

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE
October 18, 1962

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

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

Absent: Dr. Bartlett

1. Discussion of the request of Conrad Springer of the Michigan State Employees Union requesting on behalf of Local 1585, AFSCME AFL-CIO to meet with the Trustees.

Request of Union to meet with Trustees denied

After considerable discussion, on motion by Mr. Merriman, seconded by Mr. Harlan, it was voted that the Trustees adhere to the existing policy of not conferring with representatives of the Union and that this responsibility be left as at present with the Secretary as the representative of the Trustees in all contacts with the Union. Mr. Stevens wished to be recorded as voting "no". The vote was 5 to 1 in favor of the motion.

In a subsequent discussion, it was suggested that consideration be given to the possibility of an Appeal Board to handle cases where the aggrieved employee is not satisfied with the final decision of the Secretary.

It was left that University officers give this matter further thought and that it would be discussed again with the Trustees in December or January.

2. Mr. May recommended that the Board request an appropriation from the next session of the legislature through the State Department of Administration as follows:

Request for appropriations from the next session of legislature

For operation of MSU	\$31,242,112
For operation of MSU-0, including library and certain non-recurring items	1,922,400
For Agricultural Extension	3,249,000
For Agricultural Experiment Station	3,595,820

On motion by Mr. Harlan, seconded by Mr. Vanderploeg, it was voted to approve this recommendation and to authorize the submission of this request.

3. Scudder, Stevens & Clark and Earl Cress recommend the following investment items:

Investment recommendations

<u>Pension and Retirement Fund</u>		<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
<u>Amount</u>	<u>Security</u>				
With cash available for investment, recommend purchasing:					
\$5,000	U.S. Treasury 4 3/4s, 5/15/64	103	\$5,150	\$237	2.9%*
*Yield to maturity					

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

4. Consideration of a deposit with the Michigan Higher Education Assistance Authority in the sum of \$10,000 for Michigan State University, plus \$1,000 for Michigan State University-Oakland to be used to guarantee loans to students of MSU and MSU-0 with the understanding that when this fund is completely obligated the Trustees may be willing to give consideration to additional action.

Deposit of \$10,000 to be made with Michigan Higher Educ Assistance Authority

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

Mr. Stevens asked to be recorded as voting "no" inasmuch as he favored a larger appropriation (not less than \$25,000). The vote was 5 to 1 in favor of the motion.

5. Recommendation that the 60-acre farm owned by Mr. and Mrs. Milton E. Williams adjacent to Hidden Lake Gardens be purchased at a price of \$13,500, using funds made available to the Gardens from the Fee estate.

Purchase of 60-acre farm Mr. & Mrs. Williams adjacent to Hidden Lake Gardens

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve the above recommendations.

6. Recommendation for a salary increase for Fred W. Freeman, Curator of Hidden Lake Gardens and Assistant Professor of Horticulture, from \$6,500 to \$7,000 per year, effective July 1, 1962.

Inc salary Fred Freeman to \$7000

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

Approval of issuance and sale of MSU-O Dorm and student center revenue bonds.

7. Mr. May presented two resolutions and a trust indenture covering the sale of a \$1,200,000 bond issue for Michigan State University-Oakland covering the dormitories and addition to the Student Center. (One resolution and Parietal Rules Resolution).

On motion by Mr. Harlan, seconded by Dr. Smith, it was voted to approve the resolution of the Board of Trustees authorizing and approving the issuance and sale of Michigan State University-Oakland Dormitory and Student Center revenue bonds, first series of 1962, in the principal amount of \$1,200,000:

WHEREAS, the Board of Trustees of Michigan State University of Agriculture and Applied Science, in the exercise of its constitutional and statutory duties, has determined that it is necessary and expedient to construct, furnish and equip a project on the campus of Michigan State University-Oakland, located in Oakland County, Michigan, which will consist of two dormitories, each to provide housing and appurtenant facilities for approximately ninety-six (96) students attending Michigan State University-Oakland, and an addition to the Student Center Building; which buildings and addition are hereinafter sometimes called "Project"; and

WHEREAS, this Board has:

1. Made and entered into a Loan Agreement with the United States of America, hereinafter sometimes called "Government," dated as of April 1, 1962, relating to the issuance and sale of Michigan State University-Oakland Dormitory and Student Center Revenue Bonds, First Series of 1962, hereinafter sometimes referred to as "Bonds," in face amount of One Million Two Hundred Thousand Dollars (\$1,200,000.00); which Bonds shall conform to the terms and conditions set forth in said Loan Agreement.
2. Let the required contracts for the construction of said Project.
3. Established a Construction Account with the East Lansing State Bank, of East Lansing, Michigan, a member of the Federal Reserve System, into which account shall be deposited the proceeds of the sale of the bonds authorized by this resolution, except accrued interest to date of delivery, which moneys shall be used to pay costs incidental to the construction of the Project including repayment of any advances made for such purpose.
4. Deposited in a separate account established with the East Lansing State Bank, of East Lansing, Michigan, from funds which it may legally use for the purpose of paying costs incidental to the furnishing of the Project and for providing movable equipment therefor, a sufficient sum to pay all costs incidental thereto; and

WHEREAS, this Board deems it necessary and expedient to borrow, through the issuance and sale of Michigan State University-Oakland Dormitory and Student Center Revenue Bonds, First Series of 1962, the sum of One Million Two Hundred Thousand Dollars (\$1,200,000.00), to be used for the purpose of paying costs incidental to the construction of the Project, or repayment of advances made therefor, including costs of construction work at the Project site, costs of fixed equipment, costs of necessary architectural and engineering services, legal, administrative and clerical costs, necessary travel expenses, costs imposed by the Government to reimburse it for its field expenses, and other necessary miscellaneous expenses, all as determined by the Government; and

WHEREAS, the Loan Agreement, dated as of April 1, 1962, with the Government, through the Housing and Home Finance Administrator, expressly provides that the Government will loan this Board up to the sum of One Million Two Hundred Thousand Dollars (\$1,200,000.00) through the purchase of Bonds issued by the Board, providing and on condition the Bonds cannot be sold to the public under the terms set forth in the Loan Agreement with the Government; and

WHEREAS, Ann Arbor Trust Company, a Michigan Corporation, of Ann Arbor, Michigan, has submitted for the consideration of this Board a form of Trust Indenture which is substantially in the form necessary to meet the requirements set forth in the Loan Agreement with the Government and under the terms of which the Bonds herein authorized may be issued; and

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY OF AGRICULTURE AND APPLIED SCIENCE that it borrow the sum of One Million Two Hundred Thousand Dollars (\$1,200,000.00), through the issuance and sale of Michigan State University-Oakland Dormitory and Student Center Revenue Bonds, First Series of 1962, under the terms and conditions more specifically set forth in a certain Loan Agreement dated as of April 1, 1962, by the between this Board and the Government; which Loan Agreement is incorporated herein by reference, with the same force and effect as if fully set forth herein.

BE IT FURTHER RESOLVED that the Trust Indenture between this Board and Ann Arbor Trust Company, as Trustee, to be dated as of July 1, 1962, which conforms to the terms and conditions set forth in the Loan Agreement and pursuant to which said Bonds may be issued and sold, be and the same is hereby approved as to content and form, substantially as set forth in the draft hereto attached and made a part of this resolution.

BE IT FURTHER RESOLVED that the Bonds to be issued shall be in the aggregate principal amount of One Million Two Hundred Thousand Dollars (\$1,200,000.00), all to be equally and ratably secured, as hereinafter set forth, shall be in coupon form (except as hereinafter provided), shall be dated July 1, 1962, shall be in the denomination of One Thousand Dollars

7. Resolution re: sale and issuance of Michigan State University-Oakland Dormitory and Student Center revenue bonds, continued:

(\$1,000.00) each (except as hereinafter provided) and shall be issued in one series, designated as "Michigan State University-Oakland Dormitory and Student Center Revenue Bonds, First Series of 1962."

Approval of issuance and sale of MSU-O Dorm and student center revenue bonds

BE IT FURTHER RESOLVED that Bonds in the principal amount of Five Hundred Thirty-five Thousand Dollars (\$535,000.00) shall be issued as coupon bonds, payable to bearer, in the denomination of One Thousand Dollars (\$1,000.00) each, numbered 1 to 535, both inclusive and maturing serially on July 1 of each year and with interest thereon as follows:

<u>Maturity Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
1965	\$15,000	3-3/8%
1966	15,000	3-3/8%
1967	15,000	3-3/8%
1968	15,000	3-3/8%
1969	20,000	3-3/8%
1970	20,000	3-1/8%
1971	20,000	3-1/8%
1972	20,000	3-1/8%
1973	20,000	3-1/8%
1974	20,000	3-3/8%
1975	20,000	3-3/8%
1976	25,000	3-3/8%
1977	25,000	3-3/8%
1978	25,000	3-3/8%
1979	25,000	3-3/8%
1980	25,000	3-3/8%
1981	25,000	3-3/8%
1982	30,000	3-3/8%
1983	30,000	3-1/2%
1984	30,000	3-1/2%
1985	30,000	3-1/2%
1986	30,000	3-1/2%
1987	35,000	3-1/2%

Said Bonds having been purchased at public sale held on October 17, 1962, by First of Michigan Corporation, pursuant to due and proper advertisement therefor in accordance with the provisions of the Loan Agreement herein approved.

