucille Coplan of New York City for the Mrs. Maurice Coplan Scholarship.
 - 3) \$250 from the J. L. Keeshin Transport System of Toledo, Ohio, to continue the J. L. Keeshin Scholarship.
 - b. For specified students:
 - 1) \$1,341.55 from the M & S Foundation of Hudson
 - 2) \$93 from the Kent County Alumni Club of Grand Rapids
3. Grant of \$243 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of G. L. Kilgour in Biochemistry as a special allowance on behalf of a pre-doctoral fellow.
4. Grant of \$10,982 from the National Institutes of Health to be used under the direction of A. M. Pearson and B. S. Schweigert in Food Science for the isolation and identification of meat flavor components. Provision is made for special graduate research assistants.
5. Approval of a memorandum of agreement with The Albion Division, McGraw-Edison Company of Albion covering a grant of \$3,000 to be used under the direction of J. W. Goff in the School of Packaging to conduct basic research on problems related to the control of physical damage to packaged merchandise and packages in all its aspects.
6. Approval of a memorandum of agreement with the International Business Machines Corporation of New York City covering a grant of \$49,620 to be used under the direction of R. J. Reid in the Division of Engineering Research for investigations of analytical methods and computer programs applicable to the analysis of a general class of computer memories. Provision is made for special graduate research assistants.
7. Grant of \$56,800 from the National Science Foundation of Washington, D.C., to be used under the direction of H. E. Koenig in Electrical Engineering for research on system design and synthesis.

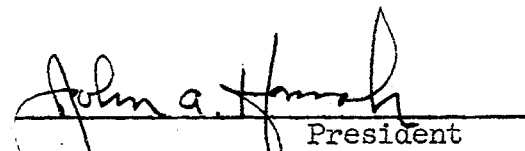
ADDITIONAL ITEMS, continuedGifts and Grants, continuedGifts and
Grants

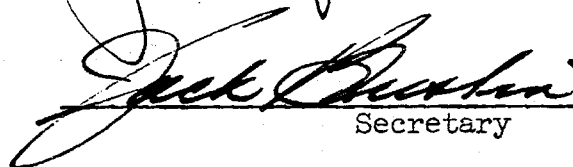
8. Grant of \$27,800 from the United States Air Force of the Wright-Patterson Air Force Base, Ohio, to be used under the direction of R. N. Hammer and J. B. Kinsinger in Chemistry for research work on inorganic heteropolymers. Provision is made for a special graduate research assistant.
9. Grant of \$8,378 from the Atomic Energy Commission of Washington, D.C., to be used under the direction of R. H. Schwendeman and J. L. Dye in Chemistry for studies in electrochemistry and spectra of metal-ammonia and metal-amine solutions. Provision is made for special research assistants.
10. Renewal of a memorandum of agreement with Farm Bureau Services of Lansing covering a grant of \$1,500 to be used under the direction of A. O. Haller in Sociology and Anthropology to analyze the role of customers' attitudes and other variables on marketing supplies and services provided by the Farm Bureau Services.
11. Grant of \$250 from the National Institutes of Health to be used under the direction of Joseph Meites in Physiology and Pharmacology for a travel allowance for a pre-doctoral fellow to present results of his work at national meetings.
12. Grant of \$15,000 from Jessie T. Fee of Adrian to be used for the support of the Hidden Lake Gardens.
13. Gift of one share of International Business Machines Corporation capital stock valued at \$577 from C. C. Hurd of San Jose, California. The purpose of this gift is to establish the Professor Lewis Richards Music Scholarship. Early in 1962, the University will receive another share of stock, and the Company will match the gift of both shares. Until all monies are in, proceeds of the stock sale as well as the matching gifts are to be credited to the MSU Development Fund, account 31-1190.
14. Grants as follows to be used under the direction of H. R. Neville in Continuing Education for support of the Christmas Adventure in World Understanding Program:
 - \$50 from the Rotary Club of Lansing
 - \$10 from Virginia Dunn of East Lansing
 - \$35 from the Business and Professional Women's Association of Grand Rapids
 - \$50 from Mourer Insurance Agency of Lansing
 - \$138 from H. J. Stoddard of Lansing
 - \$75 from Stannard L. Baker of East Lansing
 - \$25 from Capitol Steel Division of East Lansing
 - \$115 from the Michigan Farm Bureau of Lansing
15. Approval of an extension of the Brazil Contract with the Agency for International Development extending the contract for an additional period through September 30, 1964, and providing supplementary funds to the extent of \$140,000.
16. Grant of \$5,000 from O. W. Mourer of Lansing to be credited to Special Deposits, account 32-3801, for a special project mutually agreeable to the donor and the University.

On motion by Mr. Stevens, seconded by Mr. Huff, it was voted to approve all the Additional Items.

The meeting adjourned at 12:30 p.m.

The next meeting will be held on Friday, January 19, 1962.


President


Secretary