

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
October 17, 1946

Present: Mr. Berkey (Chairman); Messrs. Armstrong, Brody, Mueller; Miss Jones; Dr. Elliott
President Hannah, Assistant Comptroller Pierson, Secretary McDonel

Absent: Mr. Akers.

The meeting was called to order at 10:20 a.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Cancellation of the appointment of the following graduate assistants for 1946-47:
 - a. Charles W. Dunham, Horticulture
 - b. Frank B. Klackle, Horticulture
 - c. William Yount, Botany and Plant Pathology
 - d. John W. Heimforth in Chemistry
 - e. James R. Criscione in Chemistry
 - f. Winfred L. Ettesvold in Economics
2. Resignation of Ralph Tieche as head baker at Mason-Abbot Hall, effective as of July 31, 1946. Mr. Tieche has been on military leave since November 1, 1942, and it was expected that he would return to work on August 1, 1946.
3. Resignation of Mercer Patriarche as Assistant Manager of the State College Book Stores, effective August 31, 1946. Mr. Patriarche has re-entered school.
4. Resignation of Paul Nordoff as Assistant Professor of Literature and Fine Arts in the Basic College and of Music in the School of Science and Arts, effective August 31, 1946, because of health.
5. Cancellation of the appointment of A. M. Eldersveld as Instructor in Written and Spoken English which was to have been effective on September 1, 1946.
6. Resignation of Earl J. Milligan as Instructor in Written and Spoken English, effective October 6, 1946, because of his inability to find adequate housing.
7. Resignation of Mabel P. Anderson as Instructor in Education, effective September 14, 1946.
8. Resignation of B. Lillian Nelson as Instructor in Education, effective September 15, 1946.
9. Resignation of Mrs. Renee Kerr as Instructor in Foreign Languages, effective August 31, 1946.
10. Cancellation of the appointment of David Itriago as Assistant in Foreign Languages.
11. Cancellation of the appointment of Jorge Motta as Assistant in Foreign Languages.

Appointments

Appointments

1. Appointment of Mrs. Marie Bates as Dietitian and Social Hostess at Wells Hall at a salary of \$185 per month, effective September 1, 1946, to replace Mrs. Helwig who was paid on the labor payroll. Mr. and Mrs. Bates will occupy the basement apartment at Wells Hall.
2. Appointment of Marcus Arthur Maxon as Instructor in Short Courses and in Horticulture at a salary rate of \$3000 per year, effective from October 1 to December 31, 1946. This is a new position, and the College will be reimbursed for his salary by the State Board of Control for Vocational Education.
3. Appointment of John F. Schlueter as Assistant Director of the Placement Service at a salary of \$3000 per year, effective October 1, 1946. This is a new position.
4. Appointment of Robert E. Loree as Assistant Professor of Horticulture at a salary of \$200 per month, effective from October 15, 1946 to March 15, 1947. This is in addition to Mr. Loree's retirement pay.
5. Appointment of George Edward Braunschneider as Instructor in Biological Science at a salary of \$2800 per year, effective September 30, 1946. This is a new position.
6. Appointment of Ben R. Burmester as Instructor in Biological Science on a part-time basis at a salary of \$125 per month, effective from September 30 to December 19, 1946. This is a new position.
7. Appointment of Alfred M. Lucas as Instructor in Biological Science on a part-time basis at a salary of \$187.50 per month, effective September 30, 1946, for as long as necessary.

PRESIDENT'S REPORT, continued

Appointments

8. Appointment of the following instructors in Effective Living on a part-time basis, effective October 1, 1946 for as long as necessary:
 - a. Edmund H. Thorne at \$125 per month.
 - b. Mrs. Hannah Kimball at \$100 per month.
9. Appointment of Mrs. Claude M. Newlin as Instructor in History of Civilization at a salary of \$225 per month, effective September 15, 1946 for as long as necessary.
10. Appointment of Otto J. Gombosi as Assistant Professor of Literature and Fine Arts at a salary of \$3400 per year, effective September 15, 1946. Mr. Gombosi will replace Paul Nordoff who has resigned.
11. Appointment of the following instructors in Literature and Fine Arts:
 - a. Anne C. Garrison, \$200 per month on a full time basis, effective September 30, 1946, for as long as necessary.
 - b. Barbara Mills Laging, \$100 per month on a half-time basis, effective September 26, 1946 for as long as necessary.
12. Appointment of John Clinton Bayless as Instructor in Physical Science at a salary of \$3000 per year, effective September 20, 1946. This is a new position.
13. Appointment of David Perry Stewart as Instructor in Physical Science at a salary of \$2700 per year, effective October 1, 1946. This is a new position. Mr. Stewart had formerly been appointed to a half-time graduate assistantship in Geology and Geography.
14. Appointment of Arthur W. Else as Instructor in Social Science at a salary of \$3200 per year, effective September 15, 1946. This is a new position.
15. Appointment of Arthur D. Angell as Assistant Professor of Social Science at a salary of \$3800 per year, effective September 15, 1946, to replace Austin VanderSlice who has resigned.
16. Appointment of Mrs. Marguerite Slack as part-time Instructor in Social Science at a salary of \$115 per month, effective September 30, 1946, for as long as necessary.
17. Appointment of Maurice E. Clark as Instructor in Social Science and in Written and Spoken English at a salary of \$120 per month on a part-time basis, effective October 1, 1946, for as long as necessary.
18. Appointment of Maxine Eyestone as Instructor in Written and Spoken English at a salary of \$2500 per year, effective October 14, 1946. This is a new position.
19. Appointment of Betty Louise Wilson as Instructor in Written and Spoken English at a salary of \$2900 per year, effective October 1, 1946, to replace E. J. Milligan who has resigned.
20. Appointment of Harry C. Beaman as Instructor in Written and Spoken English at a salary of \$3100 per year, effective September 23, 1946. This is a new position.
21. Appointment of Harry C. Beaman as Instructor in Written and Spoken English at a salary of \$3100 per year, effective September 23, 1946. This is a new position.
22. Appointment of Meredith R. Taylor as Instructor in Written and Spoken English at a salary of \$3200 per year, effective October 1, 1946. This is a new position.
23. Appointment of the following instructors in Written and Spoken English, effective October 1, 1946, for as long as necessary:
 - a. Robert Boniece, \$150 per month on a part-time basis.
 - b. Shirley Caswell, \$150 per month on a part-time basis.
 - c. Mrs. Hildegard Meloy, \$70 per month on a part-time basis.
 - d. Mrs. Mary M. Leichty, \$70 per month on a part-time basis.
 - e. Robert B. Hamlin, \$225 per month on a full-time basis.
 - f. Mrs. Hilda Petersen, \$225 per month on a full-time basis.
 - g. Mrs. Marguerite White, \$200 per month on a full-time basis.
 - h. Mrs. Ruth C. Barrett, \$200 per month on a full-time basis.
 - i. Mildred Toogood, \$70 per month on a part-time basis.
 - j. Mrs. Molly Daugherty, \$225 per month on a full time basis.
 - k. Mrs. Romeo Tata, \$150 per month on a part-time basis.
 - l. Mrs. John Breck, \$150 per month on a part-time basis.
24. Appointment of Culver Bailey as Instructor in Business Administration at a salary of \$3200 per year, effective October 1, 1946. This is a new position.
25. Appointment of Charles Bernard Brink as Lecturer in Social Service at a salary of \$1000 per year, effective September 23, 1946. This is a new position.
26. Appointment of Charles R. E. Wessel as Instructor in Engineering Drawing at a salary of \$3000 per year, effective September 21, 1946. This is a new position.
27. Appointment of George Yerganian as Assistant in Botany and Plant Pathology at a salary of \$50 per month on a part-time basis, effective October 1, 1946 for as long as necessary.
28. Appointment of Earl John Milligan as Instructor in Written and Spoken English at a salary of \$3000 per year, effective September 15, 1946. (See Resignations).