BE IT FURTHER RESOLVED that a single fully registered Bond in the principal amount of Six Hundred Sixty-five Thousand (\$665,000.00) Dollars be issued to the United States of America, Housing and Home Finance Agency Administrator, or his successors, said Bond being numbered R-1, bearing interest at the rate of three and one-half per cent (3-1/2%) per annum, the principal amount thereof being payable in fifteen (15) principal installments on July 1st of each year, as follows:

<u>Maturity Year</u>	<u>Principal Amount</u>
1988	\$35,000
1989	35,000
1990	35,000
1991	40,000
1992	40,000
1993	40,000
1994	45,000
1995	45,000
1996	45,000
1997	45,000
1998	50,000
2000	50,000
2001	55,000
2002	55,000

Said Bond being issued to the said payee as the purchaser of said portion of the total issue pursuant to the provisions of the Loan Agreement, said purchaser having exercised the option to take a fully registered single Bond as provided in said Loan Agreement and Trust Indenture.

The single registered Bond shall specifically provide that the same is exchangeable, at the sole expense of the Board, at any time, upon ninety (90) days' notice, at the request of the registered owner thereof, and upon surrender of said Bond to the Board at the office of the Trustee, for negotiable coupon Bonds, payable to bearer, registrable as to principal only, of the denomination of One Thousand (\$1,000.00) Dollars each, in the aggregate principal amount equal to the unpaid principal amount of the single registered Bond surrendered, and in the form and with maturities corresponding to the unpaid principal installments of such single Bond. The printing of text of such single Bond shall be of type

Resolution
re: sale and
issuance of
MSU-O Dorm
and Student
Center
Revenue bonds

7. Resolution re: sale and issuance of Michigan State University-Oakland Dormitory and Student Center revenue bonds, continued:

composition on paper of sufficient weight and strength to prevent deterioration throughout the life of the loan. The single Bond shall conform in size to standard practice and shall contain the terms and conditions as set forth in the Trust Indenture, including the approved maturity schedule for payment of principal, and with sufficient space attached thereto for recording of transfer endorsements, payments of interest and principal at maturity, and principal installments on which payments have been made prior to due date.

Interest on the Bonds shall be payable semi-annually on the first days of July and January in each year until maturity, and both the principal of and interest on the Bonds shall be payable at the office of the Trustee, in Ann Arbor, Michigan, or at the option of the holder thereof at CHEMICAL BANK NEW YORK TRUST COMPANY, in the City and State of New York, or at the places designated in a single Bond, in such coin or currency of the United States of America as may be, on the respective dates of payment thereof, legal tender for the payment of debts due the United States of America.

Bonds issued as herein authorized shall be subject to redemption, which includes the right to prepay corresponding principal installments of the single Bond, upon the following terms and conditions: Bonds numbered 1 through 140, inclusive, maturing July 1, 1965 through July 1, 1972, inclusive, shall be uncallable. Bonds numbered 141 through 940, inclusive, maturing July 1, 1973 through July 1, 1997, inclusive, shall be callable at the option of the Borrower prior to the stated maturities thereof, in whole or in part and in inverse numerical order on any interest payment date after July 1, 1972, upon at least thirty days' prior notice at the principal amount thereof, plus accrued interest to the date of redemption and a premium for each Bond as follows:

3	%	if redeemed January 1, 1973 through July 1, 1977, inclusive;
2-1/2	%	if redeemed January 1, 1978 through July 1, 1982, inclusive;
2	%	if redeemed January 1, 1983 through July 1, 1987, inclusive;
1-1/2	%	if redeemed January 1, 1988 through July 1, 1992, inclusive;
1	%	if redeemed after July 1, 1992

Bonds numbered 941 through 1200, inclusive, maturing July 1, 1998 through July 1, 2002, inclusive, shall be callable at the option of the Borrower, in whole or in part and in inverse numerical order, on any interest payment date during the entire life of the loan, upon at least thirty days' prior notice, at par plus accrued interest to the date of redemption.

Priority as to call shall extend to bonds numbered 941 through 1200, inclusive, over bonds numbered 141 through 940, inclusive.

BE IT FURTHER RESOLVED that John A. Hannah, President of Michigan State University of Agriculture and Applied Science, or Philip J. May, Vice President of Michigan State University of Agriculture and Applied Science, and Jack Breslin, Secretary of Michigan State University of Agriculture and Applied Science, be and they are hereby authorized, empowered and directed, in the name of and under the seal of this Board, to execute and enter into the Trust Indenture between this Board and Ann Arbor Trust Company, as Trustee, governing the issuance of Michigan State University-Oakland Dormitory and Student Center Revenue Bonds, First Series of 1962, in the aggregate principal amount of One Million Two Hundred Thousand Dollars (\$1,200,000.00), and the expending of funds incidental to the costs of the development of the Project.

BE IT FURTHER RESOLVED that the President or Vice President and Secretary of Michigan State University of Agriculture and Applied Science be and they are hereby authorized, empowered and directed, in the name of and under the seal of this Board and as its corporate act and deed, to execute, sign and countersign the Bonds herein authorized, in the manner prescribed in the aforementioned Trust Indenture, and to facilitate the same are authorized to use their initials in lieu of their christian names; and the coupons appertaining to said coupon Bonds shall be executed by the facsimile signature of the Secretary of Michigan State University of Agriculture and Applied Science; and said officers are hereby authorized to pledge and assign the Net Revenue to be derived from the operation of the Project, as defined in the Trust Indenture, for the purpose of securing and paying all payments or principal, interest and reserves provided for in said Trust Indenture, and to perform all acts and deeds and execute all instruments and documents necessary, expedient and proper in connection with the borrowing of said One Million Two Hundred Thousand Dollars (\$1,200,000.00), the issuance and sale of Michigan State University-Oakland Dormitory and Student Center Revenue Bonds, First Series of 1962, and the pledging and assigning of the Net Revenue of the Project.

BE IT FURTHER RESOLVED THAT said officers be and they are hereby authorized, empowered and directed, for and in the name of this Board and as its corporate act and deed, to make, consent to and agree to any changes in the terms and conditions of said Trust Indenture which they may deem necessary, expedient and proper, prior to or at the time of the execution of said Trust Indenture, but no such amendments shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments to be made to the Trustee or the security pledged.

BE IT FURTHER RESOLVED that said officers, either in said Trust Indenture or by the issuance of Michigan State University-Oakland Dormitory and Student Center Revenue Bonds, First Series of 1962, shall not pledge the credit of or create any liability on the part of the State of Michigan, Board of Trustees of Michigan State University of Agriculture and

October 18, 1962

7. Resolution re: sale and issuance of Michigan State University-Oakland Dormitory and Student Center revenue bonds, continued:

Applied Science, or any member or officer of this Board or any of their successors, other than to pledge the net Revenue of the Project, as herein contemplated.

BE IT FURTHER RESOLVED that upon the execution of the Bonds, as herein authorized, and upon certification of the same by the Trustee, as provided in the Trust Indenture, the same shall be delivered to the respective purchasers upon the receipt of the agreed purchase price, in accordance with the resolution of this Board authorizing the sale of said Bonds.

BE IT FURTHER RESOLVED that this Board shall, from time to time, so long as any Bond issued hereunder shall remain unpaid, establish such parietal rules and regulations as shall be required to assure maximum occupancy and use of the facilities and services offered by the Project; and shall charge and use its best efforts to collect room rental from the students residing in the Project dormitories and students using the facilities of the Student Center charges for board and services furnished sufficient to meet the obligations of the Board as set forth in the Trust Indenture and in the Bonds issued hereunder.

BE IT FURTHER RESOLVED that this Board does hereby ratify and confirm the Loan Agreement made and entered into by and between this Board and the United States of America, dated as of April 1, 1962.

BE IT FURTHER RESOLVED that this Board does hereby ratify and confirm the sale of said Bonds to the purchasers thereof herein named at the interest rates specified, and ratifies and confirms all proceedings relating to said public sale held on October 17, 1962, including the Official Notice of Sale and Statement of Essential Facts hereto attached and made a part of this resolution.

8. Mr. May presented the Parietal Rules and Rate Resolution regarding the Michigan State University-Oakland Dormitory and Student Center.

Approval of
Parietal Rules
and Rate
Resolution
re: MSU-O
Dorm and
Student Ctr.

On motion by Mr. Harlan, seconded by Dr. Smith, it was voted to approve the resolution regarding the Parietal Rules and Rates as follows:

WHEREAS, the Board of Trustees of Michigan State University of Agriculture and Applied Science made and entered into a certain Trust Indenture with Ann Arbor Trust Company, of Ann Arbor, Michigan, dated as of July 1, 1962, pursuant to which Michigan State University-Oakland Dormitory and Student Center Revenue Bonds, First Series of 1962, of the face value of One Million Two Hundred Thousand (\$1,200,000.00) Dollars, were issued and sold; and

WHEREAS, the Board of Trustees of Michigan State University of Agriculture and Applied Science desires to assure the purchasers of the bonds that it will enact and maintain, through the life of the loan, such parietal rules, rental rates, and charges for the use of the two dormitories constructed, furnished and equipped in accordance with the terms of the Trust Indenture, to secure maximum occupancy thereof and such charges for board and other services furnished by the Student Center so that the aggregate thereof will produce sufficient net revenue to meet payments of interest and principal on the bonds as the same shall accrue and become payable, and to create the reserves to be established and maintained under the terms of the Trust Indenture;

NOW, THEREFORE, BE IT RESOLVED that the following rules and regulations shall apply in the operation of the two new dormitories, each to provide housing and appurtenant facilities for approximately ninety-six (96) students attending Michigan State University-Oakland, under the terms of the Trust Indenture dated as of July 1, 1962, above referred to:

1. That as soon as each of the two new dormitories is placed in operation, it will keep the same in operation while the University is in session.

