

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
October 16, 1947

Present: Messrs. Akers, Armstrong, Brody, Mueller; Miss Jones; President Hannah; Treasurer May; and Secretary McDonel. Mr. E. B. More, Board member-elect, was also present.

Absent: Mr. Berkey (Chairman); Dr. Elliott.

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Cancellation of the appointment of Sham Lal Katyal as quarter-time graduate assistant in Horticulture.
2. Cancellation of the appointment of J. Quentin Lynd as quarter-time graduate assistant in Soil Science.
3. Cancellation of the appointment of LeRoy Peterson as quarter-time graduate assistant in Chemical and Metallurgical Engineering.

Leaves

Leaves

1. Continuation of the leave of absence without pay for Dolores A. Asmussen, Nurse at the Health Service, through October 5, 1947.

Appointments

Appointments

1. Appointment of Anne Little Murphy as Dietitian at Mason-Abbot Halls at a salary of \$2500 per year, effective September 29, 1947, to replace Alice Creyts who was paid on the labor payroll.
2. Appointment of Mrs. Bertha Field as Assistant Hostess in Wells Hall at a salary of \$950 for the ten months from September 1, 1947 to June 30, 1948.
3. Appointment of Richard Marcus as Assistant Professor (Extension) in Adult Education at a salary of \$4000 per year, effective September 22, 1947, to replace L. Dale Faunce who has been transferred.
4. Appointment of Mrs. Joanna R. Boniece as Instructor (Research) in Agricultural Chemistry at a salary of \$2800 per year, effective October 1, 1947. This is a new position to be paid from Hope-Flannagan state offset funds.
5. Appointment of Raymond F. Kroodsma as Assistant Professor of Forestry at a salary of \$350 per month, effective for three months beginning September 22, 1947. This is a temporary replacement for T. D. Stevens who has resigned.
6. Appointment of Henry W. Fairchild as Instructor in Soil Science at a salary of \$3300 per year, effective September 25, 1947. This is a new position.
7. Appointment of Deither Thimme as Instructor in Literature and Fine Arts at a salary of \$3400 per year, effective September 19, 1947, to replace W. W. Quirt who has resigned.
8. Appointment of the following temporary instructors in Written and Spoken English, effective September 29, 1947, for as long as necessary:
 - Lois Banzet, full-time at \$225 per month
 - Mrs. Ruth C. Barrett, full-time at \$200 per month
 - Mrs. John Breck, two-thirds time at \$150 per month
 - Mrs. Molly Daugherty, full-time at \$225 per month
 - Mrs. Frances Hayworth, full-time at \$225 per month
 - Mrs. Rosemary Heist, full-time at \$225 per month
 - Elizabeth R. Osborn, full-time at \$200 per month
 - Mrs. Romeo Tata, two-thirds time at \$150 per month
 - Mrs. Margaret Zerby, full-time at \$225 per month
9. Appointment of Elroy Schoppa as Instructor in Business Administration at a salary of \$3000 per year, effective October 1, 1947. This is a new position.
10. Appointment of John C. Timms as Lecturer in Business Administration at a salary of \$325 for the fall term 1947. This is a new position.
11. Appointment of Jennette Powel Wade as Instructor in Foods and Nutrition at a salary of \$3000 per year, effective October 1, 1947 to replace Evelyn Craig.
12. Appointment of Mrs. Zora I. Braddock as Assistant in Zoology at a salary of \$100 per month, effective September 16, 1947, for as long as necessary.

PRESIDENT'S REPORT, continuedAppointments, continued

Appointments

13. Appointment of Marta Larsson as Instructor in Art at a salary of \$2850 per year, effective September 16, 1947, to replace Allan Leepa who is on leave.
14. Appointment of Janet MacDougall Jones as Assistant in Art at a salary of \$125 per month, effective from September 16 to December 15, 1947. This is a new position.
15. Reappointment of Fred Killeen as Manager of the Music Department at a salary of \$2750 per year, effective for one year only beginning September 1, 1947.
16. Appointment of David Hogue as temporary instructor in Music at a salary of \$100 per month, effective September 16, 1947 for as long as necessary.
17. Appointment of the following temporary instructors in English, effective September 29, 1947 for as long as necessary:
 - Frances C. Babb at \$166.66 per month
 - Mrs. Mary Harrison at \$187.50 per month
 - Mrs. Sallie Williams at \$187.50 per month
18. Terminated the pay of Mrs. Mildred Weisinger, temporary instructor in English, on August 31, 1947, and reappointed her as temporary instructor in English at a salary of \$225 per month, effective September 16, 1947 for as long as necessary.
19. Appointment of the following assistants in Foreign Languages, effective September 16, 1947, for as long as necessary:
 - Cesar Martinez-Campos, part-time at \$160 per month
 - Jean-Jacques Rosier, part-time at \$150 per month
 - Alfonso Jimenez, part-time at \$150 per month
 - Hugo King, part-time at \$160 per month
 - Gonzalo Moreno, part-time at \$160 per month
 - Amparo Ruiz, part-time at \$160 per month
 - Arturo Solano, part-time at \$150 per month
 - Leonidas M. Magalhaes at \$75 per month
 - Mrs. Margot S. Evans, part-time at \$75 per month
20. Appointment of Stuart Curran Chenoweth as Assistant Professor of Speech, Dramatics, and Radio Education at a salary of \$4000 per year, effective October 1, 1947, to replace Harold Hansen.
21. Appointment of the following assistants in Chemistry, effective, September 16, 1947, for as long as necessary:
 - Mrs. Lois Beauchamp, full-time at \$175 per month
 - Ruth E. McMichael, full-time at \$175 per month
 - Mrs. Julia M. Doyal, part-time at \$90 per month
 - Mrs. Sylvia Aho, part-time at \$140 per month
 - Mrs. Dorothy Skinner, full-time at \$180 per month
22. Appointment of the following temporary instructors in Physics and Astronomy, effective September 16, 1947 for as long as necessary:
 - Fred L. Hendrick, part-time at \$90 per month
 - Melvin A. Leach, full-time at \$290 per month
 - J. W. Slaughter, full-time at \$290 per month
23. Appointment of Milton C. Taylor as Instructor in Economics at a salary of \$3600 per year, effective October 1, 1947. Mr. Taylor was employed as an Instructor during 1946-47 at a salary of \$2800 per year.
24. Approval of the employment of William H. Gebhard to supervise the course in the use of scientific instruments in Bacteriology at a salary of \$90 per term to be paid on December 31, March 31, and June 30.
25. Appointment of Robert Franklin Baker as Assistant Professor of Surgery and Medicine at a salary of \$4300 per year, effective October 1, 1947 to replace J. W. Cunkleman.
26. Appointment of the following graduate assistants, effective from September 16, 1947 to June 15, 1948:

| | | |
|--------------------------|---|--|
| Agricultural Engineering | - | Paul E. Schleusener, half-time at \$88.88 per month. New position |
| Animal Husbandry | - | Charles C. Chamberlain, half-time at \$88.88 per month. New position to be paid from Hope-Flannagan funds. Account No. 11-8503 |
| Forestry | - | Thomas C. Nelson, half-time at \$111.11 per month to replace Joseph M. Jackson. |
| | - | Douglas K. Bland, quarter-time at \$44.44 per month |

PRESIDENT'S REPORT, continued

Appointments

Appointments, continued

- Horticulture - Alan Feather, quarter-time at \$44.44 per month. New position.
 - Jessie M. Rawson, quarter-time at \$44.44 per month. New position.
- Wr. & Spoken English - Joyce Judd, half-time at \$88.88 per month, New position to be paid from funds provided in the budget for temporary teachers.
- Business Administration-Rosalie A. Manz, quarter-time at \$44.44 per month. New position.
- Public Administration - Leota Mae Calkins, quarter-time at \$44.44 per month. New position to be paid from Dean's Discretionary fund.
- Entomology - Dale Frank Bray, quarter-time at \$44.44 per month to replace T. G. Darling.
- Art - Richard J. Miller, quarter-time at \$44.44 per month. New position.
 - Mary Le Martin, quarter-time at \$44.44 per month. New position.
 - Robert Bussabarger, half-time at \$88.88 per month. New position.
- Speech, Dramatics and Radio Education - Homer Paris, half-time at \$88.88 per month. New position
 - T. Grant Greaves, half-time at \$88.88 per month. New position.
- Chemistry - Wesley Porterfield, quarter-time at \$44.44 per month. New position.
 - Joseph Mihina, reappointed half-time at \$88.88 per month
 - Shirley Erickson, half-time at \$88.88 per month. New position.
- Geology and Geography - George Theodore Schmitt, halftime at \$88.88 per month. New position.
- Mathematics - David Wendell Miller, quarter-time at \$44.44 per month, Reappointment.
- Physics and Astronomy - Ronald Lavern Martin, quarter-time at \$44.44 per month. New position.
- Economics - James D. Shaffer, half-time at \$88.88 per month to replace R.J. Franklin
 - John William Collinson, half time at \$88.88 per month to replace George F. McGregor.
- Sociology and Anthropol.- E. Ivan Nye, half-time at \$111.11 per month. New position.
27. Appointment of J. Quentin Lynd as graduate fellow in Soil Science at a salary of \$88.88 per month, effective from October 1, 1947 to June 15, 1948, and paid from Institute of Nutrition funds.
28. Appointment of Wilma D. Brewer as graduate fellow in Foods and Nutrition at a salary of \$111.11 per month, effective from September 16, 1947 to June 15, 1948, and paid from Institute of Nutrition funds.
29. Appointment of Adah Cohn as graduate fellow in Botany and Plant Pathology at a salary of \$100 per month, effective from September 16, 1947 to July 14, 1948 and paid from Cerophyl Grant No. 21-2516.
30. Appointment of Jack Kern Krum as graduate fellow in Bacteriology and Public Health at a salary of \$75 per month, effective for one year only beginning September 1, 1947, and paid from National Pickle Packers Association funds. This is a new position.

Travel

Travel

1. Authorization for E. N. Huby to send a messenger after each football game with the moving pictures to Chicago and return, cost to be charged to the Athletic Department.
2. Full expenses for a trip made by Howard Wentz to Aurora, Indiana, on September 22 and 23, to bring back a saddle horse that was purchased recently.
3. Full expenses for Earl Littich and Don Edington to go to Baltimore, Maryland, on September 23, to bring back army radar trucks and trailer.
4. Full expenses for D. H. Stark to attend a meeting of the North Central Livestock Marketing Research Committee in Chicago on October 2-4, to be paid from Experiment Station funds.
5. Full expenses for Margaret Ohlson to attend a committee meeting on cooperative research in nutrition in Chicago or Peoria, Illinois, on October 8-10; to be paid from Experiment Station funds.

Carl Albrecht
 appt. to be
 eff. Sept. 15,
 1947.

Change in Sta-
 tus R. H.
 Kelty

Inc. salary
 Morton Living-
 ston

Appt. Norman
 Sedlander for
 one year.