PRESIDENT'S REPORT, continuedAppointments, continued

28. Appointment of Greta D. Slack as Instructor in Education at a salary of \$3350 per year, effective October 1, 1946, to replace Martha Addy.
29. Appointment of Ruth Adler as Instructor in Art at a salary of \$2600 per year, effective October 1, 1946. This is a new position.
30. Appointment of Mary Gardner Oliver as Instructor in Music on a half-time basis at a salary \$1200 per year, effective September 1, 1946.
31. Appointment of Mrs. Adalyn Luthin as Instructor in English at a salary of \$166.66 per month on a part-time basis, effective September 30, 1946, for as long as necessary.
32. Appointment of Mrs. Lucy Panshin as Instructor in English on a part-time basis at a salary of \$166.66 per month, effective September 30, 1946, for as long as necessary.
33. Appointment of Beth Shaw as Instructor in English on a part-time basis at a salary of \$166.66 per month, effective September 30, 1946, for as long as necessary.
34. Appointment of Herman Struck as Instructor in English on a part-time basis at a salary of \$40 per month, effective September 30, 1946, for as long as necessary.
35. Appointment of Mrs. Lucy McAlpin as Instructor in English at a salary of \$110 per month, effective September 30, 1946, for as long as necessary. This is additional to Mrs. McAlpin's work as secretary in Horticulture, and her total salary is to be at the rate of \$250 per month for the period that she teaches English.
36. Appointment of Margaret K. Roehm as Instructor in Foreign Languages at a salary rate of \$2400 per year, effective from October 1, 1946 to August 31, 1947 to replace Mrs. Renee Kerr.
37. Appointment of Mrs. Ruth Radimersky as Instructor in Foreign Languages at a salary rate of \$2600 per year, effective from October 1, 1946 to June 30, 1947.
38. Appointment of the following part-time assistants in Foreign Languages, effective October 1, 1946 for as long as necessary:
- Mrs. Grace Kikuchi at \$115 per month.
 - Georges Joyaux at \$65 per month.
 - Miss Haygouchi Keshishian at \$90 per month.
 - Cesar Yazigi at \$65 per month.
39. Appointment of the following assistants in Chemistry, effective for as long as necessary:
- Virginia Bogart on a full time basis at \$175 per month, effective September 16, 1946.
 - Paul Elvin Trudgen on a full time basis at a salary of \$175 per month, effective September 25, 1946.
 - Jeanne Sorge on a full time basis at a salary of \$175 per month, effective October 1, 1946.
 - Esther Brandt on a part-time basis at \$87.50 per month, effective October 1, 1946.
 - Jacquelyn Sears on a part-time basis at a salary of \$87.50 per month, effective October 1, 1946.
 - Russell M. Wheeler on a part-time basis at a salary of \$150 per month, effective October 1, 1946.
40. Appointment of Mrs. Clyde M. Campbell as Instructor in Geology and Geography at a salary of \$225 per month on a full time basis, effective October 7, 1946, for as long as necessary.
41. Appointment of Laura Jean Bullard as Instructor in Mathematics at a salary of \$2600 per year, effective September 1, 1946. This is a new position.
42. Appointment of the following instructors in Mathematics, effective for as long as necessary:
- Stanley K. Frisbie on a full-time basis, salary \$250 per month, effective September 30
 - Gaylord Nelson on a full time basis at a salary of \$275 per month, effective September 28, 1946.
 - Mrs. Grace P. Black on a part-time basis at a salary of \$90 per month, effective September 30, 1946.
 - Fred L. Hendrick on a part-time basis at a salary of \$45 per month, effective October 1, 1946.
 - Elmer L. Keith on a part-time basis at a salary of \$90 per month, effective September 30, 1946.
 - Foster M. VanVliet on a part-time basis at a salary of \$125 per month, effective September 30, 1946.
 - Mrs. Mabel Wilson on a part-time basis at a salary of \$90 per month, effective September 30, 1946.
 - Guy G. Specker (Associate Professor) on a part-time basis at a salary of \$150 per month, effective September 30, 1946. This is in addition to his retirement pay.
 - Margaret W. Zimmer on a part-time basis at a salary of \$165 per month, effective October 3, 1946.
 - Wanda B. Dewey on a part-time basis at a salary of \$70 per month, effective October 3, 1946.
 - William C. Wylie on a part-time basis at a salary of \$90 per month, effective September 30, 1946.

Appointments

PRESIDENT'S REPORT, continued

Appointments

Appointments, continued

43. Appointment of the following instructors in Physics and Astronomy, effective for as long as necessary:
- J. W. Slaughter on a full-time basis at a salary of \$275 per month, effective September 27, 1946.
 - J. O. Peterson on a part-time basis at a salary of \$125 per month, effective September 25, 1946.
 - George A. Simmermacher on a full-time basis at a salary of \$275 per month, effective September 16, 1946.
 - Melvin A. Leach on a full-time basis at a salary of \$275 per month, effective September 25, 1946.
44. Appointment of George R. Thornton as Assistant Professor of Psychology at a salary of \$250 per month for part-time work, effective September 30, 1946, for as long as necessary.
45. Appointment of the following graduate assistants for the year 1946-47:
- | | |
|-----------------------------|--|
| Forestry | - Ray E. Pfeifer, quarter-time at \$44.44 per month. |
| Horticulture | - William V. Burnett, quarter-time at \$44.44 per month. |
| Landscape Architecture | - Mary Elizabeth Collier, half-time at \$88.88 per month. |
| Business Administration | - Harry Newton Barnes, Jr., quarter-time at \$44.44 per month. |
| Entomology | - Calvin E. Pederson, half-time at \$88.88 per month. |
| Speech, Dramatics and Radio | Shirley Jane Foresman, quarter-time at \$44.44 per month. |
| Education | |
| Chemistry | - James Kirn, quarter-time at \$44.44 per month. |
| | - Charles D. Siders, quarter-time at \$44.44 per month. |
46. Appointment of Donald Satchell as graduate fellow in Soil Science at a salary of \$83.33 per month, effective for one year beginning September 16, 1946, and paid from Farmers and Manufacturers Beet Sugar Association fund #494.

