

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE
November 18, 1960

The Finance Committee convened at 10 a.m. in the Board Room.

The following members were present:

Messrs. Harlan, Huff, Merriman, Smith, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Miller

Absent: Dr. Bartlett

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

Pension and Retirement Fund

Recommend purchasing:

Amount	Security		Approx. Price	Principal	Income	Yield
300 shs. (1,200 shs. held)	Columbia Broadcasting System	\$1.40	40	\$12,000	\$420	3.5%
200 shs. (1,000 shs. held)	Ford Motor	3.00	65	13,000	600	4.6%
100 shs. (700 shs held)	National Steel	3.00	78	7,800	300	3.8%
100 shs. (750 shs. held)	Republic Steel	3.00	54	5,400	300	5.5%
200 shs. (1000 shs. held)	Westinghouse Electric	1.20	50	10,000	240	2.40%
				<u>\$48,200</u>	<u>\$1,860</u>	

Forest Akers Fund

Recommend selling:

\$5,000 U. S. Treasury 4s, 5/15/63 (\$9,000 held)			101	5,050	200	3.3%
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Recommend purchasing

80 shs	Ford Motor	3.00	65	5,200	240	4.6%
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Jenison Fund

Recommend selling:

100 shs	Eastman Kodak	1.80+	107	10,700	180+	1.7%
\$12,000 (\$15,000 held)	U. S. Treasury 4s, 5/15/63		101	12,120	480	3.3%
				<u>\$22,820</u>	<u>\$600+</u>	

Recommend purchasing:

200 shs	Westinghouse Electric	1.20	50	10,000	240	2.4%
300 shs.	Columbia Broadcasting System	1.40	40	12,000	420	3.5%
				<u>\$22,000</u>	<u>\$660</u>	

Consolidated Investment Fund

Recommend selling

\$17,000	U.S. Treasury 4s, 5/15/63		101	17,170	680	3.3%
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Plus cash added from Wilhelm Fund
and McNamera Fund

2.00
24,600
\$41,770

Recommend purchasing:

200 shs. (100 shs. held)	Deere & Company	2.00	47	9,400	400	4.2%
100 shs. (200 shs held)	Westinghouse Electric	1.20	50	5,000	120	2.4%
100 shs. (204 shs. held)	Radio Corp. of America	1.00	53	5,300	100	1.9%
100 shs. (100 shs. held)	National Steel	3.00	78	7,800	300	3.8%
400 shs	Great Atlantic & Pacific Tea	1.00	35	14,000	400	2.9%
				<u>\$41,500</u>	<u>\$1,320</u>	

Investment
recommendations

Finance Committee Items, continued:

1. Recommendations from Scudder, Stevens & Clark and Earl Cress, continued:

Harley V. McNamera Scholarship Fund

Recommend selling; then transferring to Consolidated Investment Fund:

		Approx. Price	Principal	Income	Yield
228 shs. National Tea	\$0.80	14	3,192	182	5.7%

Philip W. Wilhelm Fund

Recommend selling, then transferring proceeds to the Consolidated Investment Fund:

200 shs. Eastman Kodak	1.80+	107	21,400	360+	1.7%
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On motion by Mr. Harlan, seconded by Mr. Vanderploeg, it was voted to approve the investment recommendations.

Investments to be transferred in name of Board of Trustees

2. Many of our investments are held in the name of the State Board of Agriculture. The transfer agents require a formal Board resolution authorizing the transfer or reissue of certificates to the Board of Trustees of Michigan State University.

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve the above item and Mr. May is hereby authorized to execute any and all certificates necessary to effectuate the reregistration in the name of the Board of Trustees.

\$2000 approp. History Budget.

3. Appropriation of \$2,000 for the labor budget of the History Department.

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

Offer of \$100,000 for Woodward Ave. property rejected.

4. Report by Mr. Carr and Mr. May on developments in connection with the foreclosure of the mortgage on the Woodward Avenue property and negotiations with Messrs. Golden, Jacob, Garber and others.

After considerable discussion, on motion by Mr. Huff, seconded by Dr. Smith, it was voted to authorize Mr. Carr and Mr. May to reject the offer of \$100,000 for this property made by Dr. Golden and to instruct Mr. Carr, as the University attorney, to take all measures that are available to completely protect the financial interests of Michigan State University in this matter.

Alt. Rm. 112 Women's Intramural Bldg approved

5. It is recommended that the Board authorize alterations in the ventilating system in Room 112 of the Women's Intramural Building at an estimated cost of \$3,280 to be charged to Alterations and Improvements budget.

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

Grant of \$167,000 accepted from The Commonwealth Fund

6. In August we requested of The Commonwealth Fund of New York a grant to cover the cost of the study and development of an integrated program for teaching and research in medicine, the biological sciences, and related areas. A communication of November 14 from Malcolm Aldrich, President of The Commonwealth Fund, advises us that their Board has voted to grant \$167,000 to finance this proposed two-year study, and a check for \$82,000 covering the first year's work has been received. Provost Miller and the committee studying the future role of this University in medical science reported to the Trustees at the luncheon.

