

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE OF THE
STATE BOARD OF AGRICULTURE
October 15, 1954

The meeting of the Finance Committee was held in the Board Room at 9:30 a.m. with the following members present:

Messrs. Brody, Akers, Armstrong, Mueller, Rouse; Miss Jones; President Hannah, Treasurer May and Secretary McDonel.

The matter of investment of retirement funds in common stocks was discussed with the Board at the last meeting and left to a special committee consisting of Mr. Brody, Mr. Akers and Mr. Mueller.

Finance Com- The Committee had recommended the purchase of certain common stocks that had been approved by mittee approved telephone and voted by the members of the Board.

purchase of

several

common stocks

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the investment of approximately \$130,000 in the following stocks:

500 shares - National City Bank of New York
150 shares - American Telephone and Telegraph
300 shares - Monsanto Chemical
400 shares - Pittsburgh Plate Glass
500 shares - National Steel

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
October 15, 1954

Present: Messrs. Akers, Armstrong, Mueller, Rouse; Miss Jones; President Hannah, Comptroller May and Secretary McDonel.

Absent: Mr. Brody (Chairman); Dr. Taylor

The meeting was called to order at 2:10 p.m.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS ITEMS

1. The recommendation of the Finance Committee as outlined above was presented to the Board.

On motion of Mr. Mueller, seconded by Mr. Rouse, it was voted to approve the recommendation of the Finance Committee relative to the investment of retirement funds as taken by telephone vote.

2. Recommendation that the Board grant the request of the Oldsmobile Division of General Motors Corporation for the band to participate at a celebration in Flint on November 23, 1954.

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

3. Communication from George McIntyre, Director of the Michigan Department of Agriculture, requesting that the College designate the exact location on the campus for the proposed new building to house a laboratory for the Department. It is proposed to lease this area from the College. The Department now has approximately \$386,000 in a fund for use in the construction which is being augmented by certain fees, and they expect to request the legislature for the balance.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to make available to the State Department of Agriculture a site between the south side of the Grand Trunk tracks and the Federal Poultry Laboratory on the east side of Harrison Road; or if they prefer, the College will try to acquire the site owned by Dr. J. W. Patton directly south of the State Police provided they will reimburse the College for the cost of it.

4. Leland Carr presented an ordinance authorizing the Police Department to impound unregistered cars that are improperly parked.

On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to approve the following ordinance:

AN ORDINANCE TO PROHIBIT THE PARKING OF UNREGISTERED MOTOR VEHICLES IN PLACES DESIGNATED BY THE CHIEF OF THE MICHIGAN STATE COLLEGE POLICE FOR PARKING OR REGISTERED MOTOR VEHICLES.

By virtue of the authority vested in the State Board of Agriculture by the Constitution of the State of Michigan and statutes thereof, it is hereby ordained:

Section 1. That parking of any unregistered motor vehicle in a space designated by the Chief of the Michigan State College Police as reserved for the parking of registered motor vehicles is hereby forbidden.

Board approves
action of
Finance Com.
re: purchase
of common
stocks

College to
make available
to StateDept
Agric. site
for labora-
tory.

Approval of
ordinance
to impound
unregistered
cars on
campus

SPECIAL MISCELLANEOUS ITEMS, continued

4. Ordinance to impound unregistered cars, continued:

Section 2. That the Michigan State College Police are hereby authorized and empowered to remove to a suitable location and there impound any such unregistered motor vehicle so parked.

Section 3. Anyone guilty of a violation of the preceding sections hereof shall be liable to pay the towing charges on such motor vehicle and shall be further liable to a fine not exceeding two (\$2.00) dollars.

5. Resolution covering the financing of the additional married housing units were presented to the Board as prepared by the Ann Arbor Trust Company.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve the following resolution as approved by the College Attorney:

RESOLUTION OF THE STATE BOARD OF AGRICULTURE RELATIVE TO ISSUANCE AND SALE
OF MICHIGAN STATE COLLEGE OF AGRICULTURE AND APPLIED SCIENCE APARTMENT REVENUE
BONDS, 1954 SERIES.

WHEREAS, The State Board of Agriculture, of the State of Michigan, in the exercise of its constitutional duties, has determined that it is necessary and expedient to construct, furnish, and equip thirty apartment buildings on the campus of Michigan State College of Agriculture and Applied Science, at East Lansing, Michigan, in which buildings will be located three hundred twelve apartments, which, when completed and placed in operation, will be rented to married students attending said College; and

WHEREAS, this Board anticipates that the funds required to pay all costs incidental to the construction, furnishing, and equipping of the three hundred twelve apartments to be located in the thirty new apartment buildings, together with funds necessary to establish a Debt Service Reserve in the amount of One Hundred Fifty Thousand Dollars (\$150,000), will approximate Two Million Seven Hundred Seventy-five Thousand Dollars (\$2,775,000.00); and

WHEREAS, this Board deems it necessary and expedient to issue and sell Michigan State College of Agriculture and Applied Science Apartment Revenue Bonds, 1954 Series, of the face value of Two Million Seven Hundred Seventy-five Thousand Dollars (\$2,775,000.00) to provide funds to be used for the purpose of paying costs incidental to the construction, furnishing, and equipping of thirty new apartment buildings, in which will be located three hundred twelve apartment units, on which construction is to be started immediately, costs incidental to improving and landscaping the building sites, bringing utility services to the buildings, street improvements, curbs, gutters, walks, street lights, etc., Architects' fees, insurance during construction, financing costs and costs of unforeseen contingencies incidental to the authorized construction, and to establish a Debt Service Reserve in the amount of One Hundred Fifty Thousand Dollars \$150,000.00; and

WHEREAS, Ann Arbor Trust Company, of Ann Arbor, Michigan, has submitted for the consideration of this Board a form of Trust Agreement, pursuant to the terms of which Michigan State College of Agriculture and Applied Science Apartment Revenue Bonds, 1954 Series, of the face value of Two Million Seven Hundred Seventy-five Thousand Dollars (\$2,775,000.00) may be issued and sold; and