2. That it will at all times charge and use its best efforts to collect room rental rates, rates for board and other service charges from students residing in the two new dormitories which, when supplemented by the additional revenues of the Student Center, in the aggregate will produce Net Revenue of the Project, as defined in the Trust Indenture, sufficient to meet all payments to be made to the Trustee under the terms thereof.

3. That students will be assigned rooms on a regular school year (three semester) basis.

4. That the minimum regular semester rate for room rent to be charged each student residing in the two new dormitories, and the minimum regular semester rate for board to be charged each student using the dining facilities of the student center shall be as follows:

One Hundred Thirty-five Dollars (\$135.00) per semester for room
Two Hundred Forty Dollars (\$240.00) per semester for board

5. That if more rooms shall be available in the dormitories operated by the Board of Trustees of Michigan State University of Agriculture and Applied Science at Michigan State University-Oakland, than there are students who may be assigned to them, then students shall first be assigned to the dormitories on which there is outstanding indebtedness, and

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8. Parietal Rules and Rate Resolution, continued:

and the same shall be filled first to the maximum extent feasible, and assignments of students to such dormitory shall be made in such manner that the debt service on the Project shall be met.

6. These rules may be amended from time to time to adjust the charged for room and board to meet:

- (a) Rising costs of operation, and
- (b) to insure maximum occupancy of the two new dormitories referred to.

Trust Indenture filed with the material for this meeting

9. Mr. May presented the Trust Indenture covering the sale of a \$1,200,000 bond issue for Michigan State University-Oakland covering the dormitories and addition to the Student Center.

On motion by Mr. Harlan, seconded by Dr. Smith, it was voted to file this Trust Indenture with the permanent record material for this Board meeting.

Approval actions re: construction of new dormitory

10. In accordance with the informal authorization granted by the Board, the following work has been authorized in connection with the new dormitory:

- a. Andersen Excavating Company, to clear the site, remove the top soil; and for all necessary excavation, not to exceed \$30,000
- b. Canonic Construction Company, for the installation of all caissons for foundations at the same unit price as paid for Wonders Hall-- it is estimated that this cost will not exceed 125,000
- c. The Christman Company has been employed at a fixed fee to lay out the new building and supervise excavation and caisson work 7,000
The Christman Company is to be paid additionally for the actual steel and plates for the tops of the caissons, estimated to cost not to exceed 3,000
- d. The Michigan Testing Company has been employed to provide the on-site inspection of every caisson drilled on a unit price basis.

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

Bids new dorm MSU-0 exceed funds available.

11. Chancellor Varner reported that the bids for the new dormitory at Michigan State University-Oakland exceeds the funds available by approximately \$50,000 and recommended that the Board approve borrowing the amount required either from the Pryale Foundation or from other sources, --the debt to be retired out of revenues from the building.

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

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
October 18, 1962

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

Absent: Dr. Bartlett

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

The minutes of the September meeting were approved.

SPECIAL MISCELLANEOUS

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

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

Appt. Louis J. Berman, Lect. Journalism

PRESIDENT'S REPORT

1. Louis J. Berman, Lecturer in Journalism and Editorial Consultant for the State News at a salary of \$12,300 per year effective September 1, 1962.

NEW BUSINESS

Resignations

Resignations and Terminations

- 1. Betty V. Bernard, Home Economics Agent Monroe County, August 26, 1962 to accept employment with an eastern University Cooperative Extension Service.
- 2. Albert K. Brown, Agricultural Agent, Allegan County, October 31, 1962 to accept a position with the Soil Conservation Service.

NEW BUSINESS, continuedResignations and Terminations, continued

3. David L. Call, Assistant Professor (Ext.) of Agricultural Economics, November 16, 1962 to accept a position at Cornell University.
4. John R. Moore, Assistant Professor (Ext.) of Agricultural Economics, effective November 16, 1962 to accept a position at the University of Maryland.
5. George D. Eastman, Associate Professor of Police Administration and Public Safety, August 31, 1963 to begin study toward a doctoral degree.
6. John H. Cary, Assistant Professor of American Thought and Language, December 31, 1962 to accept a position as Head of the History Department at Lehigh University.
7. Robert J. McCarthy, Librarian, Library, October 15, 1962 to move nearer his invalid parents.

Resignations
and TerminationsLeaves--Sabbatical

1. John L. O'Donnell, Associate Professor of Accounting and Financial Administration and the Bureau of Business and Economic Research with full pay from July 1, 1963 to December 31, 1963 to work on a textbook.
2. Claude McMillan, Associate Professor of Personnel and Production Administration with half pay from September 1, 1963 to August 31, 1964 to study in Western Europe.
3. William W. Farquhar, Professor of Education with full pay from December 16, 1962 to June 15, 1963 to study at the University of Puerto Rico and San Carlos, Guatemala.
4. Lawrence H. Battistini, Associate Professor of Social Science, with half pay from September 1, 1963 to August 31, 1964 for study and travel in Italy.

Leaves

Leaves--Health

1. Victor C. Beal, District Extension Agent, Montcalm Area, with full pay from October 1, 1962 to October 31, 1962.
2. Bernard R. Proulx, Professor of Hotel, Restaurant and Institutional Management with full pay from October 23, 1962 to December 31, 1962.

Leaves--Other

1. Jean E. Schubel, Home Economics Agent, Sanilac County, without pay from October 1, 1962 to October 31, 1962 to complete her Masters' Degree.
2. W. Smith Greig, Associate Professor (Ext.) of Agricultural Economics without pay from November 1, 1962 to March 31, 1963 to conduct a crop survey in Brazil.
3. Walker Hill, Professor of Evaluation Services without pay from January 1, 1963 to December 31, 1964 to join a Columbia University project in India.

Appointments

1. Richard Glenn Heifner, Assistant Professor of Agricultural Economics at a salary of \$9200 per year on a 12-month basis effective December 10, 1962.
2. M. Anita McMillan, Instructor (Ext.) in Agricultural Economics at a salary of \$4800 for the period October 1, 1962 to June 30, 1963.
3. Louis Jefferson Boyd, Associate Professor (Res., Ext.) of Dairy at a salary of \$11,500 per year on a 12-month basis effective January 1, 1963.
4. Sigmund Hugo Schanderl, Assistant Professor (Res.Ext.) of Food Science at a salary of \$9100 per year on a 12-month basis effective November 12, 1962.
5. Ruth J. Kilchenmann, Associate Professor of Foreign Languages at a salary of \$9100 per year on a 10-month basis effective September 1, 1962 to August 31, 1963.
6. Fred W. Eckert, Visiting Professor of Hotel, Restaurant and Institutional Management at a salary of \$1500 for the period September 27, 1962 to November 2, 1962.
7. James Leigh Lubkin, Professor of Civil Engineering and Metallurgy, Mechanics and Materials Science at a salary of \$16,000 per year on a 12-month basis effective January 1, 1963.
8. Norman E. Good, Associate Professor of Botany and Plant Pathology, at a salary of \$12,000 per year on a 12-month basis effective October 1, 1962.
9. Lloyd G. Wilson, Assistant Professor (Res.) of Botany and Plant Pathology at a salary of \$7100 per year on a 12-month basis effective September 1, 1962 to August 31, 1963.
10. Joel B. Dirlam, Professor of Economics and the Office of the Dean of Business at a salary of \$14,500 per year on a 10-month basis effective January 1, 1963.

Appointments

NEW BUSINESS, continued

Appointments

Appointments, continued

11. Byong-man Yoon, Instructor in Political Science at a salary of \$6000 per year on a 10-month basis effective September 1, 1962 to August 31, 1963.
12. Paul Messier, Assistant Professor in Institutional Research, at a salary of \$709 per month effective October 1, 1962 to June 30, 1963.
13. Lucille A. Tolman, Librarian, Library, at a salary of \$5800 per year on a 12-month basis effective October 1, 1962.
14. Edward Hammarskjold, Adviser, Nigeria Program, at a salary of \$9,000 per year on a 12-month basis effective November 19, 1962 to November 18, 1964.
15. Elwin V. Svenson, Senior Adviser, Nigeria Program, at a salary of \$16,200 per year from November 1, 1962 to November 30, 1962.
16. Robert Louis Wynn, Adviser, Nigeria Program, at a salary of \$12,000 per year on a 12-month basis effective December 10, 1962 to December 9, 1964.
17. Delvin W. Martens, Specialist, Pakistan Project at a salary of \$11,500 per year on a 12-month basis effective October 1, 1962 to September 30, 1964.