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve the above grant from The Commonwealth Fund.

Approval new conditions covering group life insurance

7. Mr. May presented to the Board the new conditions that are recommended covering the group life insurance policy for University employees.
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- (This proposal in detail is filed with the material for this Board meeting.)

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

Interest of 4% to be charged on student loans

8. We have reached an emergency situation in availability of funds for student loans. Our policy of interest-free loans results in many students borrowing from our limited funds when they could as well borrow from banks or other agencies. It is recommended that the Board authorize the following recommendations as proposed by Mr. May:
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- a. Establishment of an interest charge of 4% or 5% on all new loans for over 90 days, or loan renewals approved after December 1, 1960. Under the proposed policy, interest would be charged on all loans except when the loan fund was established by a donor with the provision that there be no interest charge.
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- b. In order to insure that there be no loss of trust funds, I would like to recommend the

Finance Committee Items, continued:

8. Recommendations re: interest to be charged on student loan funds:

b. Continued:

establishment of a \$125,000 reserve fund from additional fees collected as a result of the increases in student fees. This is to be the same \$125,000 authorized by the Trustees at the June 1960 Board meeting. Any loan made from trust funds would be transferred to the reserve account after it had been delinquent for 30 days.

c. If the Board approves items "a" and "b" above, I would recommend that the Board authorize the investment of up to \$250,000 of cash balances and other available funds in student loans.

On motion by Mr. Merriman, seconded by Dr. Smith, it was voted to approve the recommendation in Item 8. An interest rate of 4% is to be charged.

Owen Hall charges to be \$168 per term single, and \$126 double

9. Mr. May and Mr. Foster recommend that effective for the present quarter the recommended charges in Owen Hall be changed from \$60 per month to \$168 per term per student in single rooms, and \$126 per term per student in double rooms.

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

10. A communication was received from the All-University Student Government suggesting that if in the opinion of the Board, it is desirable to get student opinion on matters coming before the Board, the President of Student Government would be glad to be invited to appear before the Board at the discretion of the Board.

All-University Student Gov. offers to get student opinion on matters coming to Board.

On motion by Mr. Merriman, seconded by Mr. Vanderploeg, it was voted to authorize the President to express the appreciation of the Board of Trustees for the cooperative attitude expressed in the letter from Gil Cox, Chairman of the AUSG Executive Board.

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
November 18, 1960

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

Absent: Dr. Bartlett

The meeting was called to order at 1:55 p.m. in the Heritage Room at Kellogg Center.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

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

Approval Finance Com. Items.

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

2. Approval of easement agreements with the Chesapeake and Ohio Railroad Company for the purpose of installation of a sewer under the C & O tracks at Station 4165 plus 70, and the installation of a storm sewer under the C & O tracks. These installations are necessary in order to properly service the new TB research building.

Approval 2 easements C & O Railroad

On motion by Mr. Merriman, seconded by Mr. Stevens, it was voted to approve the above easements.

3. Chancellor Varner recommends that Michigan State University-Oakland be authorized to operate on a trimester plan effective September 1, 1961.

MSU-O to operate on trimester plan

On motion by Mr. Vanderploeg, seconded by Mr. Stevens, it was voted to approve the above recommendation from Chancellor Varner.

NEW BUSINESS

Resignations and Terminations

Resignations

1. M. June Wilkinson, Assistant Leader 4-H Clubs, November 16, 1960. Miss Wilkinson was married and wishes to become a full-time homemaker.
2. Samuel T. Bass, Instructor (Res.) in Agricultural Chemistry, October 31, 1960 to be changed to the classified payroll.
3. Cancellation of the appointment of Franco Lumachi, Specialist in Education, October 1, 1960.
4. Ralph L. Hamilton, Assistant Agricultural Editor, Information Services, January 10, 1961, to accept a position as Professor and Head of the Department of Information at the University of Tennessee.

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NEW BUSINESS, continued

Leaves

Leaves--Sabbatical

1. George R. Myers, Associate Professor of Education with full pay from January 1, 1961 to March 20, 1961 for study and writing of two books.
2. John A. Waite, Associate Professor of English with full pay from April 1, 1961 to August 31, 1961 for study and travel in England and Europe.
3. Frederic E. Reeve, Professor of Communication Skills, with full pay from March 27, 1961 to June 11, 1961 for study and travel in Japan and the Far East.
4. Walter N. Mack, Professor of Microbiology and Public Health with full pay from July 1, 1961 to December 31, 1961 for study at MSU and the University of Michigan.