Change in sta-
 tus Elizabeth
 Pollock

Miscellaneous

1. Change in the effective date of the appointment of Carl F. Albrecht as Assistant Professor of Agricultural Engineering from September 1 to September 15, 1947.
2. Change in status of R. H. Kelty, Assistant Professor of Horticulture, from three-fourths time to half-time at a salary of \$1800 per year, effective September 1, 1947. His salary is divided equally between Extension, Experiment Station, and College.
3. Increase in salary for Morton L. Livingston, temporary instructor in Biological Science, from \$84.38 per month to \$112.50 per month, effective September 16, 1947, for as long as necessary. Mr. Livingston has been given additional teaching assignments.
4. Authorized Norman Sedlander to be placed on the payroll effective September 1, 1947 for one year only. Mr. Sedlander was appointed Instructor in Engineering Drawing at a salary of \$2800 per year in February 1947, but for health reasons the effective date of his appointment was to be determined later.
5. Change in status for Mrs. Elizabeth Pollock from full-time Instructor in English at \$200 per month to half-time temporary instructor in English at a salary of \$100 per month, effective September 16, 1947 for as long as necessary.

PRESIDENT'S REPORT, continuedMiscellaneous, continued

6. Increase in salary for Mary Mae Dang, Assistant in Mathematics, from \$111.11 per month to \$150 per month, effective September 15, 1947. Miss Dang will teach an additional section in Mathematics.
7. Change in the effective date of the appointment of Donald A. Downey, as quarter-time graduate assistant in Soil Science from September 16, 1947, to the period from January 1 to June 15, 1948.
8. Change in the effective date of the appointment of Sarah Freda Leben as half-time graduate assistant in Foods and Nutrition from September 16, 1947, to January 1, 1948.
9. Change in the effective date of the appointment of Yu-jui Li as half-time graduate assistant in Foods and Nutrition from September 16, 1947 to January 1, 1948.
10. Increase in salary for Kenneth R. Robinson, half-time graduate assistant in Chemistry, from \$88.88 per month to \$111.11 per month, effective September 16, 1947.
11. Change in status of the following graduate assistants in Chemistry from quarter-time to half-time, effective from September 16, 1947 to June 15, 1948:
 - John H. Flokstra at \$88.88 per month
 - Robert J. Hathaway at \$111.11 per month
 - Bernardo Sanchez at \$88.88 per month
12. Approved the payment of \$16.94 to Carl R. Perkins, an employee in the Paint Division of Buildings and Utilities, as compensation for time lost because of an injury while working.
13. Approved the payment of \$41.76 to George Edwards, an employee in the Power Plant, as compensation for time lost because of an injury while working.
14. Approved the payment of \$8.80 to Harold Chamberlain, an employee in the Power Plant, as compensation for time lost because of an injury while working.
15. Approved the payment of \$58.42 to Floyd Faustman, an employee in the Plumbing Division, as compensation for time lost because of an injury while working.
16. Approved the establishment of a Secretary-Departmental II position in the Office of Administrative Assistant.
17. Authorized the position of Secretary in Police Administration and the Police Office, funds for this position to be paid from certain savings in the salary account of Police Administration and the balance charged to the College Police Department.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve all the foregoing items under President's Report.

18. Approved the leasing with purchase option of the north 25 acres of SE $\frac{1}{4}$ of NE $\frac{1}{4}$ of Section 36 T4N R2W from Mrs. Emma Elsesser, and the payment of \$100 in cash to Mrs. Elsesser to bind the option. The purchase price of this land is \$300 per acre and a total cost of \$7500.

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

19. Authorized the sale of the Chatham warehouse to the highest bidder, Mr. Joe Brisson, Jr., for \$400 cash and \$300 in lumber products. It is understood that this building is now in a bad state of repair.
20. Authorized the letting of the contract for the water transmission mains to connect up the new wells to Van Orden and Van Ess at a total cost of \$34,260.

On motion of Mr. Armstrong, seconded by Mr. Brody, it was voted to approve items 19 and 20.

RESIGNATIONS

1. Resignation of Earl W. Sutterby as Central Control Officer, effective October 11, 1947.
2. Resignation of Morris McElmurry as Assistant Bookkeeper in the Comptroller's Office, effective October 18, 1947, to accept a position at the Motor Wheel Corporation.
3. Resignation of Melvin A. Anderson as Counselor, effective September 30, 1947, to accept a position at Hiram, Ohio.
4. Resignation of Marjorie Giefel as Instructor (Research) in Horticulture effective October 10, 1947, to accept a position at New Haven, Connecticut. Miss Giefel has been on sick leave since May 10, 1947.
5. Resignation of Mrs. Margaret Stearns Bishop as Instructor in Physical Science, effective September 30, 1947.
6. Resignation of Rose M. Forno as Home Demonstration Agent at Large, effective October 11, 1947, to accept a position at Northern Michigan College of Education.

Inc. salary
Mary M. Dang

Change in
date of appt.
Donald Downey
also
Sarah Freda
Leben
also
Yu-jui Li

Inc. salary
Kenneth Rob-
inson

Change in
status of
Several
Graduate
Assistants

Payment of
\$16.94 to
Carl Perkins,
injury
Payment of
\$41.76 for
Geo. Edwards,
injury
Also Harold
Chamberlain,
\$8.80

\$58.42 Floyd
Faustman
Sec.-Dept. II
established
Off. Adm. Asst.
Secretary
authorized
for Police
Office and
Police Adm.