Travel

- Full expenses of \$33.91 for a trip made by A.W. Farrall to Washington, D. C., on August 9-11, to interview a candidate for a position in the Department of Agricultural Engineering.
- Full expenses for J. G. Hays to go to Chicago for a meeting in connection with the recruitment transportation and housing of 1500 additional Jamaicans and Mexicans for the sugar beet harvest; expenses to be paid from Emergency Farm Labor funds.
- Full expenses for V. R. Gardner to attend a meeting of Experiment Station Directors in Chicago on September 23; expenses to be paid from Experiment Station funds.
- Full expenses for Robert Krause to go to Chicago, Camp Ellis and Fort Sheridan on September 27-30 to speed up the purchase of equipment for sugar beet workers from the War Assets Administration; expenses to be paid from Emergency Farm Labor funds.
- Full expenses for a trip made by R. H. Nelson to the University of Illinois on September 29 and 30 to select a herd sire for the college flock of Hampshire sheep.
- Full expenses for J. G. Hays to go to Chicago on September 28 to October 2 to speed up the purchase of equipment for sugar beet workers; expenses to be paid from Emergency Farm Labor funds.
- Full expenses for H. B. Tukey to attend the regional conference for heads of departments of horticulture at Cleveland, Ohio, on October 7 and 8, expenses to be paid from Experiment Station funds.
- Full expenses for Dean Anthony to attend a meeting of the directors of the American Country Life Association in Chicago on October 11.
- Mileage on one car for E. C. Prophet, P. C. Morrison, P. L. Bailey, and Marcia Allen to attend the fall field trip of the American Society of Professional Geographers in Akron and Kent, Ohio, on October 12 and 13.
- Full expenses for Edna Brown to attend the meetings of the American Dietetics Association in Cincinnati, Ohio, during the week of October 14. This replaces the former authorization for Dean Dye, Edna Brown, Faye Kinder, and Margaret Ohlson to attend these meetings.
- Full expenses for K. J. McCristal to attend the Midwest College Conference of Representatives of Graduate Physical Education Schools at State Park, Indiana, on October 14 and 15.

Miscellaneous

- Approval of continuation of the agreement with the Quartermaster Depot of the War Department covering a study of some chemical factors involved in the "browning" of certain food constituents. The work is being done by the Chemistry Department, and the College will be reimbursed for expenses incurred not to exceed \$7250.
- Change in the effective date of the appointment of Mrs. Lennah K. Backus as Instructor (Extension) in Home Management and Child Development from September 1 to September 16, 1946.

Approval
Quartermaster
Depot agree-
ment.

Change date
appt. Lennah
Backus to
Sept. 16, 1946

PRESIDENT'S REPORTMiscellaneous, continued

3. Change in the effective date of the appointment of Mrs. Jean Trembley Rich as Instructor in Literature and Fine Arts from September 15 to September 1, 1946.
4. Change in the effective date of the appointment of Ross J. Fliger, half-time graduate assistant in Education, from September 16, 1946 to January 1, 1947.
5. Clarification of the status of Mrs. Elizabeth Thornton who was included in the list of hostesses for fall term. She is to be paid at the old rate of \$1680 per year for the month of September 1946, and her leave without pay is to be effective from October 1 to December 31, 1946. She will not serve as a hostess for the fall term and should not receive pay for that work until she returns in January at the rate of \$1320 per year with maintenance.
6. Increase in salary for George R. Price, Assistant Professor of English, and of Literature and Fine Arts, from \$3300 to \$3700 per year, effective October 1, 1946.
7. Change in status of Mrs. Frances Hayworth, Instructor in Written and Spoken English, from full time at \$225 per month to part-time at \$150 per month, effective October 1, 1946.
8. Change in status of Maurice Strait from a temporary basis at a salary of \$200 per month to Instructor in Business Administration on a permanent basis at a salary of \$2800 per year, effective October 1, 1946.
9. Change in title for W. F. Morofsky from Assistant Professor to Associate Professor of Entomology and an increase in salary from \$3800 to \$4000 per year, effective October 1, 1946.
10. Change in status for Mary Gardner Oliver, Instructor in Music, from half-time at a salary of \$1200 per year to full time at a salary of \$2400 per year, effective September 30, 1946.
11. Increase in salary for Arnold L. Williams, Assistant Professor of English, from \$3100 to \$3400 per year, effective October 1, 1946.
12. Approval of the following adjustments in the salaries of the staff of the Department of Foreign Languages:
 - a. Gonzalo Moreno, from \$125 to \$140 per month, effective September 1, 1946.
 - b. Hugo King, from \$125 to \$140 per month, effective September 1, 1946.
 - c. Jose Areba, from \$125 to \$140 per month, effective October 1, 1946.
 - d. Ampara Ruiz, from \$125 to \$140 per month, effective October 1, 1946.
 - e. Mrs. C. L. Miller, from \$62.50 to \$125 per month, effective October 1, 1946.
 - f. Arturo Ochoa, from \$115 to \$65 per month, effective October 1, 1946.
13. The correct title of B. J. Killham is Associate Professor(Extension) of Animal Pathology, since he is paid entirely from Extension funds.
14. Approval of two additional clerical positions for the purchasing Office, a Clerk II classification at a salary of \$2100 and a Clerk I classification at a salary of \$1560.
15. Approval of an additional clerk-typist position in the Mimeograph Department at a rate of \$1560 per year.
16. Approval of an additional Clerk I position at the Health Service at a salary of \$1560 per year.
17. Approval of three additional clerk-typist positions in the Office of Veterans' Affairs.
18. Approval of a Secretary Departmental I position in the Department of Effective Living.
19. Approval of a full-time Departmental Secretary I position in the Department of Psychology to serve both the Department of Philosophy and the Department of Psychology. This full-time position is to take the place of the half-time position formerly authorized.
20. Approval of a statement from Ernst and Ernst in the amount of \$469.35 for their services rendered during March 1946.
21. Authorization for Mr. Pierson to carry the accounts for a few weeks on Food Stores, Physics, Agricultural Engineering, and Electrical Engineering until the contracts are written.
22. Approval of installation of lights on Harrison Avenue at a total cost of \$1300 and an annual rental and maintenance of \$340.
23. Accepted the proposal of Hatzel and Buehler to replace the telephone conduits serving Williams Dormitory and the Weather Bureau at a total estimated cost of \$1630, including a fixed fee of \$130.
24. Accepted the proposal of VanOrden and VanEss for sanitary and storm sewers and water lines for the Physics Building, the sewer to cost a lump sum of \$1050 and the water mains a lump sum of \$925.
25. Accepted the proposal of VanOrden and VanEss for the installation of sanitary and storm sewers and water lines for the Agricultural Engineering Building, the sewer to cost a lump sum of \$600 and the water main to cost a lump sum of \$230.

Change date appt. Jean Rich to Sept. 1, 1946

Ross Fliger to Jan. 1, 1947.

Clarification status Elizabeth Thornton

Inc. salary Geo. Price to \$3700

Frances Hayworth full time

Maurice Strait full time.

Ch. in title W.F. Morofsky to Assoc.Prof. & inc. salary

Mary G. Oliver full time.

Inc. Arnold Williams.

Adjustments in salaries for staff of Dept. For. Lang.

Title Killham ham Assoc. Prof. (Ext.)

2 additional clerical positions Purchasing off. 1 add. position Mimeo.

1 add. clerk approved Health Ser. 3 Vets.Aff.

1 Sec.-Dept. I Eff. Living Dept. Sec. I Dept. Psych. & Philos.

Approval statement Ernst & Ernst Mr. Pierson

to carry acct. on several bldgs.

Lights to be installed on Harrison Ave. Hatzel & Bueh.

to replace tel. conduits To Williams & Weather Bur.

VanOrden & VanEss sanitary & storm sewers to Phys.Bldg.

and to Ag. Bldg.