Leaves--Health

1. Irene M. Baird, Home Economics Agent, Ogemaw County, with full pay from November 1, 1960 to December 31, 1960.
2. Marjorie Eastman, Associate Professor (Ext.) Home Economics, with full pay from November 1, 1960 to December 31, 1960.
3. Anne M. McGurk, Assistant Professor of Communication Skills with full pay from January 1, 1961 to March 31, 1961.
4. Arthur D. Angel, Associate Professor of Social Science with full pay from October 17, 1960 to December 31, 1960.

Leaves--Other

1. Robert E. Braden, Agricultural Agent, Huron County, without pay from November 5, 1960 to November 4, 1961 to continue work with Consumers Committee.
2. Eugene P. Whiteside, Professor of Soil Science without pay from April 1, 1961 to June 30, 1961 to work on a Rockefeller Foundation Project in Mexico.
3. Leland E. Traywick, Assistant Dean of Business and Public Service and Professor of Economics without pay from December 1, 1960 to November 30, 1961 to work with the Committee for Economic Development.
4. Herbert W. Olson, Instructor in Health, Physical Education and Recreation without pay from January 1, 1961 to August 31, 1961 to study at the University of Michigan.

Appointments

Appointments

1. Walter Stewart Carpenter, District Horticulture Agent, Van Buren, Cass, Berrien, Allegan and Kalamazoo Counties at a salary of \$9,000 per year effective January 1, 1961, 12 mo basis.
2. Clark D. Paris, Instructor (Res.) in Horticulture at a salary of \$5200 per year from November 1, 1960 to November 30, 1960, 12 month basis.
3. Charles E. Doell, Professor (Res.) of Resource Development at a salary of \$3000 for the period January 3, 1961 to March 20, 1961.
4. Lawrence J. Giacoletto, Professor of Electrical Engineering and Engineering Research at a salary of \$14,000 per year on a 10-month basis effective November 21, 1960.
5. Norman C. Hunt, Distinguished Visiting Professor of Humanities at a salary of \$4000 for the period September 1, 1961 to December 31, 1961.
6. Lottie J. Vincent, Assistant in Mathematics at MSU=0 at a salary of \$6600 per year on a 12-month basis effective November 21, 1960 to July 31, 1962.
7. Marvin H. Murphy, Specialist, Vietnam Project, at a salary of \$12,775 per year on a 12-month basis effective October 23, 1960 to December 27, 1960.
8. Bob W. Rowland, Traffic and Continuity Director, TV Broadcasting at a salary of \$6400 per year on a 12-month basis effective November 1, 1960 to June 30, 1961.
9. Robert W. Moody, Instructor in Military Science at a salary of \$20 per month effective October 1, 1960 to June 30, 1961.

Transfers

Transfers

1. Mildred M. Omlor from Home Economics Agent Jackson County to Home Economics Agent, Newaygo County at the same salary of \$8300 per year effective January 1, 1961.
2. Nicky Allan Smith, from Agricultural Agent, Wayne County, to Instructor (Ext.) in Botany and Plant Pathology at a salary of \$8000 per year effective November 1, 1960
3. Melvin C. Buschman, from Regional Director Continuing Education to Associate Director of Admissions and Scholarships and Assistant Professor of Education at \$12,400 on a 12-month basis effective December 1, 1960.

NEW BUSINESS, continuedSalary Changes

1. Increase in salary for Fred J. Peabody, Extension Director, Ionia County to \$8800 per year effective December 1, 1960.
2. Increase in salary for John X. Jamrich, Professor of Education to \$14,000 per year effective November 1, 1960.
3. Increase in salary for Bernard I. Duffey, Professor of English to \$10,500 per year, effective December 1, 1960.
4. Increase in salary for Midori Battistini, Librarian, to \$5700 per year effective December 1, 1960.

Salary inc.
Fred Peabody

John Jamrich

Bernard Duffey

M. Battistini

On motion by Mr. Merriman, seconded by Mr. Vanderploeg, it was voted to approve the Resignations and Terminations, Leaves, Appointments, Transfers and Salary Changes.

Miscellaneous

1. The following actions are recommended by the Department Heads and the Deans in accordance with the tenure rules:
 - a. Associate Professors who have served their probationary terms and acquire tenure with this reappointment, effective September 1, 1961:

Approval
tenure
actions

Robert Gustafson	Agricultural Economics
Robert A. Aldrich	Agricultural Engineering
Maurice W. Adams	Farm Crops
Eldon A. Behr	Forest Products
Harold J. Ecker	Short Courses
Lloyd D. Musolf	Political Science
John M. Parsey	Bureau of Educational Research
Harold L. Dahnke, Jr.	Education & Institutional Research
Terry Triffet	Applied Mechanics
Esther M. McGregor	Nursing
Armon F. Yanders	Zoology
M. Eugene Hall	Music
Hazard Adams	English
Morton M. Gordon	Physics and Astronomy
Kwan-Wai So	Foreign Studies
Gilman M. Ostrander	History
James B. McKee	Sociology and Anthropology & Continuing Education
Wayne Taylor	Science and Mathematics Teaching Center
J. Thomas Bell	Anatomy
Carlton C. Ellis	Veterinary Pathology