Approval lease
with purchase
option of
Elsesser land

Approval of
sale of
Chatham ware-
house.
Contract for
water trans-
mission mains
let to Van
Orden VanEss

Resignations

LEAVES

Leaves

1. Leave of absence with pay for George G. Sawdy, Bookkeeper in the Comptroller's Office, for three months beginning August 1, 1947 for health reasons.
2. Leave of absence with pay for H. D. Hootman, Associate Professor (Extension) of Horticulture, for three months beginning December 15, 1947. Mr. Hootman will spend this period of time in studying marketing and handling of fruit and sales promotion on the west coast. He has been a member of the staff since 1920.
3. Leave of absence with pay for Ruth Peck, Assistant Professor (Extension) in Home Economics for two months beginning October 1, 1947, because of illness.
4. Leave of absence with pay for Leon D. Burhans, Assistant Professor of Physical Education, Health and Recreation for Men, for three months beginning October 1, 1947, because of illness.
5. Leave of absence without pay for Wilma D. Brewer, Instructor (Research) in Foods and Nutrition, for one year beginning September 1, 1947, to accept an Institute of Nutrition Fellowship.

Appointments

APPOINTMENTS

1. Appointment of Robert W. McIntosh as Instructor (Extension) in the Conservation Institute at a salary of \$3200 per year, effective November 1, 1947. This is a new position. Mr. McIntosh will work in the Tourist-Resort Service, and his salary is to be paid from Extension funds.
2. Appointment of the following part-time lecturers in the Institute of Short Courses:
 - a. Bruce Kelley at a salary of \$320 for the five months from October 27, 1947 to April 3, 1948.
 - b. Mrs. Leila Foerch at a salary of \$500 for the period from October 27, 1947 to March 4, 1948.
 - c. Mrs. Laura Lickfeldt at a salary of \$1000 for the period from October 27, 1947 to March 4, 1948, paid one-half from Kellogg Short Course and one-half from Vocational Education funds.
3. Appointment of B. C. Ray Sarkar as Visiting Professor (Research) in Agricultural Chemistry with no salary from the College.
4. Appointment of Fred J. Rinker as Technician in the Department of Animal Husbandry at a salary of \$3000 per year, effective September 29, 1947. This is a new position to be paid from Hope-Flannagan Offset funds.
5. Appointment of A. L. Kenowrthy as Assistant Professor of Horticulture at a salary of \$4600 per year, effective November 1, 1947, to replace H. P. Gaston. His salary is to be paid one-fourth from College funds and three-fourths from Experiment Station funds.
6. Appointment of Mary C. Wiseman as Home Demonstration Agent in Washtenaw County at a salary of \$3400 per year, effective October 1, 1947, to replace Frances Wilson who has resigned.
7. Appointment of Harriet Haskell as Home Demonstration Agent in Bay County at a salary of \$3000 per year, effective October 20, 1947 to replace Mrs. Cline who resigned more than a year ago. Her salary is to be paid from Bankhead-Flannagan funds.
8. Appointment of Lorraine Sprague as Home Demonstration Agent in Isabella and Gratiot Counties at a salary of \$3100 per year, effective December 1, 1947. This is a new position to be paid from Bankhead-Flannagan funds.
9. Transfer of Mrs. Lowena L. Murphy from Home Demonstration Agent at Large to Home Demonstration Agent in Ingham County at the same salary of \$3000 per year, effective November 1, 1947, to replace Mrs. Bertine Benedict.
10. Appointment of Arthur Jacobs as Instructor in Effective Living at a salary of \$3000 per year, effective October 1, 1947. This is a replacement for Raymond P. Harris who has been granted leave of absence.
11. Appointment of Walter E. Beardslee as Instructor in Effective Living at a salary of \$2800 per year, effective October 1, 1947. This is a new position.
12. Appointment of the following temporary instructors in Effective Living:
 - a. Mrs. Ruth B. Woodburn, part-time at \$100 per month, effective from October 1 to December 31, 1947.
 - b. Mrs. Ada Belle Ketcham, part-time at \$100 per month, effective from October 1 to December 31, 1947.
 - c. Mrs. Edna P. Drury, part-time at \$100 per month, effective from October 1 to November 30, 1947.
 - d. Mrs. Barbara Dobyns, part-time at \$112.50 per month, effective from October 1 to November 30, 1947.
13. Appointment of John D. Marrs as Assistant Wrestling Coach part-time at a salary of \$50 per month, effective for five months beginning October 16, 1947.
14. Appointment of Anthony G. Arena as Assistant Football Coach part-time at a salary of \$100 per month, effective for two months beginning October 1, 1947.
15. Appointment of John A. Friedrich as Instructor in Physical Education, Health and Recreation for Men at a salary of \$2800 per year, effective October 1, 1947, to replace L. D. Burhans who is on sick leave.

APPOINTMENTS, continued

Appointments

16. Appointment of Boyd R. McCandless as Assistant Professor of Psychology at a salary of \$5500 per year, effective February 1, 1948. This is a new position.
17. Appointment of Gladys L. Anderson as temporary Instructor in Psychology on a part-time, temporary basis at a salary of \$125 per month, effective October 1, 1947, for as long as necessary.
18. Appointment of the following graduate assistants, effective from October 1, 1947 to June 15, 1948:
 - Mechanical Engineering - Luke A. Yerkovich, half-time at \$88.88 per month. New position.
 - Speech, Dramatics, and
Radio Education - Elizabeth L. Sorrell, half-time at \$88.88 per month. New position.
 - Sociology and
Anthropology - Fu-ju Liu, half-time at \$111.11 per month. New position.