WHEREAS, it is the desire of this Board that the purchasers of said bonds shall be given the maximum security and assurance that the principal of said bonds, together with the interest which shall accrue thereon, shall be paid when due, in accordance with the terms set forth in the Trust Agreement pursuant to the terms of which said bonds are to be issued:

NOW, THEREFORE, BE IT RESOLVED BY THE STATE BOARD OF AGRICULTURE that it borrow the sum of Two Million Seven Hundred Seventy-five Thousand Dollars (\$2,775,000.00), through the issuance and sale of Michigan State College of Agriculture and Applied Science Apartment Revenue Bonds, 1954 Series, under the terms and conditions more fully set forth in the Official Statement of this Board (on file with the material from this Board meeting) relative to such issuance and sale; which Official Statement is incorporated herein by reference, with the same force and effect as if fully set forth herein.

BE IT FURTHER RESOLVED, that the Trust Agreement between this Board and Ann Arbor Trust Company, to be dated as of December 1, 1954, which conforms to the terms and conditions set forth in the Official Statement of this Board, and pursuant to the terms of which said Apartment Revenue Bonds, 1954 Series, may be issued and sold, be and the same is hereby approved as to content and form.

BE IT FURTHER RESOLVED that this Board issue Michigan State College of Agriculture and Applied Science Apartment Revenue Bonds, 1954 Series, of the face value of Two Million Seven Hundred Seventy-five Thousand Dollars (\$2,775,000.00), pursuant to the terms and conditions set forth in the Official Statement adopted by this Board and the Trust Agreement above referred to, and sell the same to provide funds to pay costs incidental to the construction, furnishing, and equipping of thirty buildings, in which will be located three hundred twelve apartment units, on the campus of Michigan State College of Agriculture and Applied Science at East Lansing, Michigan, on which construction is to be started immediately; and to pay costs of improving and landscaping the building sites, bringing utility services to the buildings, street improvements, curbs, gutters, walks, street lights, etc., Architects' fees, insurance during construction, financing costs and costs of unforeseen contingencies incidental to the authorized construction, and to establish a Debt Service Reserve in the amount of One Hundred Fifty Thousand Dollars (\$150,000.00).

Resolution re:
sale of bonds
1954 series
for 312
apartment
buildings.

October 15, 1954

5. Resolution re: issuance and sale apartment revenue bonds, 1954 series, continued:

BE IT FURTHER RESOLVED that Philip J. May, Comptroller and Treasurer of Michigan State College of Agriculture and Applied Science, be and he is hereby authorized, empowered, and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to execute and sign the Apartment Revenue Bonds, 1954 Series, herein provided for, in the manner presented in the Official Statement and Trust Agreement to be executed as herein provided for; and to facilitate the same, is authorized to sign such bonds as P. J. May; and the coupons appertaining thereto shall be authenticated by the facsimile signature of Karl H. McDonel, Secretary of the College.

BE IT FURTHER RESOLVED that any two of the following officers of Michigan State College of Agriculture and Applied Science, to-wit: John A. Hannah, its President; Karl H. McDonel, its Secretary; and Philip J. May, its Comptroller and Treasurer; are hereby empowered and directed, for and in the name of The State Board of Agriculture and as its corporate act and deed, to execute the Trust Agreement hereinbefore referred to, to pledge the Net Income, as therein defined, for the purpose of securing and paying all payments of principal, interest, and reserves provided for in the Trust Agreement and Official Statement, and to perform all acts and deeds, and execute all instruments and documents necessary, expedient, and proper in connection with borrowing said sum of Two Million Seven Hundred Seventy-five Thousand Dollars (\$2,775,000.00), the issuance of the Apartment Revenue Bonds, 1954 Series, and the same of same.

BE IT FURTHER RESOLVED that any two of said officers be and they are hereby authorized, empowered, and directed, for and in the name of The State Board of Agriculture and as its corporate act and deed, to make, consent to, and agree to any changes in the terms and conditions of said Trust Agreement which they may deem necessary, expedient, and proper, prior to or at the time of the execution of said Trust Agreement, but no such amendment shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments required to be made to the Trustee, or the security pledged. Provided, however, nothing herein contained shall be construed as limiting the right of such officers to alter or change the date of issue of said bonds, the date for payment of interest, or the dates fixed for payments to the Trustees provided for in said Trust Agreement.

BE IT FURTHER RESOLVED that said officers, either in said Trust Agreement or by the issuance of said Apartment Revenue Bonds, 1954 Series, shall not pledge the credit of or create any liability on the part of the State of Michigan, The State Board of Agriculture, or any member or officer of this Board or any of their successors, other than to pledge the Net Income, as defined in the Trust Agreement above referred to any as set forth in the Official Statement.

6. Discussion of the action to be taken to expedite inclusion of our employees under the new Social Security legislation.

It was pointed out that there is some uncertainty as to the proper procedure to cover our employees at the earliest possible date.

On motion of Mr. Rouse, seconded by Mr. Armstrong, it was voted:

1. That it is the desire of the Board to make possible the inclusion of all college employees under Social Security subject to their approval at the earliest possible time and it is hoped that the effective date can be January 1, 1955.
2. To authorize the officers of the Board to take such steps as are necessary to advise the proper State and Federal officials of this desire and to institute whatever actions are necessary to expedite the process.
3. To request the College Attorney to put this resolution in proper legal form for inclusion in the permanent records.