RESIGNATIONS

Resignations

1. Resignation of H. William Newland as Assistant County Agricultural Agent in Tuscola County, effective October 31, 1946. Mr. Newland has been appointed Instructor in Animal Husbandry at the College.
2. Resignation of Karl Pfeifer as quarter-time graduate assistant in Forestry, effective October 5, 1946.
3. Resignation of John F. Schlueter as quarter-time graduate assistant in Physical Education, Health and Recreation for Men, effective August 31, 1946. Mr. Schlueter has been appointed Assistant Director of the Placement Service at the College.
4. Resignation of William T. Rounds as half-time graduate assistant in Farm Crops, effective October 7, 1946. Mr. Rounds has entered the Ingham County Tuberculosis Sanatorium as a patient.
5. Resignation of L. C. Stephens as Assistant Cashier, effective October 8, 1946, to accept a position with the Oldsmobile Agency.
6. Resignation of Donald H. White as Assistant Physician at the Health Service, effective September 30, 1946.
7. Resignation of Susie Avis Brown as General Assistant at the Library, effective October 15, 1946.
8. Resignation of Wilma Bennett as Assistant Librarian, effective October 24, 1946, to accept a position at the University of Wisconsin.
9. Resignation of Lyle A. Thorburn as 4-H Club Agent in Washtenaw County, effective October 15, 1946. Mr. Thorburn has accepted an appointment in the Institute of Short Courses at the College.
10. Resignation of Vivian P. MacFawn as Assistant Professor (Extension) of Foods and Nutrition, effective October 31, 1946, to accept a position as Assistant State Leader in South Dakota.
11. Resignation of D. M. McLean as Assistant Professor (Research) of Botany and Plant Pathology, effective October 31, 1946 to accept a position with the U. S. Department of Agriculture in the State of Washington.

LEAVES

Leaves

1. Leave of absence without pay for Harry R. Hoppe, Assistant Professor of English and of Literature and Fine Arts, from February 1 to August 31, 1947. Mr. Hoppe has been granted a Belgian American Foundation Scholarship for study in Belgium and Holland.
2. Extension of leave of absence without pay for Emily Parker, Home Demonstration at large for the Upper Peninsula, from November 1, 1946 to April 30, 1947. Miss Parker has been on leave without pay since June 1 because of illness and death in her family.

APPOINTMENTS

Appointments

1. Appointment of Mrs. Helen A. Jameson as Clinic Nurse at the Health Service at a salary of \$1800 per year, effective October 9, 1946. This is a new position.
2. Appointment of Mary Violet Nakfoor as Staff Nurse at the Health Service at a salary of \$1800 per year, effective October 16, 1946, to replace Ruth Bailey.
3. Appointment of Mrs. Mary Alice Quinton as General Assistant in the Library at a salary of \$1800 per year, effective October 15, 1946, to replace Susie Avis Brown.
4. Appointment of Laurence D. Hardy as News Writer in Public Relations at a salary of \$3200 per year, effective October 14, 1946 to December 31, 1946. This is a new position.
5. Appointment of George B. Nelson as Instructor (Research) in Agricultural Engineering at a salary of \$3000 per year, effective January 1, 1947. This is a new position to be paid from Tourist and Resort funds until July 1, 1947 and from other research funds after July 1.
6. Appointment of Mrs. Jetta A. White as Home Demonstration Agent in Monroe County at a salary of \$2900 per year, effective November 1, 1946, to replace Mrs. Ruth Sutton who has resigned.
7. Appointment of Elaine Hudson as Home Demonstration Agent at Large at a salary of \$2700 per year, effective October 21, 1946. This is a new position.
8. Appointment of Arden M. Peterson as 4-H Club Agent in Newaygo and Oceana Counties at a salary of \$2800 per year, effective November 1, 1946. This is a new position.
9. Transfer of Carl H. Hemstreet from County Agricultural Agent in Grand Traverse County to District Horticultural Agent in the Grand Traverse Area and Assistant Professor (Extension) of Horticulture, and an increase in salary from \$4100 to \$4400 per year, effective December 1, 1946. This is a new position to be paid from Bankhead-Flannagan funds.
10. Transfer of Arthur W. Glidden from County Agricultural Agent in Otsego and Montmorency Counties to County Agricultural Agent in Grand Traverse County and a salary increase from \$3400 to \$3600 per year, effective December 1, 1946. Mr. Glidden will replace Mr. Hemstreet.

APPOINTMENTS, continued

Appointments

11. Appointment of Mrs. Nellie Loomis as Instructor in Effective Living on a part-time basis at a salary of \$100 per month, effective October 1, 1946 for as long as necessary.
12. Appointment of J. B. Munson as Instructor in Effective Living on a part-time basis at a salary of \$100 per month, effective October 1, 1946, for as long as necessary.
13. Appointment of Mrs. Pauline Pepinsky as Instructor in Effective Living on a part-time basis at a salary of \$100 per month, effective October 1, 1946.
14. Reappointment of Fred Killeen as Manager of the Music Department at a salary of \$2500 per year, effective for one year only beginning September 1, 1946.
15. Reappointment of Maurice Dumesnil as Associate Professor of Music at a salary of \$3700 per year effective for one year only beginning September 1, 1946.
16. Appointment of Jack Dunlap as Assistant in Parasitology at a salary of \$125 per month, effective from October 1, 1946 to June 30, 1947 and paid one-half from College and one-half from Experiment Station funds.
17. Reinstatement of H. J. Stafseth as Professor of Bacteriology at a salary of \$5500 per year, effective September 24, 1946. Dr. Stafseth was granted a year's leave without pay on October 3, 1945, to go to China in charge of a national veterinary project under UNRRA.
18. Appointment of the following graduate assistants, effective from October 1, 1946 to June 15, 1947:

Forestry	- Dudley Hall, half-time at \$88.88 per month, to replace Scott Pauley.
Physical Education, Health and Recreation	- Louis J. Lori, half-time at \$88.88 per month, to replace John F. Schlueter.
Chemistry	- William M. King, quarter-time at \$44.44 per month. This is a new position.
	- Franklin W. Herrick, quarter-time at \$44.44 per month. This is a new position.
19. Appointment of Frances Couture as graduate fellow in Social Service at a salary of \$44.44 per month, effective from September 16, 1946 to June 15, 1947, and paid from the fund provided by the Community Chest.

TRAVEL

Travel

1. First-class railway fare for Orion Ulrey to attend a meeting of the Board of Directors of the American Country Life Association in Chicago on October 10; to be paid from Extension funds.
2. Full expenses for R. H. Nelson to accompany the judging team to the Annual Livestock Judging Contest of the American Royal Show at Kansas City, Missouri, from October 16-23.
3. Full expenses for Dean Crowe to attend a committee meeting of the Higher Education Department of the National Education Association in Chicago on October 20 and 21.
4. Full expenses for L.A. Haak to participate in the two-day conference of the Teachers College Conference Group at the University of Chicago on October 21 and 22.
5. Full expenses for L. J. Bratzler to attend the National Frozen Food Locker Convention in Cleveland, Ohio, on October 28 and 29.
6. Full expenses for Dean Dye to attend a conference of the Home Economics Education Service of the U. S. Office of Education in Washington, D. C. on October 28-31.
7. Full expenses for Dean Dye to attend the 50-year celebration of the School of Home Economics at Ohio State University at Columbus, Ohio on November 1 and 2.
8. Full expenses for Paul L. Dressel to attend a conference on testing problems called by the Committee on Measurement and Guidance of the American Council on Education in New York City on November 2.
9. Maintenance expenses not to exceed \$50 for G. H. Hill to attend the National Clinic on Teacher Education sponsored by the Council on Cooperation in Teacher Education in Atlanta, Georgia, on November 3-9.
10. Full expenses for D. E. Wiant to attend the National Farm Electrification Conference in Chicago on November 7 and 8; expenses to be paid from Extension funds.
11. Full expenses for Hazel B. Strahan to attend the Textile Research Institute on Production Progress through Textile Research in New York City on November 8. Miss Strahan will also look for possible staff members on this trip.
12. First-class railway fare for C. C. DeWitt to attend the Oklahoma Mineral Industries Conference at Ada, Oklahoma, on November 7-9.