Transfers

Transfers

1. Harold R. Ferris, from Agricultural Agent Monroe County to Extension Director, Ogemaw County at a salary of \$8000 per year on a 12-month basis effective October 22, 1962.
2. Sharon Lee Hall from 4-H Agent, Washtenaw County, to Consumer Marketing Information Agent Grand Rapids, at a salary of \$5700 per year on a 12-month basis effective October 22, 1962.
3. John A. Speicher, from Agricultural Agent Lapeer County to Instructor (Ext.) in Dairy at a salary of \$6000 per year on a 12-month basis effective December 1, 1962, to June 30, 1963. This cancels the leave without pay previously granted to September 30, 1963. He retains permanent appointment status.
4. Herbert Weisinger from Professor of English to Professor of English and Humanities Research Center at a salary of \$12,700 per year on a 10-month basis effective October 1, 1962 to December 31, 1962.
5. Richard E. Sullivan, from Professor of History to Professor of History and Humanities Research Center at a salary of \$11,200 on a 10-month basis effective October 1, 1962 to December 31, 1962.
6. James Stokley, from Associate Professor of Journalism to Associate Professor of Journalism and Physics and Astronomy at a salary of \$10,600 per year on a 12-month basis effective July 1, 1962.
7. Jean E. Schubel, from Home Economics Agent Sanilac County, to Instructor (Ext.) in Textiles, Clothing and Related Arts at a salary of \$7200 per year on a 12-month basis effective November 1, 1962.
8. Herbert Garfinkel, from Associate Professor of Political Science to Associate Professor of Political Science and Associate Professor (Res.) of Labor and Industrial Relations Center at a salary of \$9700 per year on a 10-month basis effective July 1, 1962.
9. Daniel Goldrich, from Assistant Professor of Political Science and the Bureau of Social and Political Research to Assistant Professor of Political Science at a salary of \$8000 per year on a 10-month basis effective July 1, 1962.
10. Francis M. Sim, from Specialist in the Bureau of Social and Political Research to Specialist in the Bureau of Social and Political Research and the Computer Laboratory at a salary of \$8000 per year on a 12-month basis effective July 1, 1962 to June 30, 1963.
11. Charles F. Wrigley, from Professor of Psychology to Professor of Psychology and the Bureau of Social and Political Research at a salary of \$13,700 per year on a 10-month basis effective November 1, 1962.
12. Edward J. Bicknell, from Instructor in Veterinary Pathology to Instructor in Surgery and Medicine at a salary of \$8400 per year on a 12-month basis effective November 1, 1962.
13. Clair L. Taylor, from Assistant Director of Continuing Education and Director of the Evening College to Associate Director for Admissions and Scholarships (Graduate Admissions) with the rank of Professor at a salary of \$16,000 per year on a 12-month basis effective October 15, 1962.
14. George E. Fritz, from Manager of Residence Halls and Student Center at MSU-O to Manager of Dormitories and Food Services at a salary of \$8500 per year effective October 22, 1962.

Salary increases

Salary Changes

1. Increase in salary for James W. Throop, Instructor in Agricultural Engineering to \$8000 per year effective September 1, 1962.
2. Increase in salary for Einar Hardin, Associate Professor in the Labor and Industrial Relations Center to \$11,600 per year effective January 1, 1963.

NEW BUSINESS, continuedSalary Changes, continued

3. Increase in salary for Daniel H. Kruger, Associate Professor in the Labor and Industrial Relations Center to \$12,600 per year effective January 1, 1963.
4. Eugene DeBenko, Librarian, to \$9500 per year effective July 1, 1962.
5. Eugene DeBenko, Librarian, to \$9500 per year effective July 1, 1962.
5. John D. Shingleton, Adviser, India Project, to \$11,500 per year from July 1, 1962 to September 21, 1962.
6. Leo V. Nothstine, Professor, India Project, to \$17,050 per year from July 1, 1962 to September 28, 1962.
7. Myril B. Reed, Professor, India Project, to \$20,487 per year effective August 15, 1962.
8. Frank S. Roop, Jr., India Project, to \$13,240 per year effective August 8, 1962.
9. William H. Form, Professor of Sociology and Anthropology, to \$15,100 per year effective November 1, 1962.

Salary
increases

On motion by Mr. Stevens, seconded by Mr. Harlan, it was voted to approve the President's Report, Resignations and Terminations, Leaves, Appointments, Transfers and Salary Changes.

Miscellaneous

1. Change in appointment date for H. Allen Tucker, Assistant Professor (Research) of Dairy, from September 16, 1962 to October 15, 1962.
2. Recommendation that the biophysics program be established as the Biophysics Department, effective November 1, 1962.
3. Appointment of Leroy G. Augenstein as Chairman of the Biophysics Department, effective November 1, 1962.
4. John H. Beaman, Associate Professor of Botany and Plant Pathology, is on sabbatical leave with half pay from September 1, 1962, to August 31, 1963. It is recommended that he also be paid \$3500 from National Science Foundation grant, account 71-1698.
5. Designation of Frederic B. Dutton as Director of the Science and Mathematics Teaching Center, effective October 1, 1962. Dr. Dutton retains his academic title of Professor.
6. Anthony Koo, Professor of Economics, is on sabbatical leave with half pay from September 1, 1962 to August 31, 1963. It is recommended that he also be paid half pay from International Programs account 71-1927.
7. Change in title of William H. Form from Professor to Professor (Research), effective November 1, 1962. Dr. Form is a member of the staffs of Sociology and Anthropology and of the School of Labor and Industrial Relations.
8. Appointment of Theodore B. Strandness as Chairman of the Department of American Thought and Language with a salary increase from \$11,400 on a 10-month basis to \$14,300 on a 12-month basis, effective December 1, 1962.
9. Termination of the appointment of Nora L. Landmark as Acting Chairman of American Thought and Language, effective November 30, 1962.
10. Appointment of Thomas H. Greer as Chairman of the Humanities Department with a salary increase from \$14,100 on a 10-month basis to \$17,625 per year on a 12-month basis, effective January 1, 1963.
11. Termination of the appointment of Harry H. Kimber as Acting Chairman of Humanities, effective December 31, 1962.
12. Promotion of William J. Hanna from Instructor to Assistant Professor of Political Science and the African Language and Area Center, effective October 1, 1962.
13. Change in effective dates of the appointment of T. Layton Mabrey as Assistant Professor in the Audio-Visual Center and Communication from September 24, 1962, to June 30, 1964, to October 1, 1962 to June 30, 1964.
14. Reinstatement of Leo V. Nothstine as Professor of Civil and Sanitary Engineering at a salary of \$10,800 per year effective October 1, 1962, paid from account 11-2741.
15. Assignment of Glenn L. Johnson, Professor of Agricultural Economics, to the Nigeria Program at a salary of \$17,500 per year, effective from October 20 to November 21, 1962, paid from 71-2024.
16. Assignment of George Ely Fritz, employee in Dormitories and Food Services, to the Nigeria Program at a salary of \$10,000 per year, effective from October 22, 1962, to October 21, 1964, paid from account 71-2024.

Ch. Appt.date
H. Allen
Tucker to
Oct. 15'62Biophysics
Department
establishedL.G. Augenstein
named ChairmanJ.H. Beaman
to be paid
add. \$3500 from
Nat Sci while
on leaveF. B. Dutton
Dir. Sci and
Math Tch CtrAnthony Koo
to be paid $\frac{1}{2}$
from Int ProgTitle change
Wm. Form
approvedT.B.Strandness
Chrm ATL & sal
increaseTerm appt.
Nora Landmark
Act Chr ATLThos Greer
Chrm HumanitiesTerm. H.H.
Kimber, Act.
Chrm Human.Wm. Hanna
promoted to
Asst. Prof.Ch. effect.
dates appt T.
L. MabreyReinstatement
Leo V. Noth-
stine Oct.1'62G. L. Johnson
assigned to
Nigeria ProgramGeo. Fritz
assigned to
Dorms & Food
Services and
to Nigeria Pro

NEW BUSINESS, continuedMiscellaneous (continued)