TRAVEL

Travel

1. Full expenses for John C. Speck, Jr. and Charles D. Ball to attend a meeting called by the Quartermaster Corps in New York City on October 17 and 18, to be paid from Army Quartermaster Corps fund.
2. Maintenance expenses for J. M. Moore to go to Delaware and Maryland on October 21-27 to study broiler production, to be paid from Extension funds.
3. Full expenses for L. G. Miller to attend a meeting of conference representatives of the Midwest Power Conference in Chicago on October 23.
4. The following travel allowances are requested for staff members to attend the International Harvester Machinery Centennial Exhibition in Chicago on October 23:
 - a. \$8.80 each for A. W. Farrall, M. L. Bailey, F. J. Hassler, F. W. Peikert, and Jack R. Schram.
 - b. \$8.80 each for R. L. Cook and L.S. Robertson, to be paid from Experiment Station funds.
5. Full expenses for H. B. Tukey to attend the national meeting of the United Horticultural Council and serve as chairman of the scientific Section, in Cleveland, Ohio, on October 23 and 24.
6. Mileage on one car for C. D. Hause and another member of the Physics Department staff to attend the meetings of the Optical Society of America and to try to find some physicists at the Placement Register of the American Institute of Physics, in Cincinnati, Ohio, on October 23-25.
7. Full expenses for Paul S. Lucas to attend the meeting of the International Association of Ice Cream Manufacturers and the Dairy Industry Supplies Association in Miami, Florida, on October 25 to November 1; expenses to be paid from Creamery funds.
8. The following travel allowances are requested by staff members to attend the annual Invitational Conference on Testing Problems sponsored by the American Council on Education in New York City on October 31 and November 1:
 - a. Full expenses for Paul L. Dressel
 - b. First-class railway fare for Victor H. Noll.
9. Full expenses for Dean S. E. Crowe to attend a conference on personnel services at the University of Minnesota on November 3-5.
10. First-class railway fare for Orion Ulrey to attend the annual meeting of the National Convocation on the Church in Town and Country in Rochester, New York, on November 3-6; to be paid from Extension funds.
11. The following travel allowances are requested by staff members to attend the annual Outlook Conference in Washington, D. C., on November 3-7:
 - a. Full expenses for H. J. Wyngarden
 - b. Full expenses for C. M. Hardin, Norman L. Smith, Olevia C. Meyer, and H. A. Berg; to be paid from Extension funds.
12. Full expenses for A. W. Farrall or J. S. Boyd to attend a conference of the Midwest Plan Service in Chicago on November 6-8; to be paid from Experiment Station funds.
13. Mileage on one car for R. H. Noble to go to Columbus, Ohio, on November 7 and 8 to obtain and transport to Michigan State College a set of patterns for parts of an infra-red spectrometer now in construction here; and to inspect the equipment and arrangement of the Physics Shop of the Ohio State University.
14. Full expenses for W. L. Treaster to attend the meeting of the Association of Land-Grant Colleges and Universities in Washington, D. C., on November 10-12; to be paid from Extension funds.
15. Full expenses for B. R. Proulx to attend the National Hotel Exposition in New York City and to meet the officials of the American Hotel Association on November 10-14; to be paid half from College funds and half from American Hotel Association Testing Laboratory funds.
16. First-class railway fare for Mrs. Mabelle Ehlers to attend the School Food Service Association Convention in Dallas, Texas, on November 12-15.

2502 TRAVEL, continued

- L Travel
17. Full expenses for G. O. Stewart to attend the alumni meeting in connection with the Temple Game in Philadelphia on November 13-15.
 18. The following travel allowances are requested by staff members to attend the annual meeting of the American Society of Agronomy in Cincinnati, Ohio, on November 16-20:
 - a. First-class railway fare for J. W. Thayer, Jr.; to be paid from Experiment Station funds.
 - b. Mileage on two cars for members of the Soil Science Department; to be paid half from College and half from Experiment Station funds.
 - c. Mileage on one car for members of the Farm Crops Department.
 19. First-class railway fare for Troy L. Stearns to participate in the Great Lakes Conference on Education in Chicago on November 17-19.
 20. Full expenses for L. J. Bratzler to go to Chicago on November 19 and 20 to meet with the managers and directors of livestock producer agencies from this region.
 21. First-class railway fare for Ray Hutson to attend the Eastern Branch meetings of the Association of Economic Entomologists in Philadelphia, on November 20 and 21; to be paid from Experiment Station funds.
- Gift \$1000
O.W. Mourer
- MISCELLANEOUS
1. Gift of \$1000 from O. W. Mourer of Lansing. Mr. Mourer wishes no publicity, and the money may be used for any purpose the State Board of Agriculture believes to be desirable.
- Will of Peter
V. Ross
accepted
2. Communication from Arthur W. Brouillet, Attorney in San Francisco, advising the State Board of Agriculture of the death of Peter V. Ross of the Class of 1895. Mr. Ross' will leaves 10 per cent of all his property to Michigan State College. The attorney estimates the gross value of the estate to be between \$150,000 and \$200,000.
- On motion of Mr. Brody, seconded by Mr. Akers, it was voted to accept with gratitude the bequest of the late Peter V. Ross. The communication from Mr. Brouillet was referred to Attorney Ballard to protect the College interests in the estate.
- Memo of under-
standing with
Research Dept
Gen. Mills.
3. Memorandum of understanding with the Research Department of General Mills, Inc. of Minneapolis, Minnesota, covering a grant of \$75 to reimburse the Horticulture Department for certain services performed for them.
- Memo of under-
standing Com.
Solvents Corp.
4. Memorandum of understanding with the Commercial Solvents Corporation of Terre Haute, Indiana, covering a grant of \$1500 to be used to establish a graduate fellowship and purchase supplies in a study of the use of penicillin in veterinary disease problems. The work will be supervised by the Department of Surgery and Medicine.
- Memo of under-
standing Pitts-
burgh Plate
Glass
5. Memorandum of understanding with the Pittsburg Plate Glass Company of Pittsburg, Pennsylvania, covering a grant of \$2000 to be used to establish a graduate fellowship and pay necessary expenses in connection with studies to be conducted in the Department of Horticulture relating to the use of "IPC" for the control of quackgrass and other weeds.
- Peoples Church
offers 4 acres
of land to
College for 10-
yr. period.
6. The Board of Trustees of the Peoples Church offer to lease to the College without charge for a ten-year period the four acres given to the Church some years ago directly adjacent to the college property on the west side of Harrison Road next to the Red Cedar River.
- On motion of Mr. Armstrong, seconded by Mr. Brody, it was voted to approve the above item and to instruct the college officers to take such steps as are possible looking forward to eventually acquiring title to this property.
- Salary inc.
Theodore Si-
mon.
7. Increase in salary for Theodore B. Simon, Assistant Construction Engineer, from \$3600 to \$4200 per year, effective October 1, 1947.
- Salary of
Rolla Noonan
increased.
8. Increase in salary for Rolla F. Noonon, Electrical Engineer, from \$3800 to \$4200 per year, effective October 1, 1947.
- Salary of Jas.
Gardner in-
creased.
9. Increase in salary for James Gardner, Assistant in Dormitories and Food Services, from \$3000 to \$3300 per year, effective November 1, 1947.
- Salary of
M. Dmochowski
increased.
10. Increase in salary for Michael Dmochowski, Assistant in Men's Residence Halls, from \$2800 to \$3100 per year, effective November 1, 1947.
- Salary of
Margaret Week-
ley increased.
11. Increase in salary for Margaret S. Weekley, Dietitian in Snyder-Phillips Halls, from \$2900 to \$3200 per year, effective October 1, 1947.
- Change in sal-
ary Mrs. Starr-
ing approved.
12. Change in salary of Mrs. Robert W. Starring, Hostess in Snyder Hall, from \$1380 to \$1440 per year, effective September 1, 1947.
- Salary of Wor-
th Ross inc.
13. Increase in salary for Worth Ross, Assistant Physician at the Health Service, from \$7000 to \$7500 per year, effective Octbber 1, 1947.
- Resignation of
Harold Sellers
Nov. 15, 1947.
14. Change in the effective date of the resignation of Harold G. Sellers as County Agricultural Agent in Cheboygan County from October 15 to November 15, 1947.
- Inc. salary
Eugene F. Oak-
berg.
15. Increase in salary for Eugene F. Oakberg, Instructor (Research) in Anatomy, from \$3400 to \$3700 per year, effective October 1, 1947. His salary is paid from Swift and Company funds.