October 17, 1946

TRAVEL, continued

Travel

13. Full expenses for R. H. Nelson to attend a Shropshire Sheep Type Conference at Purdue University on November 8 and 9.
14. Authorization for the following members of the staff to attend the National Conference of the Protestant Church in Town and Country in Des Moines, Iowa, on November 12-14:
 - a. Full expenses for E. B. Hill
 - b. First-class railway fare for Orion Ulrey; expenses to be paid from Extension funds.
15. Authorization for the following members of the staff to attend the meetings of the American Public Health Association in Cleveland, Ohio, on November 12 to 14:
 - a. Full expenses for W. L. Mallman, to be paid from the National Sanitation Foundation Fund.
 - b. Full expenses for F. W. Fabian, to be paid from Experiment Station funds.
 - c. First-class railway fare for C. S. Bryan.
16. Full expenses for B.R. Proulx to attend the National Hotel Exposition in New York City and meet with officials of the American Hotel Association on November 11-14; expenses to be paid half from College and half from American Hotel Association Testing Laboratory funds.
17. Authorization for the following staff members to attend the annual meeting of the General States Section of the Society of American Foresters at Spring Mill Park, Indiana: J.W. Creighton, R. C. Deckert, P. W. Robbins, H. A. Stoehr, T. D. Stevens, P. A. Herbert, and W. Ira Bull. The group will use a college station wagon for the trip.
18. Mileage on one car and maintenance expenses for Stuart Hildebrand to attend the annual meeting of the International Crop Improvement Association in Omaha, Nebraska, on November 18-23; expenses to be paid from Michigan Crop Improvement Association funds. Mr. Hildebrand will be accompanied by C. M. Harrison, Richard Bell, and Leyton Nelson.
19. Maintenance expenses for C. H. Harrison to attend the annual meeting of the International Crop Improvement Association in Omaha, Nebraska on November 18 to 23; expenses to be paid from Michigan Crop Improvement Association funds.
20. Authorization for the following staff members to attend the annual meeting of the American Society of Agronomy and the Soil Science Society of America in Omaha, Nebraska, on November 18-20:
 - a. Mileage on one car for members of the staff of the Soil Science Department.
 - b. Mileage on one car for E. E. Down, S. T. Dexter, J. W. Thayer, and R. E. Decker of the Farm Crops Department.
21. Full expenses for G. O. Stewart to attend the College Day at Horace Mann High School at Gary, Indiana, on November 19.
22. Mileage on two cars for members of the staff of the Department of Written and Spoken English to attend the annual meeting of the National Council of English Teachers in Atlantic City, New Jersey, on November 29 and 30.
23. Authorization for the following staff members to attend meetings in connection with the International Livestock Exposition in Chicago on November 29 through December 3:
 - a. Full expenses for G.A. Branaman and W. N. McMillen to attend the meetings and assist in showing college cattle, sheep and hogs.
 - b. Full expenses for R. H. Nelson and L. J. Bratzler to accompany the Livestock Judging Team and Meat Judging Team.
 - c. First-class railway fare for G.A. Brown and L. H. Blakeslee.
 - d. Full expenses for Lee Bell, Charles Walker, and George Helbig to exhibit cattle, sheep and swine.
 - e. Mileage on one car for C. F. Huffman, Kenneth Dunn, Ray Ely, and Earl Weaver to attend meetings of the American Society of Animal Production on November 29 and 30; to be paid from Experiment Station funds.
 - f. First-class railway fare for R.W. Luecke to attend the meeting of the American Society of Animal Production on November 29 and 30; to be paid from Experiment Station funds.
 - g. Full expenses for R.S. Hudson, Byron Good, John MacAllan, Howard Wentz, and Andrew Quirrie to exhibit Percherons and Belgians (November 27 to December 8).
 - h. First-class railway fare for Frank Thorp to present a paper at the meeting of the Society of Animal Production on November 29 and 30.
 - i. Mileage on one car for members of the staff of Animal Pathology to attend the Conference of Research Workers in Animal Diseases of North America and the meeting of the U. S. Livestock Sanitary Association on December 3 to 6.
 - j. Mileage on one car and maintenance expenses for Dean Giltner to attend the meeting of veterinary deans and the conferences of research workers. Members of the staff of the Bacteriology Department will accompany Dean Giltner.

MISCELLANEOUS

1. Report of the deaths of former students in the war as follows:

Lloyd Keyes Greenamyer, Class of 1928, Commander in the Navy, was killed in action in the Aleutians on May 14, 1943. He was enrolled in Engineering during 1924-25, having entered from Lansing. He was awarded the Navy Cross and the Purple Heart.

Report of
deaths of former
students
in war.

MISCELLANEOUS, continued

1. Report of the deaths of former students in the war as follows: continued:

Roland Roegge Loeffler, Class of 1945, Second Lieutenant in the Army Air Forces, was killed in action over Germany on March 24, 1945. He was enrolled in Engineering during 1941-1943, having entered from Detroit.

Roland Edward Webb, Class of 1946, Second Lieutenant in the Army Air Forces, was killed near Japan on September 25, 1946. He was enrolled in Police Administration during the fall term of 1942, having entered from Ann Arbor.

