

2773

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
September 15, 1949

Present: Mr. Brody (Chairman); Messrs. Akers, Armstrong, More; Miss Jones; President Hannah, Treasurer May and Secretary McDonel.

Absent: Mr. Mueller; Dr. Thurston

The meeting was called to order at 1:30 p.m.

The minutes of the July 15th meeting and of the special meeting on August 16th were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Resignation of Basel Benjamin Van Schuyver as Instructor in Counseling, effective August 31, 1949, because of ill health.
2. Resignation of Robert G. Lindeborg as Assistant Professor of Biological Science, effective August 31, 1949, to accept a position at New Mexico Highlands University.
3. Resignation of Walter J. Davidson as Instructor in Biological Science, effective August 31, 1949, to accept a position at La Crosse State Teachers College in Wisconsin.
4. Resignation of Cyril R. Mill as Instructor in Effective Living, effective August 31, 1949, to accept a position in the Children's Center in Detroit.
5. Resignation of Paul S. Mills as Assistant Professor of Business Administration, effective August 31, 1949, to enter private business. Mr. Mills has been on leave without pay since September 1948.
6. Resignation of Lowell A. Watkins as Instructor in Business Administration, effective August 31, 1949, to complete work on his doctorate.
7. Resignation of Donald S. Pearson as Assistant Professor of Electrical Engineering, effective August 31, 1949, to accept a position at Pennsylvania State College.
8. Resignation of Charles E. Goodell as Assistant Professor of Electrical Engineering, effective August 31, 1949 to accept a position in industry.
9. Resignation of Norman C. McClure as Instructor in Mechanical Engineering, effective August 31, 1949, to accept a position with the Dow Chemical Company of Midland.
10. Resignation of Stanley R. Johnson as Instructor in Mathematics, effective August 31, 1949 to accept a position in the Ecorse Public Schools.

Leaves

Leaves

1. Leave of absence without pay for Gwendolyn Norrell, Assistant Professor in Counseling, from September 1 to December 31, 1949, because of illness in her family.
2. Leave of absence without pay for Mrs. Nina Thomas, Instructor in Physical Education, Health and Recreation for Women, from September 1 to December 31, 1949, for health reasons.

Appointments

Appointments

1. Appointment of the following housemothers in dormitories for the second 6-week summer session 1949:

Mrs. John Kidd, Mason Hall	\$200
Mrs. Docia B. Meyer, Landon Hall	200
Mrs. Ethel G. Longstreet, Landon Hall	135
2. Appointment of Mrs. Catherine Speicher as Assistant Resident Adviser in Women's Residence Halls at a salary of \$105 per month, plus complete maintenance, effective from September 1, 1949 to June 30, 1950, to replace Mrs. Grace Pilcher.
3. Appointment of Shawmut Stitt as Nurse at the Health Service at a salary of \$2500 per year, effective September 6, 1949 to replace Helen Pratt, resigned.
4. Transfer of Robert G. Maldegen from 4-H Club Agent at Large to 4-H Club Agent in Monroe County at the same salary of \$3300 per year, effective September 1, 1949.
5. Appointment of Daniel M. Hollinger as 4-H Club Agent in Shiawassee County at a salary of \$3300 per year, effective September 1, 1949, to replace L. P. Fay who resigned sometime ago.
6. Appointment of Owanna Irma Post as Assistant in Institution Administration at a salary of \$3600 per year, effective September 1, 1949 on a 12-month basis. Her salary is to be paid one-fourth from Institution Administration and three-fourths from Union funds. She replaces Margaret Childs who has been granted leave of absence.

PRESIDENT'S REPORT, continued

Travel

Travel

1. First-class railway fare not to exceed \$40 for Kenneth Tiedke to attend the meetings of the International Congress of Americanists in New York City on September 2-15.
2. First-class railway fare for R. F. Turner to attend the meeting of the International Association for Identification in Columbus, Ohio, on September 4 to 7.
3. Maintenance expenses for V. A. Freeman to accompany 4-H Club members to the Canadian National Exposition at Toronto, Canada, on September 5-9.
4. Full expenses for R. H. Young to attend a meeting of the Intercollegiate Association of Amateur Athletes of America in New York City on September 7-10.
5. Full expenses for James S. Boyd to go to Columbia and St. Louis, Missouri, on September 11-18 to participate in the livestock shelter research seminar.
6. First-class railway fare for Leonard Rall to attend a conference on the teaching of economics in Bloomington, Indiana, on September 12-14.