MISCELLANEOUS, continued

16. Increase in salary for Dorothy B. Woods, Technician in Anatomy, from \$2000 to \$2200 per year, effective October 1, 1947. Her salary is paid from Swift & Company funds.
17. Increase in salary for Wilbur B. Brookover, Assistant Professor of Social Science and of Sociology and Anthropology, from \$4100 to \$4300 per year, effective October 1, 1947.
18. Payment of an additional \$55 per month to John C. Speck, Jr., Instructor (Research) in Chemistry, effective October 1, 1947, for as long as necessary. Mr. Speck is working on the Quartermaster Corps project, but is teaching some classes in chemistry.
19. Increase in salary for Leo Zaikowski, graduate fellow in Bacteriology and Public Health, from \$2600 to \$3000 per year, effective October 1, 1947, and paid from National Sanitation Foundation funds.
20. Increase in salary for David J. Kahler, Instructor (Research) in Bacteriology and Public Health from \$2800 to \$3000 per year, effective October 1, 1947, and paid from National Sanitation Foundation funds.

Inc. salary Dorothy Woods
 Inc. salary Wilbur Brookover.
 Add. \$55 per month paid John Speck
 Inc. salary Leo Zaikowski
 Inc. salary David Kahler

21. The following amounts have been paid salaried employees since the Board meeting in September:

| <u>Auditorium</u> | | <u>Auditorium</u> | | <u>Auditorium</u> | | <u>Auditorium</u> | |
|-------------------|-----|-------------------|-----|-------------------|-----|----------------------|------|
| W. F. Burt | \$5 | Laurence Searl | \$5 | Neal Whitehead | \$5 | Elmer Peterson | \$5 |
| L. E. Chapman | 5 | Robert Troxell | 5 | Charles Branz | 5 | | |
| Helen Evans | 5 | Wayne VanRiper | 5 | John Emery | 5 | <u>Miscellaneous</u> | |
| Mildred Jeffers | 5 | Clella Weissinger | 5 | Noel Miller | 5 | Helen Greene | \$20 |

Additional amount paid salaried employees

22. Report that Ralph Van Hoesen, Assistant Professor of Education, is 52 years of age.
23. Recommendation from the Retirement Committee that George G. Sawdy, Bookkeeper in the Comptroller's Office, be retired on a disability pension of \$738 per year, effective November 1, 1947. Mr. Sawdy suffered a heart attack on July 29.
24. Dean Emmons recommends that Lyman W. Bodman, Instructor in Music, be permitted to teach violin students at Olivet College for such fees as Olivet may wish to extend.
25. Reclassification of a Secretary-Departmental II in the Office of Women's Dormitories to Secretary-Executive, effective October 1, 1947. Marjorie Christie holds this position.
26. Additional half-time Clerk-Stenographer position in Economics, to be financed by \$682.50 of the academic salary allotment which has not been used.

Ralph Van-Hoesen to be included under retirement plan.

Lyman Bodman permitted to teach violin at Olivet.
 Reclass. of Sec. Dept. II position.
 Half-time Cl-Sten. Econ.