Following is the Resolution prepared by the College Attorney:

WHEREAS, the Congress of the United States has recently enacted a law designated as "Social Security Amendments of 1954" which makes provision for social aid for certain public employees, and

WHEREAS, members of the teaching faculty of Michigan State College, as well as other employees thereof, are desirous of obtaining the benefits and advantages afforded by said Act, and

WHEREAS, it appears to the State Board of Agriculture that such employees should be permitted to obtain said benefits and advantages,

BE IT RESOLVED that it is the judgment and recommendation of this Board that necessary steps be taken to consummate an agreement between the Federal Administrator and the Employees' Retirement Board of the State of Michigan providing for the operation of Michigan State College under said Federal Act and the enabling statutes of the State to the end that employees of said institution may obtain the benefits accorded by said Federal law and the enabling State statutes.

BE IT FURTHER RESOLVED that President Hannah be and he hereby is authorized to bring the situation above indicated to the attention of the Governor of the State, the Attorney General, the Michigan Employees' Retirement Board and other State officials concerned therewith and to request the cooperation of such officials and the Retirement Board in obtaining the desired results.

Discussion of
action to be
taken re:
including
employees
under Social
Security

SPECIAL MISCELLANEOUS, continued

7. Discussion of the appropriation request to be submitted to the legislature through the State Department of Administration for the fiscal year beginning July 1, 1955.
This matter had previously been considered by the Board, sitting as a Finance Committee.

On motion of Mr. Mueller, seconded by Mr. Akers, it was voted to authorize a request to the legislature through the State Department of Administration for appropriations for 1955-56 as follows:

1. College General	\$16,193,072
2. Cooperative Extension	1,861,045
3. Experiment Station	1,706,745
4. Hope Flannagan	552,000
5. Marketing Program	398,632
(a) Extension	\$198,632
(b) Experiment Station	200,000

PRESIDENT'S REPORTResignations and Terminations

1. Jean Burnett, Instructor in Natural Science, effective August 31, 1954.
2. Max F. Rogers, Assistant Professor of Civil Engineering, effective August 31, 1954.

Leaves

1. G. H. Tsuda, Instructor in Engineering Drawing, without pay from September 1, 1954 to August 31, 1955 for study.

Appointments

1. Robert Owen Kenworthy, Assistant Agricultural Agent, Monroe County at a salary of \$5000 per year on a 12-month basis, effective September 27, 1954, paid one-half Smith-Lever and one-half State Offset.
2. Donald Richard Isleib, Assistant Professor of Farm Crops at a salary of \$6100 per year on a 12-month basis, effective September 27, 1954, paid from Farm Marketing funds.
3. Reginald George Nash, Instructor in Natural Science at a salary of \$3900 per year on 10-month basis, effective from September 1, 1954 to August 31, 1955.
4. Dorothy M. Cleveland, Assistant Professor of Physical Education, at a salary of \$4700 per year on a 10-month basis, effective September 1, 1954.
5. William E. Brewer, Instructor in Engineering Drawing, at a salary of \$4100 per year on a 10-month basis, effective September 1, 1954 to August 31, 1955.
6. James E. Robertson, Associate Professor of Engineering Drawing at a salary of \$2500 per year on a 10-month basis, effective September 1, 1954 to August 31, 1955. This is in addition to his retirement pay.
7. Kenneth W. Lahr, Instructor in Engineering Drawing, at a salary of \$4100 per year on a 10-month basis, effective September 1, 1954 to August 31, 1955.
8. Donald A. Henderson, Instructor in Engineering Drawing, at a salary of \$4300 per year, on a 10-month basis, effective September 1, 1954 to August 31, 1955.
9. George B. Beard, Instructor in Physics and Astronomy at a salary of \$4400 per year, on a 10-month basis, effective September 1, 1954.

Miscellaneous

1. Approved the following work to be done and charged to Alterations and Improvements 1954-55:
 - a. Alterations in Room 21, Olds Hall at an estimated cost of \$400.
 - b. Alterations in Quonsets 1 and 2 at a cost of \$600

NEW BUSINESSResignations and Terminations

1. Ralph A. Bacon, Instructor (Res.) Agricultural Chemistry, effective October 31, 1954 to devote full time to graduate study.
2. Clarence A. Langer, Assistant Professor of Horticulture, effective October 31, 1954, to become manager of Tower Hill Farms at Benton Harbor.
3. Jean Foulkrod, Instructor in Home Management and Child Development, effective December 31, 1954 to make her home out of the country.
4. Kermit H. Carlson, Instructor in Mathematics, effective December 31, 1954 to accept a position at Valparaiso University.

Approval of
request to be
submitted to
legislature
for 1955-56

Resignations

Leaves

Appointments

NEW BUSINESS, continuedLeaves.

Leaves

1. Walter J. Messer, 4-H Club Agent, with full pay effective from January 1, 1955 to June 30, 1955 to study at MSC.
2. Gail E. Bowers, County Agricultural Agent, with full pay from January 1, 1955 to March 31, 1955 to study at MSC.
3. Harvey J. Elliott, County Agricultural Agent, with full pay from January 1, 1955 to June 30, 1955 to study at MSC.
4. Karl E. Larson, County Agricultural Agent, with full pay from January 1, 1955 to March 31, 1955 to study at MSC.
5. William J. MacLean, County Agricultural Agent, with full pay from January 1, 1955 to June 30, 1955 to study at MSC.
6. Abram P. Snyder, County Agricultural Agent, with full pay from January 1, 1955 to March 31, 1955, to study at MSC.
7. Henrietta Eppink, Assistant Professor of Nursing Education, without pay from October 10, 1954, to October 24, 1954 for military service.
8. Charles R. Kapnick, 4-H Club Agent, without pay from October 1, 1954 to June 30, 1955 for military service.
9. A. R. Wolcott, Instructor in Soil Science and Farm Crops, without pay from September 16, 1954 to September 15, 1955 to study at Purdue.