Change date

Miscellaneous

appt. Shingle-

ton.

Change date

res. Keith

Knight

1. Change in the effective date of the appointment of John Dudley Shingleton as Personnel Analyst from September 1 to August 22, 1949.
2. Change in the effective date of the resignation of Keith C. Knight as Assistant in the Library, from September 15 to August 31, 1949.

Austen J. Smith

to assume

duties Prof.

& Hd. Met. Engr

3. Designation of Austen J. Smith as Acting Head of the Department of Chemical Engineering in addition to his duties as Professor and Head of the Department of Metallurgical Engineering, effective September 1, 1949.

Additional

compensation

for salaried

employees.

4. Approved compensation for the second 6-week summer session for the following persons in violation of the college ruling that no employee shall be compensated for teaching for both sessions of the summer school:

Business Administration

- Howard C. Launstein

Public Administration

- LeRoy Ferguson

Speech, Dramatics and Radio Education

- Bernard Knittel

Clair Tetterer

James Tintera

Phys. Educ. Health and Rec. for Men

- Randolph W. Webster

Approval pay-

roll second

6-wk summer

session.

5. Approved the payroll for the second 6-week summer session in the amount of \$46,024.13.

\$2000 received

from O.W.

Mourer

6. Accepted a check for \$2000 from O. W. Mourer of Lansing, to be used for any purpose which the college desires, and with the understanding that no publicity be given.

For. patents

renewed

7. Authorized the renewal of Foreign Patents as indicated in a letter from the college attorney at a total cost of \$82.25.

9 concrete

tennis courts

to be re-

sealed.

8. Authorized the resealing of the nine concrete tennis courts now covered with asphalt, by the Colprovia Company, at a cost of \$2,462; to be charged to Alterations and Improvements 1949-50.

Asphalt roads

to be resur-

faced.

9. Authorized the resurfacing of certain asphalt roads in the temporary housing area by the Colprovia Company at a total cost of \$1700, to be charged to the Temporary Housing Account.

Thos. McNamara

awarded con-

tract for dr-

aining park-

ing area.

10. Accepted the bid of \$2,646.25 from Thomas L. McNamara, Inc., for draining the parking area at the rear of the Agriculture and Horticulture Buildings. The bids submitted were as follows:

Thomas L. McNamara, Inc.

\$2,646.25

Herman Nearing & Son

4,125.00

McLean Construction Company

4,185.00

Angell Construction Company

4,625.75

Relocation of

fencing for

football

practice field

to Cyclone

Fence Div.

11. Accepted the bid of \$957 from the Cyclone Fence Division for the relocation and fencing of the football practice fields. The following bids were received:

Cyclone Fence Division \$ 957.00

Haven-Busch & Sons 1662.50 (plus a maintenance charge of \$4.50 per day per man)

Dunbar drill-

ing co. to

install well

& pump at

Soils Exp.

Sta.

- 12.. Accepted the bid of the Dunbar Drilling and Supply Company of Delta, Ohio, in the amount of \$6,160 for the installation of the well and pump for the Soils Experiment Station. The following bids were received:

Dunbar Drilling and Supply Company

\$6,160

Ohio Drilling Company

6,913

Layne Northern Company

7,570

Steam lines

authorized to

Cont. Edg.

Bldgs. &

Red Cedar

Village school

13. Authorized the installation of steam lines to the Continuing Education Building by Hickey, Shaw and Winkler on a fixed fee basis of \$3000 plus labor and materials. It is estimated that the total cost will be \$34,500 which includes cost of the steam service to the Red Cedar Village classrooms.