On motion of Mr. Mueller, seconded by Mr. Akers, it was voted to approve all the foregoing items under Resignations, Appointments, Leaves, Travel and Miscellaneous.

27. Recommendation from a committee that a portion of the horse barn be remodeled to provide facilities for a nursery school for the families living in the college housing area, and that such a nursery school be established:

- a. Mr. McDonel, Mr. Munson, and Mr. Erickson estimate the cost of remodeling the horse barn for the nursery school at \$18,000.
- b. The committee estimates the cost of operating the nursery at about \$8000 per year and suggests that the Kellogg Foundation be invited to cooperate in this project.

Kellogg Foundation to be asked to participate in operation for nursery school in college housing area.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to request the Kellogg Foundation to cooperate in this project with the understanding that the college will finance the changes to the structure if the Kellogg Foundation will subsidize the operation for a reasonable period.

ADDITIONAL ITEMS

Resignations

1. Resignation of Alice G. Beckwith as Nurse at the Health Service, effective November 30, 1947.
2. Resignation of Mrs. Helen A. Jameson as Nurse at the Health Service, effective November 16, 1947.

Resignations

Appointments

1. Appointment of Charlotte M. Cyphers as Nurse at the Health Service at a salary of \$2300 per year, effective October 20, 1947, to replace Helen Jameson.
2. Appointment of Kathryn C. Russell as Nurse at the Health Service at a salary of \$2200 per year, effective November 10, 1947, to replace Alice G. Beckwith.
3. Appointment of Ralph William Purdy as Instructor (Research) in Engineering Experiment Station at a salary of \$2800 per year, effective January 1, 1948. This is a new position.
4. Appointment of Wendell Westcott as College Carillonneur at a salary of \$500 for the period from October 1, 1947 to June 30, 1948.
5. Appointment of Vernon Hunter Baker as graduate fellow in Agricultural Engineering at a salary of \$100 per month, effective for one year beginning January 1, 1948. This is a new position to be paid from Consumers Power Company funds.
6. Appointment of Walter Mack as Assistant Professor of Bacteriology and Public Health at a salary of \$4800 per year, effective December 1, 1947. This is a new position.

Appointments

ADDITIONAL ITEMSAppointments, continued

Appointments

7. Appointment of Howard Hollenbach as graduate fellow in Bacteriology and Public Health at a salary of \$100 per month, effective from September 1, 1947 to June 30, 1948 and paid from U.S. Public Health Service funds.
8. Appointment of Ethel Mae Jolliffe as half-time graduate assistant in Bacteriology and Public Health at a salary of \$88.88 per month, effective from September 16, 1947 to June 15, 1948.

Travel

Travel

1. Full expenses for M.E. Cravens to attend a meeting of the North Central Regional Technical Committee on the Marketing of Potatoes in Chicago, on October 25 and 26; to be paid from Experiment Station funds.
2. Full expenses for Leslie W. Scott to attend the New York Hotel Exposition in New York City on November 12.
3. Full expenses for Ray Nelson to go to southern California early in November to make plantings of disease-resistant stocks of celery seed for increase; to be paid from Experiment Station funds.
4. Full expenses for R. L. Carolus to go to Akron, Ohio, on November 17 and 18 to confer with representatives of the Pliofilm Division of the Goodyear Company; and to Cincinnati on November 18-21 to confer with personnel in the Kroger Research Department; to be paid half from Experiment Station funds and half from funds provided by the Kroger Company.
5. Request for a contribution of \$100 in total to subsidize 10 agricultural education seniors to act as supervisors for 200 FFA members of the Michigan high schools on their trip to the national convention in Kansas City on October 19 to 23.
6. Full expenses for R. N. Hatch to attend an advisory committee meeting for the Division of Professional Training in Philadelphia on October 24 and 25. This committee will meet to plan an Official Manual on The Training of Vocational Counselors.

Check for \$150 from Geo Gargett to be used as student loan fund

Miscellaneous

1. Check for \$150 from George G. Gargett to be used as a student loan fund.
2. Change in status of Jay H. Kauffman from half-time to quarter-time graduate assistant in Sociology and Anthropology, and a salary reduction from \$88.88 to \$44.44 per month, effective from September 16, 1947 to June 15, 1948.
3. Dean Emmons requests authorization to transfer funds provided in the budget for a position in Philosophy to make it possible to hire a needed teacher in the Department of Botany to be effective at the beginning of winter term.
4. It is necessary to replace the north side of the roof of the large barn at the Lake City Experiment Station. The cost is estimated at \$800, and should be charged to 1947-48 Alterations and Improvements.
5. An additional \$560 is requested to complete the drainage work at the Trumble and Beaumont farms, to be charged to 1947-48 Alterations and Improvements.
6. Request for an appropriation of \$11,040 for the Campus Police Department. This includes \$10,000 for salaries for additional patrolmen, and \$1,040 for uniforms and equipment for the new men.

On motion of Mr. Akers, seconded by Mr. Armstrong, it was voted to approve item 6.

Ch. status Jay Kauffman
Funds transferred from Phil. to Bot. for needed teacher.

No. side of roof of large barn at Lake City replaced \$560 approved to complete drainage at Trumble & Beau farms.
\$11,040 appro. for Police

7. Request from Professor Card and Dean Anthony asking that a portion of the funds paid by the State Police for the poultry equipment on Harrison Road be made available for the construction of a brooder house and other poultry field buildings.

On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to authorize the preparation of plans, specifications and cost estimates covering the desired buildings,- this to be reported back to the Board before any action is taken.

Plans and spec for brooders approved to be reported back to Bd.

8. Communication from 22 members of the staff of the Art Department and the Department of Literature and Fine Arts Commending the decision on the type of architecture selected for the hotel and continuing education building.