Appointments

Appointments

1. Alan Frank Vincent, Assistant County Agricultural Agent in Lapeer County at a salary of \$5400 per year on a 12-month basis, effective October 1, 1954, paid one-half from Smith-Lever and one-half from State Offset funds.
2. Mrs. Velma Good Huston, Assistant Home Demonstration Agent Leader with the rank of Assistant Professor (Ext.) at a salary of \$5800 per year on a 12-month basis, effective October 1, 1954, paid one-half from Smith-Lever and one-half from State Offset.
3. Mrs. Jeannette Bond Shadko, Home Demonstration Agent in Benzie County at a salary of \$4200 per year, on a 12-month basis, effective October 1, 1954 paid \$2700 from Smith-Lever and \$1500 from State Offset funds.
4. Richard S. Lindstrom, Instructor in Horticulture, at a salary of \$5200 per year on a 12-month basis, effective from October 1, 1954 to December 31, 1954 paid one-half from College and one-half from Experiment Station funds.
5. The following instructors in Communication Skills for the period October 1, 1954 to December 31, 1954 at the salaries indicated:

Lyda LaPalombara	\$800 for the period	Mrs. John E. Breck	\$1200 for the period
Elinore Winburne	1200 " " "	Lyssa Harper	1200 " " "
Lorraine Tata	1200 " " "	Ingebord Crawford	1200 " " "
Mabel Pierce	1200 " " "	Ruth Barrett	1200 " " "
Helen Niblock	1200 " " "		
6. Zora I. Braddock, Instructor in Natural Science at a salary of \$1200 for the period October 1, 1954 to December 31, 1954.
7. Swart Leon Evans, Instructor in Social Science at a salary of \$400 for the period October 1, 1954 to December 31, 1954.
8. Emil W. Wendling, Lecturer in Police Administration at no salary from the college, effective January 1, 1955 to February 28, 1955.
9. Albert C. Germann, Jr., Assistant Professor of Police Administration at a salary of \$7000 per year on a 10-month basis, effective February 1, 1955.
10. Paul R. Stimson, Lecturer in Social Work, at a salary of \$400 for the period October 1, 1954 to December 31, 1954.
11. Robert W. Dvorsky, Instructor in Accounting, at a salary of \$1000 for the period October 1, 1954 to December 31, 1954.
12. Norma M. Stafford, Instructor in Physical Education at a salary of \$4000 per year, effective from October 1, 1954 to December 31, 1954.
13. Wallace Finch, Instructor in Teacher Education, at a salary of \$400 for the period October 1, 1954 to December 31, 1954.
14. Mrs. Jean Lepere, Instructor in Teacher Education at a salary of \$400 for the period October 1, 1954 to December 31, 1954.
15. George L. Brandon, Assistant Professor of Vocational Education at a salary of \$7500 per year on a 12-month basis, effective December 1, 1954.

NEW BUSINESS, continuedAppointments, continued

Appointments

16. Janet Tam Lee, Instructor (Res.) in Foods and Nutrition at a salary of \$3900 per year, effective October 1, 1954 to September 30, 1955 paid from Experiment Station funds.
17. Mrs. Thelma Dunn, Instructor in Home Management and Child Development at a salary of \$1950 for the period January 1, 1955 to June 30, 1955.
18. Lloyd G. Wilson, Instructor in Botany at a salary of \$4800 per year on a 10-month basis, effective October 1, 1954 to June 30, 1955.
19. Te May Tsou Ching, Instructor (Res.) in Botany at a salary of \$200 per month, effective October 1, 1954 to July 31, 1955, paid \$1300 from Experiment Station funds and \$700 from USDA.
20. Nancy McMurray, Assistant Professor of Nursing Education at a salary of \$5200 per year on a 12-month basis, effective January 16, 1955.
21. Marion Jean McHarg, Instructor in Nursing Education at a salary of \$5000 per year on a 12-month basis, effective October 25, 1954.
22. Jean B. Burnett, Instructor (Res.) in Zoology at a salary of \$3900 for the period October 1, 1954 to June 30, 1955, paid \$3400 from Institute of Health and \$500 from American Cancer.
23. Jeanne Johnson Stabler, Instructor (Res.) in Zoology at a salary of \$1625 for the period September 1, 1954 to June 30, 1955 paid from Institute of Health funds.
24. Maria Elena Morris, Assistant in Foreign Languages, at a salary of \$200 per month effective from October 1, 1954 to June 30, 1955.
25. Humberto Beltran del Rio, Assistant in Foreign Languages, at a salary of \$100 per month, effective October 1, 1954 to June 30, 1955.
26. The following Instructors in Speech effective for the period October 1, 1954 to December 31, 1954:

Robert H. Maunder	\$250 for the period	Theda P. Assiff	\$900 for the period
Janice E. Day	500 " " "	Esther Waite	900 " " "
Anna M. Clark	1000 " " "	Richard Ward Walker	\$500 " " "

27. The following Instructors in Mathematics for the period October 1, 1954 to December 31, 1954:

Pamella Spacie	\$1200 for the period	Maxine Stancil Gaddum	\$ 800 for the period
Robert Arthur Jackson	1300 " " "	Martha Wallace	1200 " " "

28. William A. Bowers, Instructor in Physics and Astronomy at a salary of \$157 per month effective from October 1, 1954 to December 31, 1954.
29. David L. Kingston, Instructor in Physics and Astronomy at a salary of \$157 per month effective from October 1, 1954 to December 31, 1954.
30. The following appointments in Psychology effective as indicated:
 Helen Lanting, Instructor, \$400 for period Oct. 1, 1954 to Dec. 31, 1954 and paid from Health Service
 Philip K. Jensen, Assistant, \$1625 for the period Oct. 1, 1954 to June 30, 1955.
 Norman Frisbey, Instructor, \$500 for the period October 1, 1954 to Dec. 31, 1954.
 Robert S. Ramsay, Instructor, \$1500 for the period Oct. 1, 1954 to June 30, 1955.
 Leo Leonard Gladin, Assistant, \$191.66 per month effective October 1, 1954 to June 30, 1955.
31. Maurice L. Richardson, Consulting Radiologist in Surgery and Medicine at no salary from the College, effective October 1, 1954. This is a temporary appointment.
32. William D. Cheney, Consulting Radiologist in Surgery and Medicine at no salary from the College, effective October 1, 1954. This is a temporary appointment.
33. The following appointments in Air Science all to be effective from September 1, 1954 to June 30, 1955:

Graeme S. Bond	Professor	\$50 mo	Richard G. Wendrop	Assistant Prof.	\$20. mo
Oliver E. Fowler	Associate Professor	20 "	Robert H. Reed	Assistant Prof.	20 "
Charles D. Scott	Associate Professor	20 "	Spencer C. Savage	Assistant Prof.	20 "
William L. Baldwin	Assistant Professor	20 "	William R. Smith	Assistant Prof.	20 "
Benjamin Davis	Assistant Professor	20 "	Jack H. Wermer	Assistant Prof.	20 "
Malcolm R. Humphrey	Assistant Professor	20 "	Philip V. Yaggy	Assistant Prof.	20 "
Robert W. Innis	Assistant Professor	20 "	Charles L. Hunt	Instructor	20 "
Frank Libuse	Assistant Professor	20 "			

34. The following appointments in Military Science all to be effective September 1, 1954 to June 30, 1955:

Harry W. Gorman	Professor	50 mo	Robert E. Lentz	Assoc. Prof.	20 mo
Robert L. Dickerson	Assoc. Prof.	20 "	Philip I. Jones II	Asst. Prof.	20 "
Ernest F. Dobbins	Assoc. Prof.	20 "	John W. Howze	Asst. Prof.	20 mo
Kenneth J. Goff	Assoc. Prof.	20 "	Harry B. Hiestand	Asst. Prof.	20 "

NEW BUSINESS, continuedAppointments, continued

Appointments

34. Military Science appointments continued:

John G. Goodlett, Jr.	Asst. Prof.	\$20. mo	Edward D. Meares	Asst. Prof.	\$20 mo
Robert K. Ashby	Asst. Prof.	20. "	John M. Nolan	Asst. Prof.	20 "
Martin J. Burke, Jr.	Asst. Prof.	20 Mo	Alvin L. Roegge	Asst. Prof.	20 "
Ralph D. Churchill	Asst. Prof.	20 mo	Chester R. Smith	Asst. Prof.	20 "
Leonard R. Daems, Jr.	Asst. Prof.	20 mo	Richard C. Anderson	Asst. Prof.	20 "
Bernard E. Neubert, Jr.	Asst. Prof.	20 mo	Robert V. Smith	Asst. Prof.	20 "
Cleveland P. Huggins	Asst. Prof.	20 mo			

Reinstatement
S. Hildebrand
Dec. 16, 1954

Miscellaneous

Ch. in status
Lee R. Middle-
ton to full-
time at salary
of \$3900
Ch. status
Mary L. Rosen-
cranz

Change in
salary Leo
Katz

Payment \$60
per week
James Orwig
for work Aug.
17-Sept. 3, 1954
Ch. status
Geo. Wexler to
10-mo basis.

Acceptance of
several
grants for
scholarships

\$700 accepted
from MSC
Alumni Club
Ingham Co.

\$15,000 from
Kellogg Co.

Memo agreement
Nat. Fert.
Assoc.

Cont. memo
agreement
Mich. Crop
Improvement
Assoc. \$2600

memo agreement
Ferro Corp &
grant \$3500

Memo agreement
USDA and grant
of \$500

1. Reinstatement of Stuart Hildebrand on the payroll effective December 16, 1954. Mr. Hildebrand has been on leave to study.
2. Change in status of Lee Roy Middleton, Instructor in General Business, from part-time to full-time to full time and a salary change from \$2100 to \$3900 for the period from September 1, 1954 to June 30, 1955.
3. Change in status of Mary Lou Rosencranz, Instructor in Textiles, Clothing, and Related Arts, to one-fourth Experiment Station and three-fourths College, effective from November 1, 1954, to June 30, 1955.
4. Recommendation that the salary of Leo Katz, Professor of Mathematics, be reduced by \$1250 for the period from October 1, 1954, to June 30, 1955, and that he be paid additionally from the Office of Naval Research funds (71,2684) as follows:

July 1 to August 31, 1954	\$1350.00
October 1, 1954 to June 30, 1955	138.88 per month
July 1 to August 31, 1955	1350.00
5. Payment of \$60 per week to James P. Orwig, Instructor in Humanities, for work from August 17 to September 3, 1954 in the Counseling Clinics.
6. Change in status of George Wexler, Instructor in Art, from a 12-month to a 10-month basis, and a change in salary from \$5850 to \$5150 per year, effective September 1, 1954.
7. Grants as follows to be used for scholarship purposes:
 - a. \$500 from Duncan Hines, of Bowling Green, Kentucky, for a scholarship for a student in Restaurant Management.
 - b. \$180 from the American Society of Women Accountants of Grand Rapids for a woman student.
 - c. \$180 from the Kent County Alumni Club of Grand Rapids for a woman student.
 - d. \$183.33 from the Hastings Public Schools for two students from Hastings.
 - e. \$312.20 from the Wesleyan Service Guild of Central Methodist Church of Lansing to continue the established scholarship.
 - f. \$500 from Joseph Schensul of Kalamazoo to aid a student enrolled in the Restaurant Management program.
 - g. \$100 from friends of Joseph Stack to establish a scholarship fund in memory of Joseph Stack to be used to aid a student in the Zoology Department.
 - h. \$700 from Farm Bureau Services, Inc. of Lansing to provide scholarships for 7 students in Short Courses.
 - i. \$1950 from The Schaffer Society, Inc. of Schenectady, New York, for a student who is enrolled.
8. Grant of \$700 from the MSC Alumni Club of Ingham County to be used to support the MSC Glee Club Choral Clinic at the Yankee Springs Recreation Area near Hastings. The funds will help pay for food stuffs and camp rental for a one-week clinic.
9. Grant of \$15,000 from the Kellogg Company of Battle Creek to be used under the direction of Dean Anthony in connection with the Corn Foundation. (\$5000 already received)
10. Approval of a memorandum of agreement with the National Fertilizer Association of Washington, D.C., covering a grant of \$5000 to be used under the direction of R. L. Cook, G. L. Johnson, and C. R. Hoglund to determine economic optima in fertilizing selected crops under selected conditions and under varying prices. The agreement provides for a special graduate research assistant.
11. Renewal of a memorandum of agreement with the Michigan Crop Improvement Association of East Lansing covering a grant of \$2600 to be used under the direction of S.C. Hildebrand in Farm Crops to promote studies in seed improvement work and to assist in conducting the seed certification program in Michigan. The agreement provides for a special graduate research assistant.
12. Approval of a memorandum of agreement with the Ferro Corporation of Cleveland, Ohio, covering a grant of \$3500 to be used under the direction of A. L. Kenworthy and H. B. Tukey in Horticulture to determine the effectiveness of Trace Element Nail as a source of micronutrient elements for fruit trees. The agreement provides for a special graduate research assistant.
13. Renewal of a memorandum of agreement with the U. S. Department of Agriculture, Bureau of Plant Industry, at Beltsville, Maryland, covering a grant of \$500 to be used under the direction of R. L. Carolus in Horticulture and Ray Hutson in Entomology to determine the long time influence of application of various insecticides to crops on the soil and the crops that follow.

NEW BUSINESS, continuedMiscellaneous, continued

14. Renewal of a memorandum of agreement with the Bowman Feed Products, Inc. of Holland, Michigan, covering a grant of \$500 to be used under the direction of P. J. Schaible in Poultry Husbandry to determine the relative yolk-pigmenting values of different xanthophylls when fed to hens as dehydrated alfalfa meal.
15. Renewal of a memorandum of agreement with the American Institute of Park Executives covering a grant of \$1500 to be used under the direction of Arthur T. Wilcox in Land and Water Conservation to continue a program for research and printing of technical literature in the park management field.
16. Renewal of a memorandum of agreement with the National Association of Food Equipment Manufacturers of Brooklyn, New York, covering a grant of \$1000 to be used under the direction of L.W. Scott in Hotel, Restaurant, and General Institutional Management for enrolling conferees in the short courses sponsored by the National Association of Food Equipment Manufacturers.
17. Renewal of a memorandum of agreement with the Michigan Bell Telephone Company of Detroit covering a grant of \$750 to be used under the direction of J. A. Beegle in Sociology for research on the alternative methods for projection of percentage composition of household heads for age groups under 30 in Michigan by 5-year periods to 1975, and to compare age-sex specific cohort survival rates from 1930 to 1950 with census data.
18. Renewal of a memorandum of agreement with the Health Information Foundation of New York City covering a grant of \$2000 to be used under the direction of Christopher Sower in Sociology as a subsidy toward the costs of publication of a manuscript based on research in Lenawee County.
19. Establishment of a Maintenance I position on the Labor Payroll in Fire Prevention of Campus Police at a salary range of \$3140 to \$3556 per year.
20. Establishment of 4 half-time Clerical Assistant positions in the Extension Service to be financed from Michigan Agricultural Marketing Education funds.
21. Reestablishment of a Production Supervisor V position in Television Development with a salary range of \$5160 to \$6300 per year.
22. Establishment of an Account Clerk I position in the Audio Visual Aids Department with a salary range of \$2820 per year, and paid from Revolving funds.
23. Reclassification of a Clerk III position to a Supervisor IIA position in the Comptroller's Office.
24. Establishment of a one-half time Clerical Assistant in the Saginaw office of the Extension Service, financed from Agricultural Marketing Education program funds.
25. Reclassification of a Clerk-Stenographer II position to a Secretary-Department II position in Home Economics Extension, paid from AMA funds.
26. Establishment of a Technician IV position in Dormitories and Food Services with a salary range of \$4260 to \$5200 per year.
27. Establishment of a Clerk- Stenographer I position in Intercollegiate Athletics.
28. Establishment of a half-time Clerk-Stenographer I position in the Division of Business.
29. Recommendation that the Board approve the following academic rank for military personnel:

Colonel	Professor
Lieutenant Colonel	Associate Professor
Major	Assistant Professor
Captain	Assistant Professor
Lieutenant	Instructor
Designated non-commissioned officers	Instructor

30. Recommendation for the construction of a room to house a million-volt electron gun in a laboratory in the Agricultural Engineering Building at an estimated cost of \$5600 to be paid from Agricultural Experiment Station funds.

31. Authorization is requested for the following work to be done and charged to Alterations and Improvements 1954-55:

a. Alterations rooms 202, 203, 204 Power House for B & U	\$1600
b. Improve heating Forge and Foundry, Mechanical Engr. Lab & Automotive Lab.	3800
c. Alterations room 8, Olds Hall--increase usable space	1100
d. Coat rail, Room 140 Natural Science Building	40
e. Alterations rooms a - b - c Old Nursery Building for Forestry	600
f. Offices room 21 - A-1 South Campus (Landscape)	1100
g. Improve lighting room 6, Olds Hall	250
h. Gravel Student parking lots A & J	2900
	<u>\$11,390</u>

32. The Greenfield House located at 3078 Cavanaugh Road has been placed for sale. Bids were taken, and the high bid of \$755 by John Brattin has been accepted and check received. Following were the bids:

memo agree-
ment Bowman
Feed Products
grant \$500

Memo agree-
ment Institute
Park Executive
and grant of
\$1500

Cont. memo
agreement
Nat. Assoc.
Food Equipment
Mfrs. grant
\$1000

Memo agree.
Mich. Bell
Tel. Co. &
grant \$750

Memo agree-
ment Health
Inf. Found.
grant \$2000

Estab. Maint I
pos - Fire
Prevention

Estab 4 half-
time Clerical
Asst. pos. in
Ext. Service

Restab. Pro-
duction Supv.
pos TV
Acc-CLI Augio
Visual Aids

Recl. Clerk III
pos. Compt Of.