PRESIDENT'S REPORT, continuedMiscellaneous, continued

14. Accepted the bid of \$8,180 from Van Orden and VanEss to furnish and install water mains, valves, fittings, fire hydrants, trenching, backfilling, and grading to the Continuing Education Building. The following bids were received:

Van Orden and VanEss	\$ 8,180
Hickey, Shaw and Winkler	11,479

VanOrden &  
VanEss to  
furnish &  
install water  
mains, valves,  
etc. to Cont.  
Educ. Bldg.

NEW BUSINESSResignations

## Resignations

1. Resignation of Violet Nakfoor as Nurse at the Health Service, effective October 8, 1949 to be married.
2. Resignation of Winfield S. Harrison as Osceola County Agricultural Agent, effective September 4, 1949, to accept a position as Assistant secretary to the State Soil Conservation Committee.
3. Resignation of Rachel Markwell as State Home Demonstration Leader, effective September 30, 1949, to accept a scholarship to attend school for the 1949-50 school year.
4. Resignation of Mrs. Jayne Nord as Home Demonstration Agent in Marquette County, effective October 31, 1949 to become a full-time homemaker.
5. Resignation of Julian K. Miller as Instructor in Biological Science, effective August 31, 1949 to accept another position.
6. Resignation of Marie Bezold as Instructor in History of Civilization, effective August 31, 1949, to accept a position at the New Jersey State Hospital.
7. Resignation of Joseph C. Evans as Instructor in Physical Science, effective August 31, 1949 to accept another position.
8. Resignation of Charles J. Gaupp, Jr. as Assistant Professor of Speech, Dramatics and Radio Education, effective September 15, 1949, to work for his doctorate at the University of Iowa.
9. Resignation of Robert L. Cunningham as Assistant Professor of Speech, Dramatics and Radio Education, effective December 31, 1949.

Leaves

## Leaves

1. Extension of leave of absence without pay for Allen F. Van Dyke, 4-H Club Agent in Hillsdale County, for one year beginning October 1, 1949. Mr. VanDyke has been on leave during the past year and is working on his Master's Degree at Iowa State College.
2. Leave of absence without pay for Athur F. Brandstatter, Professor and Head of Police Administration, for a period of three months beginning about November 5, 1949, in order that he may participate in the Military Government Program in Germany.
3. Leave of absence with full pay for Elinor E. Roth, Instructor in Textiles, Clothing and Related Arts, for a period of three months beginning October 1, 1949, because of illness.
4. Leave of absence without pay for Parley W. Dennis, Assistant Professor of Botany and Plant Pathology, for a period of three months beginning October 1, 1949, to work toward his doctorate at the University of Michigan.
5. Leave of absence with full pay for Bernard I. Duffey, Assistant Professor of English and of Literature and Fine Arts, for a period of three months beginning October 1, 1949, in order to continue work on his research project. This is with the understanding that Mr. Duffey will teach both terms of the 1950 summer session without extra pay.
6. Leave of absence without pay for John A. Yunck, Instructor in English and in Literature and Fine Arts, from October 1, 1949 to June 30, 1950, to continue his work for the doctorate.
7. Leave of absence with full pay for Paul Honigsheim, Professor of Sociology and Anthropology, from January 1 to March 31, 1950, to complete certain researches in preparation for a book on the sociology of music.
8. Extension of leave of absence without pay for Howard W. Dunne, Assistant Professor of Animal Pathology, through December 31, 1949. Dr. Dunne is with the U. S. Bureau of Animal Industry and is directing the establishment of a laboratory in Mexico City for the purpose of preparing foot and mouth disease vaccine.

Appointments

## Appointments

1. Reappointment of Mrs. Olga Nickle as Hostess as North Hall at a salary of \$150 per month, effective from September 1, 1949, to June 30, 1950.
2. Appointment of Mrs. Ada B. Ketcham as Assistant Resident Adviser in Campbell Hall at a salary of \$105 per month plus complete maintenance, effective from September 1, 1949 to June 30, 1950.