- H. Neville assigned to Nigeria Prog.
- John Cantlon assigned to Nigeria Prog.
- Ch. status Mozell Hill to $\frac{1}{4}$ time
- Correction overseas sal. John W. Hanson
- Correction overseas sal. LeRoy Ferguson
- Correction overseas sal. A.L. Edwards
- Payment \$2,644.32 to E. Schuler in lieu annual lv
- Reinstatement Howard McColly to Dept. of Agric. Engr.
- Approval retirement Gertrude Gannon and Therese Toridt
- Report of death Delmar Kowalk Widow to receive salary for 6 months
- Report of death of C.M. Newlin on Sept. 30'62
- Report of death of Isabel O. Price Aug. 29'62
- Report of death L.C. Exelby
- Approval recommendations Dir. Personnel
17. Assignment of Howard R. Neville, Assistant Provost, to the Nigeria Program from November 16, to November 30, 1962, with his salary paid from account 71-2024.
 18. Assignment of John E. Cantlon, Professor of Botany and Plant Pathology, to the Nigeria Program from November 13 to November 26, 1962, with his salary paid from account 71-2024.
 19. Change in status of Mozell Hill, Research Analyst for the Nigeria Program, from full time at a salary of \$15,000 per year to one-fourth time at a salary of \$3,750 per year, effective from November 1, 1962 to February 8, 1962.
 20. Correction in overseas salary for John W. Hanson, Nigeria Program, from \$14,500 to \$15,000 per year, effective from July 1 to August 31, 1962.
 21. Correction in overseas salary for LeRoy Ferguson, Nigeria Program, from \$14,900 to \$15,400 per year, effective from July 1 to August 31, 1962.
 22. Correction in overseas salary for Alfred L. Edwards, Nigeria Program, from \$10,075 to \$10,875 per year, effective from July 1 to September 9, 1962.
 23. Payment of \$2,644.32 to Edgar Schuler, Professor of Education, in lieu of annual leave paid from Pakistan Project account 71-2034.
 24. Assignment of Howard McColly, Professor of Agricultural Engineering, to the Pakistan Project at a salary of \$15,900 per year, effective from October 22 to November 25, 1962, paid from account 71-2034.
 25. Reinstatement of Howard McColly as Professor of Agricultural Engineering at a salary of \$14,300 per year on a 12-month basis, effective November 26, 1962, paid 70% from 11-3031 and 30% from 71-6700.
 26. Recommendations from the Retirement Committee, as follows:
 - a. Retirement of Gertrude Gannon, Administrative Secretary in the Office of the Assistant to the President, at a retirement salary of \$1,247 per year, effective November 3, 1962. Miss Gannon was born on October 2, 1908, and has been employed by the University since October 24, 1936.
 - b. Retirement of Therese Toridt, Calhoun County Home Economics Agent, at a retirement salary of \$3,000 per year, effective January 1, 1963. Mrs. Toridt was born on July 23, 1899, and has been employed by the University since June 21, 1937.
 27. Report of the death of Delmar Kowalk, Assistant Manager of the Union Bowling Alley, on October 3, 1962. Mr. Kowalk was born February 3, 1913, and had been an employee of the University since September 12, 1949.
 28. Recommendation that the widow of Mr. Kowalk continue to receive his salary for six months beyond the date of his death.
 29. Report of the death of Claude M. Newlin on September 30, 1962. Dr. Newlin was born on July 10, 1891, was employed by the University on September 1, 1929, and was Professor of English at the time of his retirement on July 1, 1960.
 30. Report of the death of Isabel O. Price on August 29, 1962. Mrs. Price was born on January 15, 1904, and had been employed as a Clerk in the Stores Department since January 24, 1944.
 31. Report of the death of Leon C. Exelby on September 29, 1962. Mr. Exelby was born on April 4, 1888, was first employed by the University on September 1, 1938, and was a Building Maintenance Supervisor at the time of his retirement on July 1, 1953.
 32. Recommendations from the Director of Personnel, as follows:
 - a. Establish a Senior Clerk-Stenographer V position in the Office of the Dean of the College of Arts and Letters.
 - b. Reclassify a Senior Clerk-Stenographer V to a Senior Departmental Secretary VII position in Foreign Languages.
 - c. Establish a Speech and Hearing Science Technician X position in the Speech Department.
 - d. Establish a half-time Clerk-Stenographer III position in the School of Social Work, paid from account 71-2157.
 - e. Establish a Departmental Secretary V position in the African Language and Area Center, paid 50% from 11-3711 and 50% from 71-2093.
 - f. Establish the following positions in the Registrar's Office:
 - 1) Senior Clerk IV
 - 2) Departmental Secretary V
 - 3) Principal Clerk VI
 - g. Establish the following positions in Dormitories and Food Services:
 - 1) 2 Food Supervisors VIII, paid from 23-2850
 - 2) Head Coordinator in Brody Group at \$2,000 for the year, paid from 21-2854
 - 3) 2 Assistant Coordinators in the Brody Group at \$965 for the year, paid 21-2854.

October 18, 1962

NEW BUSINESS, continuedMiscellaneous, continued

33. Approval of additional salaries for faculty teaching during the second 5-week period of the summer term in the amount of \$10,835.

Approval add. salaries for faculty teach- in 5-wk s.s.

On motion by Mr. Merriman, seconded by Mr. Vanderploeg, it was voted to approve Miscellaneous Items 1 through 33.

Ratification action taken by Trustees Oct. 6 re: add. dorm east Owen

34. Ratification of the information action taken by the Trustees on October 6 approving the immediate construction of an additional dormitory east of Owen Hall duplicating the Wonders Hall now under construction.

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

25. Communication from Mr. May:

On September 19 the following bids were received for construction of the Planetarium:

Bids taken Planetarium- contracts awarded low bidders

General Contract

Banta-Brooks, Inc	\$197,400
Hanel-Vance Construction	202,098
Granger Construction Co.	212,000
Haussman Construction	212,347
Christman Company	214,381
Nordstrom-Meyers, Inc	225,000
Erickson & Lindstrom	226,444
Clark Construction Co.	232,246
Miller-Davis Co.	245,000

Mechanical Contract

Shaw-Winkler, Inc.	96,567
United Piping & Erecting Co.	97,733
Eames & Brown Co., Inc.	101,550
Dard, Inc.	105,215
Spitzley Corporation	105,450
C. L. Mahoney Company	109,880
John E. Green Plumbing and Heating Co., Inc.	109,900

Electrical Contract

Hatzel & Buehler, Inc.	43,950
Barker-Fowler Electric Co.	46,585
Hall Electric Co.	46,977
Central Electric Motor & Construction Co.	47,300

Since the combination of low bids exceeded the available funds for this project, it was necessary to request the architect to review possible deletions and changes in the scope of work to bring the bids within funds available for construction. These revisions have now been made and the necessary price reductions achieved. It is recommended that the Board authorize award of contracts at the following prices:

General Contract--Banta--Brooks	\$181,585.00
Mechanical Contract--Shaw-Winkler, Inc.	80,797.09
Electrical Contract--Hatzel & Buehler, Inc.	35,575.00
	<u>\$297,957.09</u>

This project will be financed by the \$250,000 gift from Mr. and Mrs. Abrams and \$250,000 from the Michigan State University Development Fund. The University will invest approximately \$25,000 in utility lines to the building and site work.

On motion by Mr. Vanderploeg, seconded by Mr. Stevens, it was voted to approve awarding the contracts to the low bidders on the construction of the Planetarium.

26. Bids have been received for the construction of a steam tunnel from a point just west of the new Engineering Building to the approximate site of the Biochemistry Building as follows:

Contracts let for steam tunnel

General Contract

Haussman Construction Company	\$139,599
The Christman Company	159,753
Clark Construction Company	164,000
Angell Construction Company	169,750
Granger Construction Company	177,777
Foster-Schermerhorn & Barnes	179,644
Forsberg, Inc	199,577
Siwek Construction Company	203,200

Electrical Contract

Central Electric	11,400
Lansing Electric Motors	12,263
Hall Electric Company	12,600
Hatzel & Buehler	12,940

continued - -

NEW BUSINESS, continuedMiscellaneous, continued

26. Bids for construction steam tunnel Engineering Building to approximate site of the Biochemistry Building, continued:

Mechanical Contract

W. A. Brown	\$158,850
Lorne Plumbing & Heating	159,900
United Piping	176,853
Spitzley Corporation	183,098
Shaw-Winkler	185,000
John E. Green	209,900
C. L. Mahoney	233,987

It is recommended that contracts be awarded the low bidders, as follows:

Hausman Construction Company	139,599
Central Electric	11,400
W. A. Brown	158,850
	<u>\$309,849</u>

On motion by Dr. Smith, seconded by Mr. Vanderploeg, it was voted to approve awarding the contracts to the low bidders for a steam tunnel from the new Engineering Building to the site of the Biochemistry Building. Mr. Harlan did not vote on this item.

27. The following bids have been received for the construction of a well house and pump on Forest Road:

General Contract

Hanel-Vance Construction	\$ 2,474
Britsch Construction	2,490
Hausman Construction	2,666

Electrical Contract

Central Electric	1,200
Hatzel & Buehler	1,575
Barker-Fowler	1,952

Mechanical Contract

Layne-Northern	6,977
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It is recommended that contracts be awarded to the low bidders, as follows:

Hanel-Vance Construction	\$ 2,474
Central Electric	1,200
Layne-Northern	6,977
	<u>\$10,651</u>

The Board has already approved the contract for drilling the well and for transmission lines to connect this well to our water system. The total cost, including these contracts, will be approximately \$37,000, and is being paid for from the regular appropriation for the extension and maintenance of utility lines.

On motion by Mr. Merriman, seconded by Mr. Stevens, it was voted to approve awarding the contracts for the construction of a well house and pump to the low bidders. Mr. Harlan did not vote on this item.

28. On October 17 the following bids were received for the Cyclotron Building:

General Contract

Foster-Schermerhorn-Barnes, Inc.	\$464,943
Hanel-Vance Co.	481,900
Nordstrom-Meyers Co.	492,000
Miller-Davis Company	493,000
Granger Construction Company	494,000
Hausman Construction Co.	496,896
Erickson & Lindstrom	497,444
Clark Construction Company	499,723
Spence Brothers	505,930
Sorensen-Gross Co.	519,000
The Christman Company	519,490

Mechanical Contract

Lorne Plumbing & Heating	328,611
Dard, Inc.	329,970
Spitzley Corporation	333,000
Shaw-Winkler	340,123
Robert Carter	343,300
W. A. Brown Corporation	354,263
John E. Green	370,000

Electrical Contract

Hall Electric Company	166,500
Hatzel & Buehler, Inc.	168,360
Central Electric Motors	168,600
Barker-Fowler Electric Company	168,946

continued - -

Contracts
let for well
house and
pump on
Forest Road

Contracts
awarded to
low bidders
Cyclotron
Building

NEW BUSINESS, continued

Miscellaneous, continued

28. Bids Cyclotron Building, continued:

Electrical Contract, continued

Fischbach, Moore & Morrissey, Inc.	\$169,870
Lansing Electric Motors	181,340

It is recommended that contracts be awarded to the bidders as follows:

Foster-Schermerhorn-Barnes, Inc.	\$464,943
Lorne Plumbing & Heating	328,611
Hall Electric Company	166,500
	<hr/>
	\$960,054

The budget for this project will be as follows:

General Construction	\$960,054
Architect	55,000
Utilities	220,000
Site	45,000
Contingencies	119,946
	<hr/>
	\$1,400,000

On motion by Mr. Vanderploeg, seconded by Dr. Smith, it was voted to approve awarding contracts to the low bidders for the Cyclotron Building, and to approve the budget for the project.