- b. Assistant Professors who have served their probationary terms and acquire tenure with this reappointment, effective September 1, 1961:

Amalie M. Vasold	Cooperative Extension Service
Burton J. Cargill	Agricultural Engineering
Roy S. Emery	Dairy
John D. Downes	Horticulture
Charles W. Strieby	Urban Planning and Landscape Architecture
C. Blair MacLean, Jr.	Education
Roy K. Niemeyer	Health, Physical Education, and Recreation
Harold R. Henry	Civil Engineering
Bernetta Kahabka	Textiles, Clothing, and Related Arts
John L. Lockwood	Botany and Plant Pathology
Virginia C. Breiner	Nursing
Lindsey Decker	Art
Ethel Armeling	Music
Merrell L. Sherburn	Music
Wendell Westcott	Music
Jerry A. Cowen	Physics and Astronomy
Harold Forstat	Physics and Astronomy
William H. Kelly	Physics and Astronomy
John N. Ward	Natural Science
David T. Clark	Microbiology and Public Health
Clyde K. Smith	Microbiology and Public Health
Paul O. Fromm	Physiology and Pharmacology
Harold E. Gray	Continuing Education

- c. Second probationary appointment as Assistant Professors for three years from September 1, 1961:

John N. Ferris	Agricultural Economics
John Moore	Agricultural Economics
John W. Andresen	Forestry
Roger L. Bowlby	Bureau of Business and Economic Research
Anne C. Garrison	Bureau of Business and Economic Research

NEW BUSINESS, continuedApproval
tenure actionsMiscellaneous, continued

1. Recommended actions in accordance with tenure rules, continued:

c. Second probationary appointment as Assistant Professors for three years from September 1, 1961, continued:

Carl T. Brehm, Jr.	Economics
Andrew Brimmer	Economics
O. Charles Press	Political Science and Continuing Education
S. Sidney Ulmer	Political Science
Richard D. Duke	Urban Planning and Landscape Architecture & Cont Educ.
Stewart D. Marquis	Urban Planning and Landscape Architecture & Cont Educ.
Erwin P. Bettinghaus	Speech
James M. Crowner	Education
Donald Meaders	Education
Martin G. Keeney	Electrical Engineering
Jean B. Stange	Textiles, Clothing and Related Arts
Hans Lampl	Music
Norman S. Grabo	English
Harry A. Eick	Chemistry
William H. Reusch	Chemistry
William J. Hinze	Geology
Paul Axt	Mathematics
Patrick H. Doyle	Mathematics
Meyer Garber	Physics and Astronomy
Don B. Lichtenberg	Physics and Astronomy
Paul M. Parker	Physics and Astronomy
Joseph Reyher	Psychology
Kenneth R. Wurtz	Psychology
John C. Howell	Sociology and Anthropology
Herbert Bergman	Communication Skills
Albert Karson	Communication Skills
Joseph Waldemeier	Communication Skills
Harold Bahlke	Humanities
Frederick I. Kaplan	Humanities
Bishop N. Pipes	Humanities
James R. Stamm	Humanities

d. Promote to Assistant Professor effective September 1, 1961:

*Wesley I. Schmidt	Hotel, Restaurant, and Institutional Management
Donald A. Schmidt	Veterinary Pathology
William F. Yeoman	Intercollegiate Athletics

e. Third probationary appointment as Instructors for a period of three years from September 1, 1961:

Earl Brown	Agricultural Economics
Ralph E. Morrow	Animal Husbandry
Leslie M. Reid	Resource Development
Boyd G. Ellis	Soil Science
Douglas C. Keister	Hotel, Restaurant, and Institutional Management
Clark E. DeHaven	Personnel and Production Administration & Cont Educ
Paul M. Shields	Police Administration and Public Safety
Gene V. Elliott	Health, Physical Education, and Recreation
Hotten A. Elleby	Civil Engineering
Adolph E. Smith	Electrical Engineering
William H. Loyd	Mechanical Engineering
Lloyd G. Ritzema	Mechanical Engineering
Emily Sue Hobbs	Home Management and Child Development
Joseph Oudyn	Home Management and Child Development
Barbara A. Spilker Stowe	Textiles, Clothing and Related Arts
Charles M. McDermid	Music and Continuing Education
David D. Anderson	Communication Skills
Marilyn M. Culpepper	Communication Skills
R. Edward Richeson, Jr.	Communication Skills
Charles I. Switzer	Communication Skills
Daniel K. Stewart	Natural Science
Oscar Taboada	Natural Science
Clayton H. Wells	Continuing Education

f. Second probationary appointment as Instructors for a period of two years from Sept. 1, 1961:

John G. Haygreen	Forest Products
Lawrence J. Baril	Police Administration and Public Safety
Milo Chalfant	Police Administration and Public Safety
Glenn M. Schultz	Police Administration and Public Safety
Frank C. Rutledge	Speech
Shirley A. Brehm	Education
Ronald G. Rex	Education

*Pending granting of the Doctor of Education Degree.