## NEW BUSINESS, continued

## Appointments

3. Appointment of Mrs. Mary Leichty as temporary Instructor in Counseling at a salary of \$200 per month, effective for three months beginning October 1, 1949, to replace Gwendolyn Norrell who is on leave.
4. Appointment of Kingsley Montgomery as Instructor in Counseling at a salary of \$3500 per year on a 12-month basis, effective September 1, 1949, to replace Basel B. VanSchuyver, resigned.
5. Appointment of Robert N. Purrington as Assistant in the Library at a salary of \$300 per month, effective from September 16, 1949 to January 31, 1950 to replace Emerson D. Jacob who is on leave.
6. Appointment of Carl Temple Redemann as Instructor (Research) in Agricultural Chemistry at a salary of \$4000 per year, effective September 16, 1949, and paid from Experiment Station funds. This is a new position on a 12-month basis.
7. Appointment of Lauren Hiram Brown as Associate Professor of Agricultural Economics at a salary of \$5500 per year on a 12-month basis, effective September 19, 1949, and paid one-half from College and one-half from Experiment Station funds. Mr. Brown is returning to fill the position from which he resigned in July 1948.
8. Appointment of Ralph Ernest Patterson as Assistant Professor of Agricultural Engineering at a salary of \$4800 per year on a 12-month basis, effective October 16, 1949, and paid one-half from College and one-half from Experiment Station funds. This is a new position.
9. Appointment of William A. Malone as Assistant Professor of Landscape Architecture and Urban Planning at a salary of \$4500 per year on a 10-month basis, effective September 1, 1949 to replace Clyde E. Jones, Resigned.
10. Appointment of Frances Patch as temporary Instructor in Short Courses and in Horticulture at a salary of \$175 per month, effective from September 16, 1949 to March 31, 1950 to replace Mr. Wildon who is on leave.
11. Transfer of Marie A. Wolfe from 4-H Club Agent in Wayne County to Assistant State 4-H Club Leader and a salary increase from \$4100 to \$4300 per year, effective October 1, 1949. Miss Wolfe will replace Leora Fay, resigned.
12. Appointment of Mrs. Mary Jane Phillips Johnston as Ingham County Home Demonstration Agent at a salary of \$3200 per year, effective September 19, 1949, to replace Mrs. Lowena Murphy, resigned.
13. Appointment of Helen Margaret Greenwood as Lenawee County Home Demonstration Agent at a salary of \$3400 per year, effective September 19, 1949, to replace Beatrice Frangquist who is on leave.
14. Appointment of Edna Mae McDermott as Monroe County Home Demonstration Agent at a salary of \$3300 per year, effective September 19, 1949, to replace Dorothy Pope, resigned.
15. Appointment of Edgar A. Schleuter as Instructor in Biological Science at a salary of \$3000 per year on a 10-month basis, effective September 1, 1949, to replace Walter J. Davidson, resigned.
16. Appointment of James P. Orwig as Instructor in Effective Living at a salary of \$3000 per year, on a 10-month basis, effective September 1, 1949, to replace C. R. Mill, resigned.
17. Appointment of Fred H. Blum as Lecturer in Economics at a salary of \$1400 for the fall term 1949. Mr. Blum will replace Shou Shan Pu, resigned.
18. Appointment of Barrett Lyons as Lecturer in Social Service at a salary of \$600 for the winter term 1950.
19. Appointment of Robert J. Jeffries as Assistant Professor of Electrical Engineering at a salary of \$4600 per year on a 10-month basis, effective September 26, 1949, to replace C. E. Goodell, resigned.
20. Appointment of Gerald E. Berndt as Instructor in Mechanical Engineering at a salary of \$3300 for the period of September 1, 1949, to June 30, 1950, to fill the position transferred from Metallurgical Engineering.
21. Appointment of Mary Lou Lerch Rosencranz as Instructor (Research) in Textiles, Clothing and Related Arts at a salary of \$2000 per year on a 12-month basis, effective September 1, 1949. This is a new position paid from Experiment Station funds.
22. Appointment of Howard O Brown as Instructor in Art at a salary of \$4000 per year on a 10-month basis, effective September 1, 1949, to replace Jane VanAlstyne, resigned.
23. Appointment of the following temporary Assistants in Foreign Languages, effective from October 1, 1949, for as long as necessary:
 

Mrs. Norma B. Valldejuli	\$160 per month
Guy Jean-Pierre Plumail	80 per month
Mrs. Marguerite M. Miller	175 per month
24. Appointment of Harold Niven as Instructor in Speech, Dramatics and Radio Education at a salary of \$3500 per year on a 10-month basis, effective September 19, 1949, to replace Charles Gaupp, resigned.