Estab. 1/2 time
Cl. Asst. in
Sag. Off. Ext.
Cl-St II
Sec-Dept II
HE Ext.

Estab Tech IV
pos. Dorm &
Food Services

Cl-St I pos.
Int. Athletics
1/2 time Cl-St I
pos. Business

Approval of
academic rank
for military
personnel

Approval
const. room
to house
million volt
electron gun
in lab Ag. Engr

Approval of
several jobs
to be charged
to Alterations
and Improve-
ments.

NEW BUSINESS, continuedMiscellaneous, continued

Approval of
sale of
Greenfield
House to
John Brattin

32. Bids on Greenfield House:

John Brattin	\$755.00	George W. Dodge	\$167.50
Wilma Walterhouse	433.77	Maurice Cole	121.00
Donald Stoneham	400.00	John Barnes	104.00
Paul R. Doane	354.00	F. J. Campbell	68.00
James D. Hicks	267.50	Wayne Framstad	52.50
Robert J. D'Armond	251.00		

Additional
amounts paid
salaried
employees.

33. Additional payments as follows to salaried employees since the September Board meeting:

<u>Auditorium</u>		<u>Miscellaneous</u>		<u>Miscellaneous</u>	
Dale Albin	\$ 4	Oneta Abbott	\$ 4.00	Orville Everett	\$20.00
Charles Branz	16	Phyllis Adgate	3.00	James Huston	46.00
Leon Furhans	4	Rebecca Amos	8.00	Ray Yerkie	16.00
L. E. Chapman	4	Joan Anderson	6.00	John Blakeslee	24.00
Morton Dunham	11	Alice Arnold	9.00	Charles Branz	6.00
Helen Evans	9	Dorothy Barnard	8.00	W. J. Finucan	9.75
Floyd Fladseth	18	Ruth Belt	6.00	Lester Fishhaut	6.00
Helen Greene	20	Per Boll	9.35	Kenneth Ingersoll	10.00
Shirley Hill	12	Mary Jane Carroll	4.50	Robert Kuhn	28.00
James Huston	21	John Corbin	7.50	Morris McElmurry	15.00
G.L. Johnson	11	Kathleen Fleming	4.50	Margaret Nutting	48.00
Richard Kasuba	4	Carlynn Hartle	9.30	Kenneth Richards	140.00
Elmer Peterson	4	Marjorie Hetrick	3.00	Gail Ryder	15.00
Gail Ryder	18	Sonja Jackson	6.00	Leo Stephens	15.00
Juanita Snyder	8	Judith Kelley	9.00	Gordon Thomas	2.25
Clella Weissinger	4	Barbara Personious	6.00	Jean Earley	10.00
Ray Yerkie	7	Sandra Schmidt	4.50	Verone Finch	20.00
Lawrence Searl	9	Annette Stirm	6.00	Myron Miller	39.00
Wayne VanRiper	37	Cora Van Kuiken	8.00	J. M. Perkins	35.00
Loren Wight	18	D. Jean Wilson	3.00	Everett Snyder	62.50
<u>Miscellaneous</u>		<u>Television</u>		<u>Engineering</u>	
Mary Brigham	3.00	Patrick Callihan	21.06	J.T. Anderson	\$468.18
Gladys Claucherty	6.00	Keith Coakes	11.28	C.O. Harris	235.44
Morton Dunham	7.50	Weldon Johnson	3.98	C. A. Miller	245.00
G. Meritta Hamill	6.00	Herman Rudolph	12.42	Charles Sigerfoos	763.83
Victor Henley	7.50	John Szyperski	10.56	R. L. Sweet	232.00
Pat L. Holtz	3.00	Lee Frischknecht	12.30	Edward Vidro	74.52
Dorothy Jandernoa	6.00	Carleton Musson	14.40	J.W. Donnell	554.40
Marilyn Marsh	9.00	Robert Page	10.56	L.L. Otto	92.61
Madlene Rourke	8.00	George Levitt	10.50	A.J. Smith	51.30
Glenna Snyder	4.50	Robert Foy	30.00		
Ann Tiffany	6.00	John Regan	20.00	<u>Continuing Education</u>	
Carolyn Welch	6.00	William Ferrara	32.00	Clara Laidlaw	15.00
Lorraine Demorest	12.00				

ADDITIONAL ITEMS

Leaves

Leaves

1. Emerson Jacob, Order Librarian, with full pay from February 1, 1955 to May 31, 1955 for study.

Transfers

Transfers

1. Eleanor A. Mullikin from Assistant Home Demonstration Agent at Large to Assistant Home Demonstration Agent in Wayne County at the same salary of \$4500 per year effective October 16, 1954.
2. Paul A. Miller from Professor (Extension) Sociology and Anthropology to Deputy Director of Extension Service with the rank of Professor (Ext) on a 12-month basis at an increase in salary from \$10,000 to \$10,500, effective October 16, 1954.

Appointments

Appointments

1. Lloyd C. Emmons, Acting Director of the Museum at a salary of \$400 per month effective October 12, 1954, for as long as necessary. This is in addition to his retirement pay.

On motion of Mr. Armstrong, seconded by Mr. Rouse, it was voted to approve the above Leaves, Transfers and Appointments.