NEW BUSINESS, continuedMiscellaneous, continued

1. Recommended actions in accordance with tenure rules, continued:

f. Second probationary appointments as Instructor for 2 years from September 1, 1961:

Approval
tenure
actions

Horton C. Southworth	Education
Thomas Rand	Health, Physical Education, and Recreation
M. Dolores Ardrey Samuel	Health, Physical Education, and Recreation
Eugene N. Russell	Civil Engineering
Julian Kateley	Computer Laboratory
Evely C. Appel	Foods and Nutrition
Vera Borosage	Home Management and Child Development & Cont. Educ.
Robert D. Bullard	Textiles, Clothing, and Related Arts
D. Gordon Rohman	English
Thomas L. Bushell	History and Continuing Education
Paul M. Hurrell	Philosophy
G ene Bluestein	Communication Skills
Stephen F. Elliston	Communication Skills
Lloyd M. Scott	Communication Skills
Richard E. Bjork	Social Science
Robert S. Lipe	Microbiology and Public Health
James A. Ray	Microbiology and Public Health
Ulreh V. Mostosky	Surgery and Medicine
Eugenia S. Szpieg	Veterinary Pathology
Thomas A. Collins	Continuing Education
Daniel R. McLaughlin	Continuing Education
William M. Ozburn	Continuing Education

2. Reappointment of the following individuals who have served their probationary periods effective for one year from September 1, 1961:

Herbert Garfinkel	Political Science and Bureau of Social and Political Research
Irving L. Dahljelm	Microbiology and Public Health

3. Reappointment of the following individual who has served his probationary period, effective until his return from Vietnam in September 1962:

Frank S. Roop	Mechanical Engineering
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4. The following individuals are not recommended for reappointment and thereby terminate employment on August 31, 1961:

Robert L. Salsbury	Agricultural Chemistry
Norman C. Higgins	Forest Products
Earl H. New	Horticulture
Alice M. Harrison	Business Services and Education
William P. Smith	Economics
A. Donald Caven	Urban Planning and Landscape Architecture
Mary C. Hill	Education
James R. Burnett	Mechanical Engineering
Phillip J. Thorson	Mechanical Engineering
Cecelia M. Roach	Textiles, Clothing and Related Arts
Kathleen K. Donnelly	Nursing
Ruth J. Snure	Nursing
Peter H. Ovenburg	Zoology
Stanley Finn	Music
Edward Norman	Mathematics
John H. DeHardt	Statistics
Rachandra Desai	Foreign Studies
Earl R. Carlson	Psychology
James P. Harkness	Sociology and Anthropology
C. Gratton Kemp	Communication Skills
Frank T. Rice	Communication Skills
Michael L. Dark	Anatomy

On motion by Mr. Huff, seconded by Mr. Harlan, it was voted to approve the tenure recommendations.

5. Delay for an indefinite period of the appointment of Leroy R. Dugan, Jr. in Food Science. His appointment was to have been effective on November 1, 1960.

L.R. Dugan's
appointment
delayed in-
definitely.

6. Change in status of Daniel Goldrich, Assistant Professor in the Bureau of Social and Political Research and Political Science, from a temporary appointment to a regular appointment subject to tenure rules, effective as of September 1, 1959.

Daniel Gold-
rich changed
to regular
appointment.

7. Designation of David K. Berlo as Associate Professor and Head of General Communication Arts and Associate Director of the National Projects in Agricultural Communications at the same salary of \$14,000 per year, effective November 1, 1960, paid 50% from 11-4511 and 50% 31-3903

D.K. Berlo
designated
Assoc. Dir.
Nat. Proj
Agric. Comm.

NEW BUSINESS, continuedHuber Ellingsworth designated Dir. ICA Seminars Miscellaneous, continued