NEW BUSINESS, continuedAppointments, continued

Appointments

25. Appointment of Frederick G. Alexander as Instructor in Speech, Dramatics, and Radio Education at a salary of \$4000 per year on a 10-month basis, effective September 19, 1949, to replace Robert Cunningham, resigned.
26. Appointment of William J. Callaghan as Instructor in Philosophy at a salary of \$3600 per year on a 10-month basis, effective September 1, 1949, to replace R. M. Gonso, resigned.
27. Appointment of Henry Clay Smith as Associate Professor of Psychology at a salary of \$5200 per year on a 10-month basis, effective September 1, 1949, to replace Glen Grimsley, resigned.
28. Appointment of Esta L. Berg as Instructor in Psychology at a salary of \$3600 per year on a 10-month basis, effective September 1, 1949, as a partial replacement for Austin Foster, resigned.
29. Appointment of John Useem as Associate Professor of Sociology and Anthropology at a salary of \$7000 per year on a 12-month basis, effective September 16, 1949. This is a new position to be paid one-half from College and one-half from Experiment Station funds.

Travel

Travel

1. First-class railway fare not to exceed \$64.60 for Clyde E. Henson to go to Chicago, Danville, Springfield and Tilton, Illinois, and to Utica, New York, in connection with his research project; paid from All-College Research funds.
2. Full expenses for Bernard I. Duffey to go from Cleveland to Chicago and return to Cleveland in connection with his research on midwestern literature; to be paid from the Rockefeller Foundation grant. The trip will be made from September 18 to October 2.
3. First-class railway fare for R. H. Scott to deliver a series of lectures in Chicago on September 22 and 23, and to attend the Congress of Corrections in Milwaukee, Wisconsin, on September 25-27.
4. Travel allowances as follows for staff members to attend the Dairy Cattle Congress in Waterloo, Iowa:
  - a. Full expenses for W. W. Snyder and the Dairy Cattle Judging Team, September 26 to October 5.
  - b. Maintenance expenses for Nevels Pearson to accompany the 4-H Dairy Judging and Demonstration teams, September 29 to October 6.
5. Full expenses for H. J. Wyngarden to attend the annual meeting of the Board of Directors of the Joint Council for Economic Education in New York City on October 4.
6. Full expenses not to exceed \$60 for Guy E. Timmons to act as coordinator and adviser for ten members of the Agricultural Education Club, and \$20 each for the ten members of the Club to attend the National Future Farmers of America Convention in Kansas City, Missouri, on October 9-13. Expenses for Mr. Timmons are fully reimbursable from Vocational funds. The students are to serve as counselors to the 200 F.F.A. boys going from Michigan.
7. Mileage on one car and maintenance expenses for Lester Bell and John Fields to participate in a short course on the Improved Processing of Farm Timber in Madison, Wisconsin, on October 10-14; paid from Extension funds.
8. Full expenses for Roy Skog to participate in a short course on the Improved Processing of Farm Timber in Madison, Wisconsin, on October 10-14.
9. Travel allowances as follows for staff members to attend the annual meetings of the American Ornithologists' Union in Buffalo, New York, on October 10-14:
  - a. Railway coach fare for G. J. Wallace
  - b. First-class railway fare for A. E. Staebler to present a paper
10. First-class railway fare for E. J. Benne to attend the meeting of the Association of Official Agricultural Chemists in Washington, D. C., on October 10-14.
11. Travel allowances as follows for staff members to attend the meetings of the U. S. Livestock Sanitary Association in Columbus, Ohio:
  - a. Maintenance expenses for Dean Bryan, October 12-14
  - b. Mileage on one car for B. J. Killham, Glen Reed, and Dean Bryan
  - c. First-class railway fare for H. J. Stafseth to read a paper, October 12-14.
  - d. First-class railway fare for C. F. Clark, October 9-14.
12. First-class railway fare for R. L. Sweet and A. J. Smith to attend the National Metal Congress in Cleveland, Ohio, on October 16-18.
13. Full expenses for J. M. Jensen and three members of the Dairy Products Judging Team to participate in the International Dairy Products Judging contest in Los Angeles on October 19-28.
14. Maintenance expenses for P. G. Lundin to accompany three 4-H Club members to the Del-Mar Peninsula in Maryland to study commercial poultry production; paid from Extension funds. The trip will be made on October 23-29.