29. The following bids have been received at Michigan State University-Oakland for the alteration of the former Library area in Foundation Hall for administrative offices:

Erickson-Lindstrom	\$ 70,744
William Demske	76,460
J. A. Fredman	78,600
George W. Auch Co.	82,300

Contracts awarded for alteration former Lib. area in Foundation Hall-MSU-0

Since the appropriation from the legislature for this work amounted to only \$65,000, it was necessary to reduce the scope of the work. The low bidder, Erickson-Lindstrom, has now agreed with the officials at Michigan State University-Oakland on work to be done at a cost of \$55,444.

It is recommended that a contract be awarded and the following budget be established for this project:

Contract	\$ 55,444
Fees-Architect	2,800
Furnishings	5,256
Contingencies	1,500
	<hr/>
	\$ 65,000

On motion by Mr. Stevens, seconded by Mr. Harlan, it was voted to approve awarding the contracts to the low bidders for alterations to the former Library area in Foundation Hall at Michigan State University-Oakland.

30. The following bids have been received for the third dormitory at Michigan State University-Oakland:

General Contract

Frank Rewold & Son	\$219,659
Kolarik & Cronk, Inc.	222,200
A. H. Hickson, Inc	239,204
John Baker Construction Co.	244,000
Bundy Construction Co.	247,000
J. A. Fredman, Inc.	259,450

Electrical Contract

Voll Electric	\$ 25,500
Cates Electric Co.	27,464
C & I Electric Co.	28,000
Schultz Electrical Serv.	29,500
Soma Electric Co., Inc.	33,383
Fred W. Moote Electric Co.	34,392

Mechanical Contract

Zeni & Maguire Co.	\$ 74,700
American Standard Industries	76,264
John E. Green	76,670
Laya Plumbing & Heating	79,800
Eames & Brown	80,262
Steve Kruchko Plumbing & Heating	82,187
J. D. Naylor & Son	84,829

Contracts awarded for third dorm at MSU-0

continued - -

NEW BUSINESS, continued

Miscellaneous, continued:

30. Bids third dormitory at MSU-0, continued:

Fixed Equipment

Peninsular Slate Co.	\$ 25,475
Sligh-Lowery Co.	26,687
Pontiac Millwork Co.	34,177
Detroit Office Equipment	37,177

It is recommended that contracts be awarded to the low bidders as follows:

General Contract - Frank Rewold & Son	\$219,659
Electrical Contract - Voll Electric	25,500
Mechanical Contract - Zeni & Maguire Co.	74,700
Fixed Equipment Contract - Peninsular Slate Co.	25,475
	<hr/>
	\$345,334

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

31. Communication from University Attorney Carr notifying the Trustees of the terms of the will of Jay Samuel Hartt of the Class of 1915:

Mr. Hartt died a resident of Cook County, Illinois, on April 13, 1962. The will was admitted to the Cook County Probate Court on June 1, 1962, with Harris Trust and Savings Bank named Executor/WWA. Reduced to its simplest terms, the instrument creates Trust "A" in favor of the surviving widow, Phyllis Ann Hartt, in an amount measured by her right of election against the will. She is given a power of appointment to dispose of the entire corpus remaining at the time of her death. The balance of the estate goes into Trust "B" which names his sister, Sylvia Mona Hartt and his companion, Jane Dempsey, as beneficiaries in a total amount of not less than \$15,000.00 per year. Additionally, the trustee is given the right to apply principal and income from this trust of \$4,000.00 per year to the surviving widow if her needs require it. Upon the death of all 3 trust beneficiaries, any sum remaining in Trust "B" goes to Michigan State for scholarships or supplementation of faculty salaries within the discretion of the Board of Trustees.

At the time of Mr. Hartt's death, the estate inventoried at \$580,000.00, but is currently somewhat less than that because of the market shrinkage. The widow's trust, under Illinois law, will aggregate 50% of the total gross estate. The ages of the beneficiaries are presently 50, 60 and 67. All real estate located in Michigan (a farm in Montcalm County) was held with the wife as a tenancy by the entireties and, therefore, is not included within the will.

32. Communication from Maxwell A. Goodwin of Battle Creek, dated October 9, 1962:

The testimony of the subject men (Professors Lanzillotti and Adams) was anti-American in my opinion, when they gave opinion before the Joint Economic Committee of Congress some time ago.

Granted we all have the right of free speech and thinking and want to preserve it in this fine country, and granted they were speaking personally and not for the institution which pays them.

It follows that they will teach in their classes, the ideas they felt strongly enough to state before congress.

In my humble opinion, their ideas are the opposite of the ideas that built and made this great nation.

They should not be teaching in an institution which represents forward progress. They should not be teaching at Michigan State or any American educational institution.

33. Communication from Mrs. Caroline Bailey expressing her appreciation to the Trustees for the action taken in continuing her husband's salary for a year beyond the date of his death.

Gifts and Grants

1. Gift of a 20 horsepower, 220 volt, 3-phase motor valued at \$300 from the H. J. Heinz Company of Pittsburgh, Pennsylvania, to be used under the direction of B.A. Stout in Agricultural Engineering in the tomato project.
2. Gift of a molding press valued at \$12,000 from the Dow Chemical Company of Midland to be used in Chemical Engineering for a study of plastic molding.
3. Grants for scholarship purposes, as follows:
 - a. \$300 from the Home Builders Foundation, Inc., to provide a scholarship for an outstanding sophomore in residential building.
 - b. \$1,000 from the Edward C. Hough and Mary Hough Kimble Foundation of Rogers, Arkansas, to be awarded at the discretion of the Scholarship Committee to deserving and qualified students at the freshman and sophomore level.
 - c. \$300 from the Mathematical Association of America of Kalamazoo to provide a scholarship for Stephen E. C rick, Jr. who placed first place in the Fourth Annual Competition and first in the Fifth Annual Michigan Prize Competition.

Report of
Will of
J. Samuel
Hartt

Communication
Maxwell A.
Goodwin re:
Messrs.
Lanzillotti
and Adams

Gifts and
Grants

October 18, 1962

NEW BUSINESS, continued

Gifts and Grants, continued

Gifts and
Grants

3. Grants for scholarship purposes, as follows, continued:

- d. The following scholarships from the MSU Development Fund:
- 1) \$300 from the MSU Alumni Association of Bay County for 3 scholarships.
 - 2) \$1,500 from the MSU Alumni Club of Oakland County.
 - 3) \$100 from the MSU Alumni Club of Macomb County for a student from Macomb County
 - 4) \$110 from La Societe Des 40 Hommes Et 8 Chevaux, Ingham Voiture Local No. 946 of Lansing for a fall term nursing scholarship.
- e. To continue previously established scholarships:
- 1) \$50 from Russell Wentworth of Admissions and Scholarships to be deposited in the MSU Faculty Scholarship Fund, account 31-3223.
 - 2) \$400 from the American Legion of Detroit to provide Guy M. Wilson Scholarships for two students.
 - 3) \$1,300 from the Bates and Rogers Foundation of Chicago for students in Engineering.
 - 4) \$13,675 from the National Merit Scholarship Corporation of Evanston, Illinois, for scholars for the first half of 1962-63.
 - 5) \$200 from the Michigan Feed and Grain Dealers Association of East Lansing, for the Elevator and Farm Supply General Scholarship Fund, account 31-3314.
 - 6) For the Michigan Elevator Cooperative Scholarship Fund, account 31-3315:
\$100 from the Caledonia Farmers Elevator Company
\$25 from the Cass Co-ops of Cassopolis
\$100 from St. Johns Cooperative Company
\$100 from Ruth Farmers Elevator, Inc., of Ruth
 - 7) \$400 from Zonta Club of Lansing for two \$200 scholarships for students in Nursing.
- f. To aid specified students:
- 1) \$1,500 from the African American Institute of New York City.
 - 2) \$400 from the Allen Park Council PTA of Allen Park
 - 3) \$100 from Alpha Kappa Alpha Sorority of Minneapolis.
 - 4) \$125 from Altrusa Club of Ypsilanti
 - 5) \$100 from the American Baptist Student Aid Fund.
 - 6) \$1,500 from the American Legion Auxiliary of Detroit
 - 7) \$100 from American Legion--Massena Post No. 79 of Massena, New York.
 - 8) \$500 from the American Missionary Association, Board of Home Missions, of N.Y.C.
 - 9) \$250 from the Greater Buffalo Advertising Club of Buffalo, New York.
 - 10) \$500 from Chartor Foundation, Texas Southern University, of Houston, Texas.
 - 11) \$112.50 from the Coldwater Business & Professional Women's Club of Bronson
 - 12) \$100 from Delta Sigma Theta Sorority, Inc., of Baltimore, Maryland.
 - 13) \$300 from the Domestic & Foreign Missionary Society of the Protestant Episcopal Church in the U.S.A. of New York City
 - 14) \$200 from the D.U. Memorial Foundation of Detroit.
 - 15) \$1,400 from the Educational Foundation for Jewish Girls of New York City.
 - 16) \$1,100 from the Elks National Foundation of Boston, Massachusetts.
 - 17) \$200 from the Erie County Music Educators' Association of Lancaster, New York
 - 18) \$250 from the Florists' Telegraph Delivery Association of Detroit.
 - 19) \$200 from the Girls' League Scholarship of J. W. Sexton High School of Lansing.
 - 20) \$500 from the Glen Ellyn Lions Club of Glen Ellyn, Illinois.
 - 21) \$333 from the Grand Lodge of Free and Accepted Masons of Dearborn.
 - 22) \$500 from the Green Giant Foundation of Minneapolis.
 - 23) \$500 from the Green Meadows Scholarship Committee of Addison, Illinois.
 - 24) \$170 from the Hastings High School Alumni Association of Hastings.
 - 25) \$291.25 from Heidelberg College of Tiffin, Ohio
 - 26) \$1,100 from the Fennie & John Hertz Engineering Scholarship Foundation of Los Angeles, California.
 - 27) \$800 from the Holy Name High School Scholarship Fund of Estabana
 - 28) \$150 from the John Huntington Fund for Education of Cleveland, Ohio.
 - 29) \$200 from the International Order of Job's Daughters of Pontiac.
 - 30) \$150 from Jackson High School of Jackson
 - 31) \$250 from the Jewel Tea Company, Inc., of Melrose Park, Illinois.
 - 32) \$500 from the Kanawha County Education Association of Charleston, West Virginia
 - 33) \$324 from the Kiwanis Club of East Lansing.
 - 34) \$125 from the Victor and Gertrude Krause Scholarship Fund of Rockford.
 - 35) \$200 from the L'Anse Creuse Area Council PTA of Mount Clemens.
 - 36) \$350 from the Greater Lansing Youth Council Scholarship Fund.
 - 37) \$100 from the Littleton Alumni Association of Littleton, Massachusetts.
 - 38) \$2,750 from the Loeb Farm School for Jewish Children, Inc., of Chicago.
 - 39) \$300 from the Michigan Federation of Music Clubs.
 - 40) \$200 from the Michigan Junior Classical League of Detroit.
 - 41) \$550 from the Michigan Pepsi-Cola Scholarship Foundation of Muskegon
 - 42) \$1,500 from the Miss America Pageant of Atlantic City, New Jersey.
 - 43) \$250 from the Mississippi Valley Structural Steel Company of St. Louis, Missouri.
 - 44) \$250 from the Edward H. Moeller Scholarship Fund of Buffalo, New York.
 - 45) \$500 from the Montague-Whitehall Rotary Scholarship Committee of Montague.
 - 46) \$1,500 from the National Association of Secondary School Principals of Washington, D.C.
 - 47) \$800 from the National Restaurant Association of Chicago to provide for two H. J. Heinz scholarships.
 - 48) \$750 from the National Scholarship Service and Fund for Negro Students of New York City.
 - 49) \$200 from the Netcong-Stanhope Kiwanis Club of Stanhope, New Jersey.
 - 50) \$200 from the Northville Woman's Club of Northville.
 - 51) \$1,100 from Mrs. James R. Offield of Chicago.