8. Designation of Huber W. Ellingsworth as Assistant Professor of General Communication Arts and Director of ICA Seminars for Communication with his salary increased from \$7500 per year on a 10-month basis to \$8000 per year on a 10-month basis, effective November 1, 1960 and paid 100% from 71-2042.
- Herman King, Prof., Dir. Div Bio Sci. & Asst. Dean Grad. Prog. Sci & Art 9. Designation of Herman L. King as Professor, and Director of the Division of Biological Science, and assistant Dean for Graduate Programs in the College of Science and Arts with a salary increase from \$12,300 on a 12-month basis to \$12,800 on a 12-month basis, effective December 1, 1960.
- L.C. Ferguson changed to \$14,300 yr 12 mo basis. 10. Change in salary for LeRoy C. Ferguson who has been assigned to the Nigeria Project, from \$13,000 per year to \$14,300 per year on a 12-month basis, effective from November 14, 1960 to to November 13, 1961 and paid from 71-2024.
- Retirement Roe Cochran app. 11. Recommendation from the Retirement Committee for the retirement of Roe Cochran, employed in Buildings and Utilitites, at a retirement salary of \$1736 per year, effective January 1, 1961. Mr. Cochran was born on November 13, 1895, and has been employed by the University since December 1, 1939.
- Report of death of Herbert Glen Mosher 12. Report of the death of Herbert Glen Mosher on October 12, 1960. Mr. Mosher was born on April 21, 1887, was first employed by the University on April 7, 1924, and was employed in the Stores Department at the time of his retirement on July 1, 1952.
- Approval recommendations Dir. Personnel. 13. Recommendations from the Director of Personnel, as follows:
 a. Reclassification of a Typist-Dictaphone Operator to a Supervisor II position at Michigan State University-Oakland, paid from 91-9681
 b. Establishment of a Landscape Engineer IVAB position in Campus Planning and Grounds Maintenance, paid from account 21-2542.
 c. Reclassification of a Library Clerk III to a Junior Librarian IIA position in the Library.
- Robt. Alexander promoted to Asst. Prof. at \$7200 yr. 14. Promotion of Robert S. Alexander to Assistant Professor of Art and increase in salary from \$6500 to \$7200 per year effective December 1, 1960.

On motion by Mr. Vanderploeg, seconded by Mr. Stevens, it was voted to approve Miscellaneous Items 5 through 14.

- Contracts awarded to low bidders on Science Bldg. MSU-0 15. Vice President May has discussed the bids received on the following projects and has received telephone authorization to permit the successful bidders to begin to work in anticipation that the Board will approve contracts to the low bidder at today's meeting:
 a. The Science Building at Michigan State University-Oakland

General Contract

J. A. Fredman	\$ 944,880
J. A. Utley	957,300
Bundy Construction Co.	965,000
O. W. Burke Co.	983,000
R. E. Dailey Co.	987,500
Darin & Armstrong	990,000
Perron Construction Co.	1,007,000
A. Z. Shmina Co.	1,037,300

(Schurrer Construction Company--bid rejected--no base bid amount indicated)

Mechanical Contract

Laya Plumbing & Heating	430,000
Shaw-Winkler Company	442,244
Zeni & Maguire	448,500
Allen Briggs Co.	451,800
Mechanical Heat & Cold	481,000
Donald Miller Co.	498,300
R. L. Spitzley Co.	504,300
Lorne Plumbing & Heating	505,100
J. E. Green Plumbing & Heating	519,900
Goss Mechanical	564,000
Eames & Brown	571,900

Electrical Contract

Schultz Electric Service	188,750
Cates Electric Company	199,147
Soma Electric Co.	202,880
C. & L Electric Co.	204,827
Fred W. Moote, Inc.	214,694
Paas Electric	218,972
Hydon-Brand Co.	230,854
John H. Busby Co.	233,150
E. R. Switzer Electric	236,330
Long Electric Co.	260,332

NEW BUSINESS, continuedMiscellaneous, continued

15. Bids Science Building at Michigan State University-Oakland, continued:

Elevator Contract

Detroit Elevator Co.	\$ 18,230
Lardner Elevator Co.	19,237
Acme Elevator Co.	19,563
Ledermann Elevator Co.	19,675
Otis Elevator Co.	21,556

It is recommended that contracts be awarded to the following firms:

General Contract--J. A. Fredman	\$944,880
Mechanical Contract--Laya Plumbing & Heating	430,000
Electrical Contract--Schultz Electrical Service	188,750

Although the bids were a little higher than anticipated, it was possible to work with the architect and the successful contractors in making changes of materials to save approximately \$45,000. It is recommended that the contract for the award of the elevator bid be deferred at this time. It is hoped that the allowance for contingencies will be large enough to permit the award of the contract after construction progresses.

The following budget for this project is recommended:

Professional fees	\$ 85,500
Construction (including general, mechanical, electrical, and elevator)	\$1,537,392
Utilities	80,000
Site	70,000
Furnishings and Equipment	200,000
Contingencies	27,108
Total	\$2,000,000

On motion by Mr. Harlan, seconded by Mr. Stevens, it was voted to approve awarding the General, Mechanical and Electrical contracts to the low bidders on the Science Building at MSU-0.

b. The following bids were received on the relocation of dairy facilities:

General Contractors

Banta-Brooks, Inc	\$209,000
B. J. Siwek	234,440
Hausman Construction	239,185
Hanel-Vance	239,300
Clark Construction Co.	250,645
Dexter Thornton	294,123

Mechanical Contractors

W. A. Brown	36,966
Cole Plumbing	38,890
Lowery	40,400
Great Lakes	40,900
C. G. Brenner	42,285
United Piping	42,775
Shaw-Winkler	44,777

Electrical Contractors

East Lansing Electric	24,948
Hall Electric	25,949
Root Electric	26,724
Central Electric	28,230
Hatzel and Buehler	28,960
Lansing Electric Motors	30,785

The following budget has been established for this project:

Construction	\$270,914
Site Improvement	22,200
Grading	6,300
Utilities	10,500
Equipment	57,000
Fees--Olds and Bolton	7,640
Supervision and Plans--Ross	5,000
Thornton--Estimate	8,000
	\$387,554
Loose Housing Barn	45,000
Caretaker's House	8,500
	\$441,054
Contingencies	8,946
	\$450,000

Contracts awarded low bidders on relocation of dairy facilities.