2. Report of the death of Elijah Grover on August 20, 1946. Dr. Grover had been a member of the staff since 1913 and was Associate Professor of Education at the time of his retirement in September 1938.
3. Report of the death of John Carter on September 30, 1946. Mr. Carter was a groom at the horse stables until his retirement on September 1, 1941.
4. Acknowledgement of a gift of \$1000 from Mr. O. W. Mourer to be credited to the special alumni war memorial fund #513R.
5. Acknowledgement of a scholarship of \$300 from the First Federal Savings and Loan Association of Detroit for the benefit of worthy students in the real estate course.
6. Acceptance of a grant of \$750 from the American Legion Department of Michigan to be credited to the Guy M. Wilson Scholarship fund. These scholarships are sponsored by the American Legion, and five students receive scholarships of \$150 per year.
7. Acceptance of a check for \$1000 from the G.L.F. Mills, Inc. of Buffalo, New York to be used as a grant-in-aid in support of research work in the Farm Crops Department. A special account is to be set up known as the G. L. F. Research Fund to be drawn upon by the Farm Crops Department.
8. Approval of a memorandum of understanding and acceptance of a grant of \$1600 from the Cerophyl Laboratories, Inc., of Kansas City, Missouri, to be used for the establishment of an assistantship in the Department of Botany and Plant Pathology and for supporting a study of the physiology of grass.
9. Increase in salaries for members of the Library staff, effective October 1, 1946, as follows:
- Henrietta Alubowics, Reference Librarian, from \$2400 to \$2600.
 - Rosalie Baker, Assistant in Charge of Assigned Reading, from \$2300 to \$2500.
 - Frieda Hinrichs, Head Cataloger, from \$2700 to \$2900.
 - Merrill Jones, Assistant Librarian, from \$3000 to \$3300.
 - Keith Knight, General Assistant, from \$1800 to \$1900.
 - Mrs. Roger R. Miller, Assistant, from \$2100 to \$2200.
 - Kathleen O'Brien, Assistant, from \$2000 to \$2300.
 - Mary Pressler, Order Librarian, from \$2400 to \$2600.
 - Mary B. Wood, Assistant Cataloger, from \$2100 to \$2300.
 - Philippa Yelland, General Assistant, from \$2000 to \$2100.
10. Change in status of John Brotzman from quarter-time to half-time graduate assistant in Physical Education, Health and Recreation for Men at a salary of \$88.88 per month, effective October 1, 1946.
11. Change in status of Russell Maatman from half-time to quarter-time graduate assistant in Chemistry at \$44.44 per month, effective September 16, 1946.
12. Change in status of James G. Renno, Jr., from quarter-time to half-time graduate assistant in Mathematics at \$88.88 per month, effective October 1, 1946.
13. Change in status of Mrs. Jane Cumming Walter from half-time to three-quarter time graduate in Mathematics at \$133.32 per month, effective October 1, 1946.
14. Change in status of Harold P. Gaston from half-time Horticulture Experiment Station and half-time Emergency Farm Labor to full-time Emergency Farm Labor at the same salary of \$4200 per year, effective from November 1, 1946 to June 30, 1947.
15. Increase in salary for H. A. Berg, Assistant Director of Extension, from \$5000 to \$5500 per year, effective November 1, 1946.
16. Increase in salary for Frank W. Suggitt, Assistant County Agricultural Agent at Large, from \$2600 to \$2900 per year, effective November 1, 1946.
17. Increase in salary for Clifford R. Humphrys, Assistant County Agricultural Agent at Large, from \$2500 to \$2800 per year, effective November 1, 1946.
18. Increase in salary for Walter Toenjes, Superintendent of the Graham Experiment Station, from \$2700 to \$2900 per year, effective November 1, 1946.
19. Change in title of Nathan S. Hall from Assistant Professor to Associate Professor of Soil Science and an increase in salary from \$3600 to \$4300 per year, effective November 1, 1946.

Report of death of Elijah Grover

Report of Death of John Carter.
Gift of \$1000 from O.W. Mourer
\$300 from First Fed. Sav. & Loan of Det.
Grand \$750 Am. Legion

Check \$1000 from G.L.F. Mills

Memo of agree and grant \$1600 from Cerophyl

Increases in salary approved for several members Library staff.

John Brotzman changed to half-time grad. asst.
Russell Maatman changed to quarter-time Asst.
James Renno to half-time
Jane Cumming Walter to 3/4 time Asst.

Change in status Harold Gaston

Inc. salary H.A. Berg to \$5500

Inc. salary Frank Suggitt to \$2900

Inc. salary C.R. Humphrys to \$2800

Inc. salary Walter Toenjes to \$2900

Change title N.S. Hall to Assoc. Prof. Soil Sci.

MISCELLANEOUS, continued

- Change in status Perry Olson to full time
Inc. salary Wm. Young
Inc. salary L.C. Knorr
Change in pay ment salary Henry Larzelere
Trans. Arthur Mauch to Asso Prof. Econ pd $\frac{1}{2}$ college & $\frac{1}{2}$ Extension
Inc. salary Frances Rice
Inc. salary Lisa Neu
Additional amounts paid salaried people.
Change in salary Grant Haist to \$55 per month. Appro. \$1300 to purchase equipment for typing course
Upper class students hired in Engineering to teach classes.
\$4000 appropriated for Budget of Dean of Home Ec.
No action on request of Pere Marquette to purchase land on Harrison Rd.
Discussion preliminary audit by Ernst & Ernst
20. Change in status of Perry T. Olson, Instructor in Effective Living, from part-time to full-time basis and a salary increase from \$150 to \$250 per month, effective October 1, 1946.
21. Increase in salary of William Young, part-time Instructor in Effective Living, from \$150 to \$200 per month, effective October 1, 1946. Dr. Young is teaching additional classes.
22. Increase in salary for Lewis C. Knorr, Assistant Professor (Extension) of Botany and Plant Pathology, from \$3600 to \$4000 per year, effective November 1, 1946.
23. Change in payment of the salary of Henry E. Larzelere, Assistant Professor of Economics, from one-half from College and one-half from Experiment Station funds to one-fourth from College, one-fourth from Experiment Station, and one-half from Extension funds, effective October 1, 1946.
24. Transfer of Arthur Mauch from Associate Professor (Extension) of Economics and paid entirely from Extension funds to Associate Professor of Economics and paid one-half from College and one-half from Extension funds, effective October 1, 1946.
25. Increase insalary for Frances B. Rice, Instructor (Research) in Bacteriology, from \$2200 to \$2400 per year, effective October 1, 1946, and paid from Central Brucella Funds.
26. Increase in salary for Lisa Neu, Technician in Bacteriology, from \$1800 to \$2300 per year to be effective when she returns from a trip she contemplates making to Germany.
27. The following amounts were paid staff members during the month of September in addition to their regular salaries:
- | | | | |
|------------------|---------|--------------|---------|
| Christina Gunn | \$12.35 | Docia Meyer | \$15.00 |
| Sibyl Siegfried | 1.30 | L. A. Robert | 121.50 |
| Edith Gilhooley | 20.00 | D. J. Hall | 121.50 |
| Ethel Longstreet | 16.50 | | |
28. Change in salary for Grant Haist, quarter-time graduate student in Chemistry for the school year 1946-47 from \$44.44 per month to \$55.55 per month, effective September 16, 1946.
29. Request from Dean Rodney for an appropriation of \$1300 for the purchase of typewriters, chairs, and tables for the course in typing.
30. To provide teachers to meet the need in Engineering, it is necessary to hire upper-class students to do some types of instructional work. The following men have been put on the labor payroll at \$80 per month for the college year charged to the budgets of the respective departments:
- | | |
|---------------------------------------|--|
| a. H. D. Gibbons, Civil Engineering | d. W. Simons, Engineering Drawing |
| b. J. E. Lyons, Civil Engineering | e. E. F. Vidro, Electrical Engineering |
| c. L. E. Sobkowski, Civil Engineering | |
- It is now requested that an appropriation be made increasing the budgets enough to take care of this unexpected expenditure:
- | | | |
|---------------------------|----------------------------|------------------------------|
| Civil Engineering, \$2400 | Engineering Drawing, \$800 | Electrical Engineering \$800 |
|---------------------------|----------------------------|------------------------------|
31. Request from Dean Dye for an additional appropriation of \$4000 for the Deans budget of the School of Home Economics. This was omitted from the budget for 1946-47.
- On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve all the foregoing items under President's Report, Resignations, Leaves, Appointments, Travel, and Miscellaneous Items on which action does not already occur.
32. The Pere Marquette Railroad wishes to purchase or lease an area adjacent to the Grand Trunk Railroad at Harrison Road. The area involved is now being used for FPHA housing.
- On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to advise the Pere Marquette Railroad that the College is not interested at this time in selling or leasing this area.
33. Discussion of the preliminary audit report of Ernst and Ernst.
- The Board from time to time during the past several years has set aside certain funds for use for the specific purposes of rehabilitation of educational structures and for the purchase and acquisition of educational materials and equipment. To clarify the status of these accounts this action reaffirms the intention of the Board and formally appropriates these specific funds as set aside prior to July 1, 1945 for those specific purposes:

Special Rehabilitation	\$248,274.55
Special Gov't Trainee Contingencies	100,100.00
Special Replacement Contingencies	239,103.49
Special Bonded Building	113,117.62
Funds invested	\$700,495.66
Special Government Trainee Contingencies Fund	34,501.10
	<u>\$734,996.76</u>

It is also the policy of the Board to permit the Creamery and other similar activities to accumulate their earnings from year to year to be eventually used only upon Board appropriation for purposes allied with each activity.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve the above Miscellaneous Item 33.