Gifts and
GrantsGifts and Grants, continued

3. Grants for scholarship purposes, as follows, continued:
- f. To aid specified students continued:
- 52) \$200 from the Nurses Recruitment Guild of Three Rivers
 - 53) \$300 from the J. Wood Platt Caddie Scholarship Trust of Bala-Cynwyd, Penna.
 - 54) \$362.50 from Princeton University of Princeton, New Jersey
 - 55) \$2,000 from the George M. Pullman Educational Foundation of Chicago.
 - 56) \$100 from Redford High School of Detroit
 - 57) \$750 from Rockford High School of Rockford
 - 58) \$500 from the Charles and Helen Smillie Foundation of Ferndale
 - 59) \$500 from the Society of Exploration Geophysicists of Tulsa, Oklahoma
 - 60) \$67 from The State Journal of Lansing
 - 61) \$1,000 from the John J. Theisen Foundation of St. Joseph
 - 62) \$500 from the Tiscornia Foundation, Inc., of St. Joseph
 - 63) \$400 from Trenton High School of Trenton
 - 64) \$500 from the United Jewish Charities of Greater Muskegon
 - 65) \$100 from the United Scholarship Service for American Indian Students of Denver, Colorado
 - 66) \$200 from V.F.W. Post #6556 and Auxiliary of Littleton, Massachusetts
 - 67) \$600 from V.F.W. DeFranzo Post 2346 of Saugus, Massachusetts
 - 68) \$250 from Westwood Rotary Club of Inkster
 - 69) \$250 from the Woman's Benefit Association of Port Huron
 - 70) \$800 from Worcester Polytechnic Institute of Worcester, Massachusetts
4. Renewal of a memorandum of agreement with the United States Office of Education of Washington, D. C., covering a grant of \$17,500 to be used under the direction of L. L. Boger in Agricultural Economics to support an expanded program in international agricultural Economics.
5. Grant of \$48,115 from Resources for the Future, Inc., of Washington, D.C., to be used under the direction of Glenn Johnson in Agricultural Economics for an evaluation of United States agricultural policies and programs from 1918 to the present. Provision is made for special graduate research assistants.
6. Grant of \$3,500 from the American Farm Economic Association to be used under the direction of James M. Nielson in Agricultural Economics to provide stenographic assistance to him as editor of the "Journal of Farm Economics".
7. The following grants to be used under the direction of James S. Boyd in Agricultural Engineering:
- a. \$1,000 from the National Silo Association of St. Matthews, Kentucky, to continue research on physical conditions in farm silos.
 - b. \$1,000 from the United States Department of Agriculture for research into structural requirements for silos and methods of making, storing, and feeding silage, with particular emphasis on the effect of various types of forage on the structural requirements of the silo.
8. The following grants from the National Institutes of Health of Bethesda, Maryland, to be used in Biochemistry:
- a. \$16,777 under the direction of Richard L. Anderson for research on Hexose metabolism in bacteria
 - b. \$13,570 under the direction of R. U. Byerrum for research on biosynthesis of heterocyclic rings in plants.
 - c. \$13,249 under the direction of John C. Speck, Jr. for elucidation of the mechanism of enzyme action, particularly of certain carbohydrases.
9. Approval of a memorandum of agreement with Vy Lactos Laboratories, Inc., of Des Moines, Iowa, covering a grant of \$4,000 to be used under the direction of L. D. Brown in Dairy to determine the effect of feeding various levels of dried molasses in the grain mix on total grain consumption, milk production, and body weight change of lactating dairy cows.
10. Renewal of a memorandum of agreement with the Michigan Certified Hybrid Seed Corn Producers Association of East Lansing covering a grant of \$2,599.20 to be used under the direction of E. C. Rossman in Farm Crops for the improvement of field corn for Michigan farmers, studies of breeding methods, and inheritance studies.
11. Renewal of a memorandum of agreement with the Malting Barley Improvement Association of Milwaukee covering a grant of \$6,600 to be used under the direction of John E. Grafius in Farm Crops to support research toward incorporating malting quality into winter barley.
12. Renewal of a memorandum of agreement with the Michigan Blueberry Growers' Association of Grand Junction covering a grant of \$1,500 to be used under the direction of H. K. Bell in Horticulture for a continuation of market quality research, plant nutrition, and weed control.
13. Renewal of a memorandum of agreement with the Gerber Baby Foods Fund of Fremont covering a grant of \$2,500 to be used under the direction of R. P. Larsen and S. K. Ries in Horticulture for development of cultural systems for mechanical harvesting of tree fruits. The agreement provides for a special graduate research assistant.
14. Renewal of a memorandum of agreement with CIBA Pharmaceutical Company of Summit, New Jersey, covering a grant of \$4,700 to be used under the direction of Howard Zindel and R. K. Ringer in Poultry Science for a study on the efficacy of oral administration of S. U. 9064 to pullets and its effect upon subsequent mortality and reproduction.

NEW BUSINESS, continuedGifts and Grants, continued

15. The following grants from the National Institutes of Health of Bethesda, Maryland, to be used in Food Science:
- a. \$9,660 under the direction of Pericles Markakis for research on the metabolism of Anthocyanin pigments. Provision is made for a special graduate research assistant.
 - b. \$13,512 under the direction of L. R. Dugan, Jr., for research on Phospholipids of beef and pork muscle. Provision is made for a special graduate research assistant.
16. Grant of \$100 from the Campbell Soup Company of Camden, New Jersey, to be used under the direction of E. M. Barnet in Marketing and Transportation Administration to cover the costs of reproducing ten copies of the Gordon James thesis.
17. Grant of \$500 from the H. J. Heinz Company of Pittsburgh, Pennsylvania, to be used under the direction of E. M. Barnet in the administration of the Programs in Mass Marketing Management and credited to account 71-2549.
18. Grants of \$1,500 from each of the following, to be used under the direction of E. M. Barnet in Marketing and Transportation Administration, \$1,000 of each grant to be awarded as a scholarship and \$500 to support the administration of the Programs in Mass Marketing Management:
- a. \$1,500 from the La Choy Food Products Division of Beatrice Foods Company of Archbold, Ohio
 - b. \$1,500 from Hussman Refrigeration, Inc., of St. Louis, Missouri
 - c. \$1,500 from Perk Dog Food Company of Chicago
 - d. \$1,500 from The Sperry and Hutchinson Company of New York City
19. Grant of \$1,250 from the Kysor Heater Company of Cadillac to be used under the direction of W. J. E. Crissy in Marketing and Transportation Administration
20. Grant of \$86,476 from the Office of Civil Defense of Washington, D.C., to be used under the direction of D. K. Berlo in Communication to continue studies of the impact of Civil Defense messages on public acceptance of the need for shelters. Provision is made for special graduate research assistants.
21. Grant of \$1,000 from the National Education Association of Washington, D.C., to be used under the direction of Julian W. Smith in Education to continue the project in outdoor education.
22. Grant of \$415 from the American Chemical Society of Washington, D.C., to be used under the direction of T. H. Wu and D. K. Anderson in Engineering Research to support research needs in Civil Engineering and Chemical Engineering having graduate students supported by Society-sponsored programs.
23. Grant of \$1,000 from the Clinton County Unit of the American Cancer Society of St. Johns to be used under the direction of E. S. Beneke in Botany and Plant Pathology for the purchase of a new automatic drying oven and for physiological studies of strains of boletus that contain anti-tumor principles.
24. Grant of \$14,645 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of E. C. Cantino in Botany and Plant Pathology for research on the biochemistry of morphogenesis. Provision is made for special graduate research assistants.
25. Grant of \$500 from the Plant Introduction Station of Iowa State University at Ames to be used under the direction of D. J. deZeeuw in Botany and Plant Pathology to support costs of research on plant introductions of cucumber seed.
26. Renewal of a memorandum of agreement with Chemagro Corporation of Kansas City, Missouri, covering a grant of \$200 to be used under the direction of H. S. Potter in Botany and Plant Pathology for studies for the control of potato scab by pre-plant soil treatment with experimental bacteriacides.
27. Grant of \$15,000 from the National Science Foundation of Washington, D.C., to be used under the direction of G. B. Wilson in Botany and Plant Pathology for research on chemical disruption of the mitotic cycle.
28. The following grants from the Dow Chemical Company of Midland to be used in Botany and Plant Pathology:
- a. \$100 under the direction of D. J. DeZeeuw to aid in support of a graduate research assistantship in the field of seed treatment and soil treatment fungicides.
 - b. \$130 under the direction of E. J. Klos to study control of fireblight of pear and apple by use of a new disinfectant process and products.
 - c. \$770 under the direction of H. S. Potter to study the control of soil-borne and storage diseases of potato, using certain new disinfectant detergents.
29. Grant of \$2,500 from Parke, Davis and Company of Ann Arbor to be used under the direction of Robert Herbst in Chemistry for a fellowship to an outstanding graduate student in the field of organic chemistry.
30. Grant of \$47,000 from the National Science Foundation of Washington to be used under the direction of Max T. Rogers in Chemistry for the purchase of a mass spectrometer.
31. Grant of \$4,700 from the Public Health Service of the National Institutes of Health of Washington to be used under the direction of Max T. Rogers in Chemistry for a pre-doctoral graduate fellowship.