On motion by Mr. Merriman, seconded by Mr. Vanderploeg, it was voted to approve awarding the contracts to the low bidders for the relocation of the dairy facilities.

NEW BUSINESS, continuedGifts and
GrantsGifts and Grants

1. Gift of 2 wedge-roll over-running clutches valued at \$100 from The Hilliard Corporation of Grosse Ile for use in Agricultural Engineering.
2. Gift of a Magnavox Television set valued at \$299 from The Magnavox Company of Fort Wayne, Indiana, to be used in the lobby of Kellogg Center.
3. Grants as follows to be used for scholarship purposes:
 - a. \$200 from Wesley Aves of Grand Rapids to establish two prizes of \$100 each: one for The Aves Award for Outstanding Competence in Advertising to be presented to the student who has shown the greatest all-round excellence in the advertising program; the other for The Aves Award for Excellence in Copy to be presented to the student who has demonstrated the greatest creative competence in advertising copy.
 - b. \$500 from The General Electric Foundation of Ossining, New York, to provide an unrestricted scholarship to be awarded at the discretion of the Scholarship Committee.
 - c. To continue previously established scholarships:
 - 1) \$1,100 from the Whirlpool Foundation of St. Joseph
 - 2) \$100 from the Michigan Elevator Exchange of Lansing to be credited to the Michigan Elevator Cooperative Scholarship Fund.
 - 3) To be credited to the Farm Equipment Scholarship Fund:
 - a) \$50 from Wilt & Knoblauch of Blissfield
 - b) \$85 from Massey Ferguson of Burr Oak
 - 4) To be credited to the Michigan Bankers Scholarship Fund:
 - a) \$200 from the Union Bank and Trust Company of Grand Rapids
 - b) \$100 from the Montcalm Central Bank of Stanton
 - d. To aid specified students:
 - 1) \$600 from the Elks National Foundation of Boston, Massachusetts
 - 2) \$900 from the Foundry Educational Foundation of Cleveland, Ohio, for two \$450 scholarships
 - 3) \$500 from the National Starch and Chemical Corporation of New York City to provide a scholarship in packaging.
 - 4) \$875 from the National United Church Ushers Association of America of Detroit.
 - 5) \$279 from the General Motors Girls' Club of Pontiac for a student at Michigan State University-Oakland.
 - 6) \$279 from the Adcraft Club of Detroit.
4. Approval of a memorandum of agreement with Matt Skorey, Inc., of Denver, Colorado, covering a grant of \$1,000 to be used under the direction of George H. Axinn in the Cooperative Extension Service to test the possibility of selling bulletins available from the Cooperative Extension Service by use of automatic vending machines located in public places in a community.
5. Grant of \$1,300 from The Erie Research Committee to be used under the direction of Peter I. Tack in Fisheries and Wildlife to assist one or more graduate students in the study of waterfowl management.
6. Approval of memoranda of understanding covering grants to be used under the direction of A. E. Mitchell, David R. Dilley, and Donald H. Dewey in Horticulture to investigate the mechanism of respiration of apple fruits during development, maturation, and senescence to better interpret the influence of environmental and cultural factors on fruit quality and composition, as follows:
 - a. \$500 from the Michigan State Apple Commission, of East Lansing
 - b. \$500 from the Michigan State Pomster Society, of Greenville
7. Grant of \$5,000 from the United States Office of Education of Washington, D.C., to be used under the direction of A. L. Kenworthy and R. L. Carolus in Horticulture to expedite the training of two graduate students.
8. Grant of \$1,800 from the Michigan State Florists Association of Lansing to be used under the direction of P. R. Krone in Horticulture for the salary of a half-time stenographer.
9. Grant of \$50 from Editorial Service Company of Milwaukee, Wisconsin, to be used under the direction of P. J. Schaible in Poultry Science for the purchase of books on mink nutrition.
10. Approval of a memorandum of agreement with The Dow Chemical Company of Midland covering a grant of \$1,000 to be used under the direction of A. R. Wolcott, L. N. Shepherd, and R. E. Lucas in Soil Science to determine the effect of fumigant chemicals on microbial activity and nitrogen transformation on organic soils.
11. Grants as follows to be used under the direction of E. M. Barnet in Marketing and Transportation for the advancement of the programs in food marketing management under the statement of objectives by the National Business Advisory Committee:
 - a. \$2,000 from the National Tea Company of Chicago
 - b. \$500 from Piggly Wiggly Sims Stores, Inc., of Vidalia, Georgia
12. Grant of \$1,500 from the George Ramlose Foundation of Boston, Massachusetts, to be used under the direction of E. M. Barnet in Marketing and Transportation for sponsored research. Provision is made for a special graduate research assistant.