MISCELLANEOUS, continued

34. The President discussed the desirability of retaining Ernst and Ernst to audit the accounts for the present fiscal year with the specific request that they set up as soon as possible a satisfactory system for checking and auditing the construction accounts for the buildings now under way.

On motion of Mr. Berkey, seconded by Miss Jones, it was voted to retain Ernst and Ernst to audit the accounts and records for the present fiscal year.

ADDITIONAL ITEMSResignations

1. Resignation of Mary Beth Barton as general duty nurse at the Health Service, effective October 31, 1946. Miss Barton plans to be married.
2. Resignation of Rieno Turunen as 4-H Club Agent in Baraga, Houghton, and Keweenaw Counties, effective November 9, 1946, to take over his parents' farm.
3. Resignation of Lyle W. Mabbott as Assistant Professor of Civil Engineering, effective as of August 31, 1946. Mr. Mabbott was on military leave from September 1, 1941, and has now accepted another position.
4. Resignation of E. C. Tabor as Assistant Professor of Chemistry, effective October 31, 1946, to accept a position with the U. S. Public Health Service.

Leaves

1. Leave of absence with pay for J. A. Brown, County Agricultural Agent in Presque Isle County, from December 1, 1946 to February 28, 1947, to travel and study rural electrification. Three weeks of this time is vacation time.
2. Leave of absence with half pay for Mrs. Alice Leathers, Instructor in Foreign Languages, for one year beginning January 1, 1947. Mrs. Leathers will study in South and Central America. She has been a member of the staff since 1925.

Appointments

1. Appointment of Theodore B. Simon as Assistant Construction Engineer at a salary of \$3400 per year, effective November 1, 1946, to replace Ray Brennan.
2. Appointment of Alma Middlehook as general duty nurse at the Health Service at a salary of \$1800 per year, effective October 21, 1946. This is a new position.
3. Appointment of Maud Shapiro as Instructor in Written and Spoken English at a salary of \$2700 per year, effective October 21, 1946. This is a new position.
4. Appointment of Mrs. Alice Thorpe as Instructor (Research) in Home Management and Child Development at a salary of \$100 per month, effective October 21, 1946, for as long as necessary. This is a replacement of Esther Everett who has been transferred, and is to be paid from Purnell funds.
5. Appointment of Donald F. Restool as quarter-time graduate assistant in Botany and Plant Pathology at a salary of \$44.44 per month, effective October 1, 1946. This is a new position to be paid from the funds of the Cereophyl Laboratories, Inc.
6. Appointment of Jean Marie Boucher as staff nurse at the Health Service at a salary rate of \$1800.00 per year, effective November 1, 1946, replacing Mary Beth Barton.

Travel

1. Full expenses for B. V. Alfredson and J. R. Stiefel to go to Washington, D. C., on October 16-20 to discuss with members of the Pure Food and Drug Administration certain problems concerning the toxicity studies on "Roccal" in rats now in progress in the Department of Physiology and Pharmacology; expenses to be paid from Experiment Station funds.
2. Full expenses for L. G. Miller to attend a meeting of representatives of the Mid-West Power Conference in Chicago on October 24.
3. Full expenses for G. O. Stewart to attend the football game in Lexington, Kentucky, on October 31 to November 2.
4. Full expenses for Katherine Hart, Kathleen Maahs, and Elizabeth Adams to go to Knoxville, Tennessee on November 3-8 to study the organization and personnel policies of the S. & W. Cafeteria.
5. First-class railway fare for G. J. Wallace to attend the meeting of the Wilson Ornithological Club in Omaha, Nebraska, on November 28-30.
6. First-class railway fare for B. T. Ostenson to attend the Midwest Wildlife Conference in Columbia, Missouri, on December 5-7.
7. Full expenses for Ray Nelson to California to plant the seed of our disease-resistant celery varieties and to select suitable isolated sites for the growing of the mother plants; expenses to be paid from Celery Disease Revolving Fund.

Ernst & Ernst retained to conduct 1946-1947 audit

Resignations

Leaves

Appointments

Travel

ADDITIONAL ITEMS, continuedMiscellaneous

- Grand \$1500 from Borden Co. Found. for Home Ec. C.R. Humphrys cont. on res. funds
Salary R.A. Fennell inc.
Salary inc. W.O. Fremont
- Payment \$50 for 3 mos. John Speck.
- Payment add. \$50 per mo. to several instructors in Math.
Inc. salary Mabel Wilson
- Change in date appt. John Brooks to June 15¹⁹⁴⁶
4 add. clerks Compt. off.
- 1 Sec.-Dept. Dorms. & F. Ser
1 Cl.-Typ. Quonset Vill.
- Several new positions approved for Registrar's Reclassification Alice DesErmia
- 1 new clerk typist office Vets. Affairs. Biol. Techn. to be employ. Aid granted families of vets. thru Pub. Health Dr. Stafseth thanks Bd. for leave.
- Report of Pres. on provisions of Hope Flanagan Act.
- Disc. effect Amendment #2 on financing college. Testing for Brucellosis to be turned over to St. Dept. Agri. Statement Badgley for surg. work Horace Campbell.
\$250 approp. for publ. of book by H.R. Hoppe
1. Acceptance of a grant of \$1500 from the Borden Company Foundation, Inc. of New York City to be used for the continuation of the Borden Home Economics Scholarship Award program.
 2. Continuation of Clifford R. Humphrys on Research funds through October 31, 1946, to complete the mapping in Gogebic County.
 3. Increase in salary for R.A. Fennell, Associate Professor of Zoology, from \$3800 to \$4100 per year, effective November 1, 1946.
 4. Increase in salary for Wynn O. Fremont, part-time Instructor in Foreign Languages, from \$75 per month to \$100 per month, effective October 1, 1946.
 5. Payment of \$50 per month for the months of October, November, and December to Dr. John Speck who is assistant in the teaching of organic chemistry for a few hours each week.
 6. Payment of an additional \$50 per month for the months of October, November, and December to the following instructors in Mathematics:

Frances Davis	Jennie Master
W. P. Fuller	Nicholas Musselman
H. A. Hanson	M. C. Volpel
S. R. Johnson	
 7. Increase in salary for Mabel Wilson, part-time instructor in Mathematics, from \$90 to \$125 per month, effective October 1, 1946.
 8. Change in the effective date of the appointment of John D. Brooks, quarter-time graduate assistant in Chemistry, from July 1 to June 15, 1946.
 9. Request for four additional Clerk I positions in the Comptroller's Office.
 10. Request for one Secretary-Departmental I position for the Office of Dormitories and Food Services.
 11. Request for one Clerk-typist position in the Quonset Village office. This position on the salary payroll will replace a similar position on the labor payroll.
 12. Request for the following new positions in the Registrar's Office:
 - a. 7 Clerk-Typist positions at \$1560 per year.
 - b. 3 Clerk-Typist positions at \$1680 per year.
 - c. 1 Clerk II position at \$1800 per year.
 13. Request for the reclassification of Mrs. Alice Des Ermia from a Clerk-Stenographer I to a Clerk-Stenographer II in the Registrar's Office with a salary increase from \$1680 to \$1800 per year, effective October 1, 1946.
 14. Request for one new Clerk-Typist position in the Office of Veterans' Affairs.
 15. Request for authorization to employ a full-time biological technician at a salary not to exceed \$3000 per year in the Department of Biological Science.
 16. Report of the granting of aid through the Michigan Public Health Department for the families of veterans housed in the veterans projects.
 17. Communication from Dr. Stafseth thanking the Board for the leave of absence permitting him to spend a year in China as Chief Veterinarian of the China Office of UNRRA.
 18. The President reported on the general provisions of the Hope Flanagan Act pointing out that it would be necessary for the State to match these funds to be used for Agricultural Experiment Station and Agricultural Extension, to the extent of \$267,668.90 for 1947-48; \$535,337.80 for 1948-49 and \$802,006.70 for 1949-50 and \$1,070,675.60 for 1950-51 and subsequent years.

On motion of Mrs. Brody, seconded by Mr. Armstrong, it was voted to instruct the college officials to include a request for the necessary offset funds when making the request to the next session of the legislature.
 19. Discussion of the effect of the constitutional Amendment #2 on the possible financing of Michigan State College.
 20. Discussion of the problems that have arisen in connection with the continuance of testing for Brucellosis in the Veterinary School and recommendation that a program be worked out contemplating the turning over of this routine program to the State Department of Agriculture at the end of the present fiscal year.
 21. Statement from W. O. Badgley for \$170 for surgical work for Horace D. Campbell, a student who was a member of the track team.
 22. Recommendation from Dean Emmons that \$250 be provided to be used for the publication of a book by Harry R. Hoppe, Assistant Professor of English.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

23. Recommendation that the policies pertaining to leaves of absence for study be granted to extension personnel on about the same basis as teaching and research personnel. The detailed statement of policy is recommended by the deans:
- a. That the practice of granting leaves of absence for study, travel, specialized writing or other effort of advantage to the college and to the individual should be resumed now that the war is ended. (Same as point (a) of Statement of Institutional Policy adopted by State Board of Agriculture March 21, 1946).
 - b. That leaves be granted with full or part salary only to those who have given six or more years of service to the college, who have performed meritorious service and whom we wish to retain on the staff (same as point (b) of Statement of Institutional Policy adopted by State Board of Agriculture March 21, 1946).
 - c. That those who are granted leaves of absence with partial or full salary be expected to return to this college for at least one year following the expiration of any leave (same as point (c) of Statement of Institutional Policy adopted by State Board of Agriculture March 21, 1946.)
 - d. That leaves should be in general granted for a full twelve-month period at one-half pay.
 - e. That leaves granted for periods of six months or less may be at full pay.
 - f. That leaves of absence at full pay for short periods may be for such purposes as:
 1. Attendance at special short courses or summer schools such as are offered by educational institutions (generally in cooperation with USDA) on subject-matter or on extension administration, methods and techniques.
 2. Travel in other states for study and observation of extension work (subject matter, administration, methods, techniques).
 - g. That requests from an individual for a leave of absence must carry the approval of:
 1. The District Supervisor and/or Department Head.
 2. The Director of the Division and the Dean of the School involved in case of subject matter specialists. The State Leader involved (county agent, home demonstration agent or boys and girls club agent) and the Coordinator of Field Services in the Case of county or district workers.
 3. The Director of Extension.
 4. The Dean of Agriculture.
 5. The President of Michigan State College.
 6. The State Board of Agriculture.
 - h. That all applicants for leave of absence for travel be required to:
 1. Submit a statement of purpose
 2. Submit an itinerary
 3. Submit a plan for study
 4. Secure proper approval as prescribed under Item "g"
 5. Upon returning to the college submit a report covering his educational experience.
 - i. That it is expected that an employee will not request any leave with partial or full pay unless he can show evidence of progress in professional improvement during his six or more years of service (same as point (f) of Statement of Institutional Policy adopted by State Board of Agriculture March 21, 1946)
24. Discussion of the threatened strike of AFL 289 and report of the new communication from the Attorney General advising the State Board of Agriculture that it cannot delegate its functions to any other agency and that a strike against it is wholly without justification in law and cannot be recognized as otherwise than as illegal.
- On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to reaffirm the Board's policy as stated November 18, 1943. The Board agreed on a course of action to be followed by the college officials in the event of a strike.
25. Distribution of the preliminary statement from the office of the Alumni Director describing the fund raising efforts to be instigated in the near future to provide the Alumni War Memorial.
26. Distribution of the financial statements of the building program.
27. Recommendation for the lighting of the Auditorium parking area as follows:
- a. In the parking area north of the Auditorium that the poles and lights be replaced by standard King Boulevard standards and that the road about the area be lighted by the regular campus bracket posts. The estimated cost is \$2,709.

Approval of system of leaves for Extension employees

Discussion of threatened strike of labor employees.

Preliminary statement Alumni Off. re: fund raising campaign.

Approval of lighting of Auditorium parking area

ADDITIONAL ITEMS, continuedMiscellaneous, continued

27. Lighting of the Auditorium parking area (continued):

- b. In the parking area southwest of Farm Lane Bridge that there be installed three lights along Farm Lane and four lights about the parking area. The estimated cost is \$2,300.

28. Appropriation of \$7500 is requested to equip the temporary classrooms in the Peoples Church, Masonic Temple, and the seven steel buildings.

29. Authorization for the rental of two classrooms in the Peoples Church and two in the East Lansing Masonic Temple for the winter term at a cost of \$500 per room, and the approval of one room in the Peoples Church for the fall term at \$500.

30. Report to the Board of the application to the Federal Works Agency for assistance in classrooms and teaching equipment under the Mead Act. Formal application has been made for 125,070 square feet of floor space.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the Additional Items with the Exception of those on which special action appears.

31. Discussion of the problems presented by the increased enrollment--staff, classrooms, housing, budgets, etc.

32. Report of the needs of the institution for permanent housing and consideration of the recommendation that the Board authorize preliminary negotiations designed to provide architectural plans and the preparation of a program of financing covering the construction of additional permanent dormitory space for approximately 2000 men, and consideration of the possibility of combining one of the proposed dormitories with additional seating capacity in the stadium.

After considerable discussion, it was voted to approve the above recommendation looking forward to the possibility of completing the dormitory-stadium project in time for the football season of 1948.

33. The Secretary reported that the estimated cost of making alterations and purchasing equipment for Room 407 Agricultural Building to equip it for an Agricultural Chemistry Laboratory at an estimated cost of \$5293.00.

It was decided to defer action.

The meeting adjourned at 2:30p.m.

John A. Fornally

President

Karl H. McDonald

Secretary

Approval
\$7500 to equip
temporary
classrooms.

2 rooms in
Peoples Ch.
and 2 in
Masonic Temp.
to be rented
winter term
1946.

Report that
application
to Fed. Works
Agency made
for add.
space.

Additional
seats for
stadium app-
proved - to
be combined
with dormi-
tory rooms
for men.

No action on
converting
room 407 Ag.
Bldg. for
Ag. Chem.