Gifts and
Grants

NEW BUSINESS, continued

Gifts and Grants, continuedGifts and
Grants

32. Grant of \$38,500 from the National Science Foundation of Washington to be used under the direction of Aureal T. Cross in Geology and Botany and Plant Pathology to study the fundamental relationship of spores, pollen, minute plants or plant-like entities and fragments in modern marine sediments and to relate these to their source and ultimate place of distribution in the sediments as an aid to the determination of the types of environments in which various types of sedimentary rocks were deposited. Provision is made for special graduate research assistants.
33. Grant of \$20,400 from the National Science Foundation to be used under the direction of W. E. Deskins in Mathematics to study the existence of special subsets of a finite group or associated algebraic systems. Provision is made for special graduate research assistants.
34. Grant of \$48,070 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of D. J. Montgomery in Physics and Astronomy to study the effect of magnetic fields on biological processes. Provision is made for special graduate research assistants.
35. Grant of \$22,597 from the National Institutes of Health to be used under the direction of John A. King in Zoology for a study of the phylogenetic and ontogenetic development of behavior and its neuromuscular correlates within a genus of entogenous North American rodents. Provision is made for special graduate research assistants.
36. Grant of \$488 from the National Institutes of Health to be used under the direction of R. E. McMichael in Psychology to assist a pre-doctoral fellow secure data and material for his degree.
37. Grant of \$25 from the Women's Auxiliary to the Michigan Veterinary Medical Association of Battle Creek to be used under the direction of Dean Armistead to purchase materials for the Veterinary Library.
38. Grant of \$10,695 from the National Institutes of Health to be used under the direction of W. L. Mallmann and F. R. Peabody in Microbiology and Public Health for investigations of coliform and psychrophilic bacteria as indicators of quality in pre-cooked frozen foods. Provision is made for special graduate research assistants.
39. Grant of \$3,000 from Eaton Laboratories of Norwich, New York, to be used under the direction of G. H. Conner in Surgery and Medicine to continue research on Valsyn (NF 260).
40. Grants as follows to be used under the direction of Homer Higbee in International Programs to provide emergency aid to foreign students:
- \$25 from the Pennway Church of God--Women's Society of Lansing
\$10 from Goldie B. Cornelius of Lansing
\$50 from the Woman's Society of Peoples Church of East Lansing
41. Grant of \$6,000 from The Bendix Corporation of Detroit to be used under the direction of H. R. Neville in Continuing Education to help finance the graduate program at the Benton Harbor Center.
42. Grants as follows to be used under the direction of H. R. Neville in Continuing Education to support the Christmas Adventure in World Understanding Program:
- \$50 from Bruce J. Maguire of Lansing
\$75 from Douglas Steel Fabricating Corporation of Lansing
\$145 from Florence S. England of East Lansing
\$500 from The Upjohn Company of Kalamazoo
\$25 from Seth Bidwell of Baldwin
43. Grant of \$1,400 from the Gerber Baby Foods Fund of Fremont to be credited to the Discretionary Gifts Fund, account 31-1113. This grant is made in conjunction with scholarships granted to seven students.
44. Daniel S. Updegraff of the Class of 1907 in his will created a \$25,000 student loan fund to be known as "The May E. Updegraff Student Loan Fund" and then provided that one-fourth of the residue of his estate should be added to this loan fund under certain conditions. An additional payment has been received under the residue provision in the amount of \$4,500.99, making total receipts from this estate to date amounting to \$81,352.69.
45. Grant of \$250 from the AMF Foundation of New York City. This is an unrestricted gift to the MSU Development Fund and is to be credited to account 31-1190.

On motion by Mr. Merriman, seconded by Mr. Harlan, it was voted to approve the Gifts and Grants.

NEW BUSINESS, continuedReports for Board Members

1. The following alterations and improvements have been approved since the September Board meeting, the cost charged to Alterations and Improvements 1962-63:
- | | |
|--|----------------|
| a. Installation of partitions, telephones, and electric outlets in Room 28, Anthony Hall, for Food Science | \$1,100 |
| b. Alterations to Room 18 at WMSB Studio to convert it to an office | 650 |
| c. Alterations to Rooms 129, 135, and 136 Bessey Hall to make better use of office space for staff | 600 |
| d. Patch and tile the floors in Machine Rooms 1 and 2 and Room 8 and the ground floor men's rest room in Olds Hall | 1,250 |
| | <u>\$3,600</u> |
2. Approved the air conditioning of Room 232 Education Building for closed circuit television at a cost of \$260, paid from account 11-4043.
3. Approved an acoustic tile ceiling for Room 232 Education Building for closed circuit television at a cost of \$3,115, paid from account 11-4043.
4. Payment of additional amounts to salaried employees since the September Board meeting, as per list on file.

Reports for
Board Mem-
bersMICHIGAN STATE UNIVERSITY-OAKLANDMSU-O
ItemsAppointments

1. David C. Potter, Instructor in Political Science, at a salary of \$3400 for the period January 1, 1963 to August 31, 1963. This appointment is subject to tenure rules beginning January 1, 1963.
2. David C. Potter, Instructor in Political Science at a salary of \$6800 per year on a 10-month basis effective September 1, 1963.

Miscellaneous

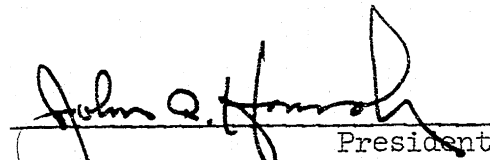
1. Recommendation from the Director of Personnel for the establishment of a Senior Departmental Secretary VII position in the Development Office, paid from account 91-9361.

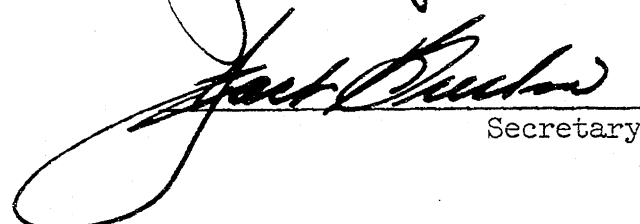
Gifts and Grants

1. Gift of Hi-Fi equipment valued at \$150 from LeRoy Kiefer of Bloomfield Hills for the Music Department.
2. Grants to be used for scholarship purposes:
- a. For the MSU-O Awards Account 92-3359:
 - 1) \$1,930 from The Pontiac Press
 - 2) \$90 from the Rochester Area Ministerial Association
 - 3) \$200 from the Romeo Community Schools
 - 4) \$250 from the Urban League Scholarship Fund of Pontiac
 - 5) \$1,000 from Theodore O. Yntema of Dearborn
 - b. For the MSU-O Scholarship Account 92-3225:
 - 1) \$324 from the American Business Women's Association of Pontiac
 - 2) \$279 from the American Society of Tool and Manufacturing of Pontiac
 - 3) \$200 from L'Anse Creuse High Schools Faculty Wives' Club of Mount Clemens
 - 4) \$287.43 from the Oxford Child Study Club I of Oxford
 - 5) \$279 from the Women's National Farm & Garden Association, Inc., Lake Angelus Branch, of Union Lake
 - 6) \$250 from the Women's National Farm and Garden Association, Inc., Holly Branch

On motion by Mr. Stevens, seconded by Mr. Vanderploeg, it was voted to approve all Michigan State University-Oakland items.

The Board adjourned at 11:30 a.m. to meet Thursday afternoon November 15 at Michigan State University-Oakland with the understanding that the formal meeting would begin, if possible, at 8:30 Friday morning, November 16.


President


Secretary