NEW BUSINESS, continuedGifts and Grants, continuedGifts and
Grants

13. Renewal of a memorandum of agreement with the National Institute of Mental Health of Bethesda, Maryland, covering a grant of \$25,706 to be used under the direction of G. J. Aldridge in Social Work for the graduate preparation of psychiatric social workers.
14. Grant of \$10,700 from the National Science Foundation to be used under the direction of James Stokley in Journalism for the support of a Seminar for Science Writers.
15. Approval of a memorandum of agreement with Delta Psi Kappa, National Professional Physical Education Fraternity for Women, of Princeton, New Jersey, covering a grant of \$1,500 to be used under the direction of Janet A. Wessel in Health, Physical Education, and Recreation for film making.
16. Grant of \$6,000 from the North Central Association of Colleges and Secondary Schools of Chicago to be used under the direction of John X. Jamrich in Education to operate the Committee on Liberal Arts Education.
17. Grant of \$1,250 from the Michigan School for the Blind of Lansing to be used under the direction of John E. Jordan in Education to provide materials for teaching, research and/or the promotion of rehabilitation and special education.
18. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of \$7,475 to be used under the direction of E. C. Cantino in Botany and Plant Pathology for a study of the biochemistry of morphogenesis. This agreement provides for a special graduate research assistant.
19. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of \$10,000 to be used under the direction of Florence C. Kempf, in the School of Nursing to integrate mental health concepts in nursing programs. The agreement provides for special graduate research assistants.
20. Grant of \$7,500 from the United States Office of Education of Washington, D.C., to be used under the direction of S. K. Haynes in Physics and Astronomy to support the National Defense Education Act fellowship program in nuclear physics.
21. Grant of \$268,800 from the National Science Foundation of Washington, D. C., to be used under the direction of John M. Mason in the Science and Mathematics Teaching Center for support of an academic year institute in general science for high school teachers.
22. Grant of \$25 from the Michigan State Veterinary Medical Association Auxiliary of Hillsdale, Michigan, to be used by Dean Armistead to purchase materials for the veterinary library.
23. Renewal of a memorandum of agreement with Johnson and Anderson, Inc., of Pontiac, covering a grant of \$400 to be used under the direction of W. L. Mallmann in Microbiology and Public Health for a study of the public health hazards of compost.
24. Renewal of a memorandum of agreement with the United States Department of Agriculture Agricultural Research Service of Washington, D.C., covering a grant of \$32,800 to be used under the direction of Dean Armistead in Microbiology and Public Health and Veterinary Pathology to evaluate the effectiveness of the federal tuberculosis eradication program through diagnostic procedures.
25. Grant of \$25 from the Women's Association of the Kirk in the Hills Church of Bloomfield Hills to be used under the direction of John Galloway in the Art Department at Michigan State University-Oakland for the purchase of some art object.
26. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of \$10,350 to be used under the direction of A. M. Barch and T. W. Forbes in the Highway Traffic Safety Center to determine the detrimental effects on driving behavior of young drivers driving at high but legally accepted speeds for periods up to 4 hours in duration and the relation of such effects to their previous driving experience. The agreement provides for special graduate research assistants.
27. Grants as follows to be credited to the Discretionary Gifts Fund (both come as honoraria for speeches given by Dr. W. J. E. Crissy):
 - a. \$50 from the Lansing Sales Executives Club
 - b. \$50 from the Detroit Sales Executives Club, Inc.
28. Grant of \$10,235 from the National Science Foundation of Washington, D.C., to be used under the direction of Vice President Muelder for summer fellowships for graduate teaching assistants.
29. Gift of 12 shares of Whirlpool Corporation common stock from P. Eduard Geldhof of the class of 1914 of Benton Harbor to be credited to the MSU Development Fund, account 31-1175.

NEW BUSINESS, continuedReports for Board Members

Approval
alteration
and improve-
ment items.

1. The following alteration and improvement items have been approved since the meeting of the Board of Trustees in October:
 - a. Improve lighting around Audio-Visual Center \$ 20
 - b. Improve lighting in Room 6-A Wells Hall 180
 - c. Alterations to Rooms 105 and 115 Biological Research Building to eliminate damage from condensation 1,425
\$1,525
2. Additional payments to salaried employees since the October Board meeting, as per list on file.

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

The meeting adjourned at 2:45 p.m.

The next meeting will be held Friday, December 16, starting with the Finance Committee at 7 a.m. followed by the Board meeting at 10 a.m. in the Heritage Room at Kellogg Center.

John A. Hamby
President

James W. Miller
Secretary