Miscellaneous

Appt. Norman
McLachlan -

1. Appointment of Norman W. McLachlan as Visiting Professor of Electrical Engineering at a salary of \$2500 for the period from January 1 to March 31, 1955. He will be provided an additional allowance for living expenses while he is in East Lansing.
2. Recommendation that the salary of Raymond Scheele, Assistant Professor of Sociology and Anthropology, be paid one-fourth from National Institute of Mental Health funds from September 1, to December 31, 1954. (Account 71-2300).

Salary Raymond
Scheele $\frac{1}{4}$ Nat.
Inst. Mental
Health funds

ADDITIONAL ITEMS, continuedMiscellaneous, continued

3. In addition to one-half salary that John A. Garraty is receiving on sabbatical leave, it is recommended that he be paid \$3200 per year for three years beginning September 1, 1954 to August 31, 1957 - to be paid from Social Science Research Council funds.
4. E. A. Wenner, Associate Professor (Extension) and District Extension Supervisor, requests retirement effective October 31, 1954. In accordance with our rules the pension that he has earned is \$2865.40 per year, but when we take credit for the penalty due to early retirement, it reduces the amount of the pension of \$680.58 per year, which is recommended.
5. Grants as follows to be used for scholarship purposes:
 - a. \$600 from the Southern Michigan Obedience Training Club of Pontiac to add to the Southern Michigan Obedience Training Club Veterinary Student Assistance Fund.
 - b. \$150.56 from the William Riker Johnson American Legion Post 205 of East Lansing to continue the scholarship for outstanding students from East Lansing High school.
 - c. \$250 from Joliet Township High School and Junior College of Joliet, Illinois, to provide a scholarship for a student enrolled.
 - d. \$500 from the Charles and Helen Smillie Foundation of Detroit to establish an annual scholarship award amounting to \$500 to a regular college student, born in Michigan, and enrolled in the Industrial Engineering Option or in the Mechanical Engineering Curriculum which precedes it. The selection of the student is to be based on effort and achievement.
 - e. \$1,100 from The Detroit Edison Company of Detroit to continue the scholarships for entering students living in the area serviced by the Detroit Edison Company, and to provide two scholarships for upperclassmen engaged in business and engineering majors directly connected with the electrical industry.
 - f. \$100 from the Cogebe County Banks of Ironwood to provide a scholarship for a student enrolled in the Short Courses.
 - g. \$300 from Holly Grills, Inc. of St. Joseph, Michigan, to provide scholarship aid to deserving young men and women who are either employees of the Holly organization or the sons and daughters of employees.
6. Approval of a memorandum of agreement with Barnett Laboratories of Long Beach, California, covering a grant of \$1200 to be used under the direction of P. J. Schaible in Poultry Husbandry in a project to improve the marketability of broilers and eggs by developing more desirable pigmentation of skin and egg yolks.
7. Grant of \$4000 from the Foreign Operations Administration of Washington, D.C. to be used under the direction of E. W. Weidner in Political Science for a report including recommendations regarding proposed programs to assist the Government of Vietnam in developing its skills and facilities in certain fields.
8. Grant of \$50 from the Lansing Traffic Club to be used under the direction of F. H. Mossman in General Business in the general development of the transportation curriculum.
9. Grant of \$35,790 from the Ordnance Corps of the Detroit Ordnance District to be used under the direction of J. W. Donnell in the School of Engineering in setting up a card index-abstracting system on armor and kinetic energy armor defeating ammunition.
10. Renewal of a memorandum of agreement with the Dow Chemical Company of Midland covering a grant of \$5,500 to be used under the direction of Margaret Ohlson in Foods and Nutrition.
11. Renewal of a memorandum of agreement with the Atomic Energy Commission of Chicago covering a grant of \$8,625 to be used under the direction of R.V. Byerrum and C. D. Ball in Chemistry in a study of transmethylation reactions in plants. The agreement provides for a special graduate research assistant.
12. Grant of \$12,600 from the Social Science Research Council of Washington to be used to pay one-half the salary of J. A. Garraty in History for a period of three years to enable him to devote half of his time to research.
13. Renewal of a memorandum of agreement with the Michigan Agricultural Conference covering a grant of \$5,570 to be used under the direction of R.J. Coleman in Radio to defray expenses of broadcasting out-of-town athletic contests.
14. Establishment of a Head Resident Adviser position in Men's Residence Halls with a salary of \$3000, effective September 1, 1954.
15. Recommendation from the Administrative Group that beginning with the fall term of 1954 there be no distinction between credits earned in Michigan State College courses offered off the campus and those offered on the campus.

On motion of Mr. Armstrong, seconded by Mr. Rouse, it was voted to approve the Miscellaneous Items.

16. Consideration was given to the advisability of having a Committee of the Board vested with the responsibility for considering investment policies and making recommendations to the Board on all matters of investment.

On motion of Mr. Armstrong, seconded by Miss Jones, it was voted to authorize the appointment of a Committee consisting of Mr. Brody, Mr. Akers and Mr. Mueller, with the President and Comptroller serving as members of this Committee.

The meeting adjourned at 3:20. The next meeting will be held Monday, November 22.

John Garraty to be paid \$4200 per yr for 3 yrs in addition to salary on sabbatical lve Retirement E.A. Wenner approved Oct. 31, 1954

Acceptance of several grants for scholarship purposes

Memo agreement Barnett Labs of Long Beach, Cal and grant of \$1200

\$4000 For Op Adm to be used Pol. Sci.

\$50 from Lansing Traffic Club-Gen. Bus.

\$35,790 from Ordn. Corps School of Engr

\$5,500 from Dow Chemical Foods & Nut.

Memo agree. Atomic Energy Com-\$8,625

\$12,600 from Soc. Sci. Res. Council

\$5,570 from Mich. Ag. Conf to broadcast out-of-town games.

Head Res. Adv. pos. approved.

Ef. fall 1954 no distinction between credits earned off and on campus.

Committee appt. to consider investment policies.

John A. Farnish
President
Paul H. McDowell
Secretary