Letter from Art Dept. on decision of type of archi. for new hotel bldg.

9. Recommendation that the new physics and mathematics building be called PHYSICS MATHEMATICS.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve item 9.

Phys. & Math bldg. to be called PHYSICS MATHEMATICS

10. The President discussed the request of Dr. Bessey for use of space in the Science Building as was originally contemplated when the building was first designed. Inasmuch as all the space in the building is going to be required for other activities, the Board expressed the opinion that adequate and suitable space can be made available in Morrill Hall for Dr. Bessey's use.

Adequate space in Morrill Hall to be made available for Dr. Bessey Res. from Pot Develop. Assoc

11. Communication from Mr. R. M. LaJeunesse, Secretary-Manager of the Michigan Potato Development Association, transmitting a resolution asking for an additional potato substation in the Upper Peninsula and in the west-central white producing area of the Lower Peninsula.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

- 12. The President reported that an agreement had been reached by all parties concerned and that all additional greenhouses to be built are to be built in the same general area - west of Farm Lane north of the Grand Trunk Railroad with the Horticulture greenhouses nearest Farm Lane and the Farm Crops and other greenhouses to the west of the Horticulture greenhouses.
- 13. Discussion of the budget for 1948-49 and the request to be made of the special session of the Michigan legislature.

Greenhouses on campus all to be built in same general area.
Discussion of 1948-49 budget.

On motion of Miss Jones, seconded by Mr. Mueller, it was voted to instruct the President, Secretary and Comptroller to submit the tentative budget and request for appropriations to the State Budget Director as outlined in the discussions and as reviewed by the Board this day with the changes that were made.

Dr. Combs to be called Administrative on Academic Affairs.

- 14. Discussion of the status of Professor Combs and suggested title of Administrative Assistant on Academic Affairs.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve item 14.

- 15. Recommendation from Dean Anthony and Professor Tukey that the \$150,000 appropriated by the legislature for the use of the Horticulture Department be expended as follows:

Approval of budget for use of Hort Dept.

| | |
|---|---------------|
| Conversion of Apiculture Building (Nursery crop use) | \$ 2,500 |
| Reconversion of Horticulture Building (general use) | 40,000 |
| Equipment (general use and processing) | 52,500 |
| Greenhouses (floriculture, vegetable crops and general use) | 40,000 |
| Farm Structure (general use) | <u>15,000</u> |
| | \$150,000 |

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the above budget and to authorize the expenditure of funds as outlined.

Approval of 500 additional sq. ft. floor space.

- 16. Request from Mr. Larzelere, Chairman of the Board of Directors of the Red Cedar Cooperative Association, for permission to add to the veterans' cooperative store approximately 500 square feet of floor space.

On motion of Mr. Armstrong, seconded by Miss Jones, it was voted to approve item 16.

Darin & Armstrong awarded contract for construction of sidewalk along Shaw Lane

- 17. Recommendation that Darin and Armstrong be awarded the contract for the construction of a sidewalk along Shaw Lane and also around the parking area at the corner of Shaw Lane and Farm Lane. The estimated cost is \$11,100.

On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to approve item 17.

Add. Cl.-Sten approved for Bus. & Pub Service Off.

- 18. Request from Dean Rodney for an additional Clerk-Stenographer I position in the Dean's Office of the School of Business and Public Service. An appropriation of \$1800 is necessary.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve all the items under Additional Items on which action does not appear.

Pres. Sec. & Comptroller authorized to review stadium plans and award contract on fixed fee basis.

- 19. The President reviewed the progress of the plans and negotiations looking toward the construction of the combined dormitory-stadium project.

After a lengthy discussion of all the possibilities, on motion of Mr. Brody, seconded by Miss Jones, it was voted to proceed with the construction of a separate stadium in accordance with the plans reviewed by the Board this day, - the stadium to seat 50,000 persons to include the increasing of the present football field in the form of a bowl and the addition of additional rows of seats on either side. The President, Secretary and Comptroller are authorized to review the bids as submitted and to award the contract for construction on the basis of a fixed fee cost; and Mr. Cress is authorized to proceed to arrange the necessary financing - details to be submitted to the Board for approval.

Pres. and Sec. authorized to proceed with plans for dormitory for men.

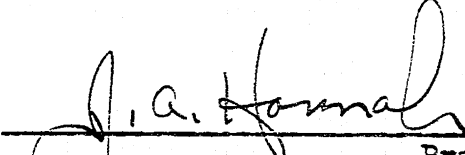
On motion of Mr. Mueller, seconded by Mr. Akers, it was voted to authorize the President and Secretary to proceed to have plans and specifications prepared for a dormitory for men to accommodate approximately 900 students to be located east of Farm Lane south of the Red Cedar River between Farm Lane and the radio tower.

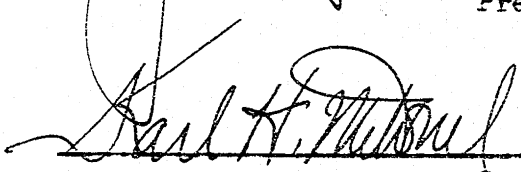
Mr. Cress authorized to arrange for extension of bank loans to January 1, 1948.

- 20. Mr. Cress appeared before the Board and presented a progress report on financing the self-liquidating projects.

After considerable discussion, on motion of Mr. Akers, seconded by Mr. Armstrong, it was voted to authorize Mr. Cress to arrange for an extension of the bank loans to January 1, 1948 at the present rate of interest. Mr. Cress is to continue his negotiations in connection with the other financing projects under discussion.

The meeting adjourned at 3:45 p.m.



 President


 Secretary