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NEW BUSINESS, continuedTravel, continued

## Travel

15. Mileage on one car for W. L. Mallmann, H. J. Stafseth and other staff members to attend the meeting of the American Public Health Association in New York City on October 24-28.
- 16.. First-class railway fare for L. R. Schoenmann to attend a meeting of the Soil Science Society of America in Milwaukee, Wisconsin, on October 24-29; paid from Experiment Station funds.

Anne Murphy's Miscellaneoustitle to be  
Head Dieti-  
titan.John T. Stone  
title to be  
Asst.Prof.  
(Ext.)Approval di-  
vision Sarah  
Brier's sal.Paul Sweany's  
title to be  
Assoc. Prof.  
of Educ.Change in sta-  
tus Charles  
H. Schafer to  
temp. employeeReport death  
Ralph VanHoesenDisability  
retirementTom Torrance  
approved.L. E. Chapman  
considered  
permanent  
employeeAdditional  
amounts paid  
salaried  
staff members

Memo of agree

Dairy Indus.  
Supply Assoc.Add. half-time  
grad. asst.

in Music app.

Approval new  
positions for  
Shaw Dorm.Approval 2  
new positionsDevelopment  
Fund Program.Clerk-Typist  
approved for  
Library.

1. Change in title of Anne Little Murphy from Dietitian to Head Dietitian in Mason-Abbot Halls and a salary increase from \$3200 to \$3500 per year, effective October 1, 1949.
2. Change in title of John Tuttle Stone from Coordinator in Extension Administration to Assistant Professor (Extension), effective September 16, 1949. Mr. Stone has been on leave of absence during the past year and will return to the payroll on September 16. His salary is to be paid one-half from College and one-half from Extension funds.
3. Recommendation that the salary of Sarah Brier, Instructor (Research) in Textiles, Clothing, and Related Arts, be paid \$2625 by the Bureau of Human Nutrition and Home Economics and \$875 Experiment Station, effective the date of her appointment which is changed from September 1 to September 6, 1949.
4. Change in title for H. Paul Sweany from Assistant Professor to Associate Professor of Education, effective September 1, 1949. Mr. Sweany has completed the requirements for the Ph.D. degree at Purdue University.
5. Correction in the status of Charles H. Schafer, Instructor in English, from a permanent to a temporary employee. Mr. Schafer was appointed to replace Herbert Weisinger who is on leave, and his appointment should be effective for one year only beginning September 1, 1949.
6. Report of the death of Ralph Van Hoesen, Assistant Professor of Education, on September 2, 1949. Dr. Van Hoesen had been a member of the staff since October 1946.
7. The following recommendations are made by the Retirement Committee:
  - a. Disability retirement for Tom Torrance, employed in the plumbing division of Buildings and Utilities, at an annual pension of \$602, effective September 1, 1949. Mr. Torrance has been employed by the College since August 4, 1930.
  - b. Recommendation that LeRoy E. Chapman, employed in the Comptroller's Office, be considered a permanent employee and included in the Retirement and Insurance Program, effective as of the date of his first employment, February 15, 1943. At the time Mr. Chapman was employed, he was over 50 years of age and not considered a permanent employee.
8. Payment of the following amounts to staff members who worked additionally during the summer:
 

Economic Education Workshop		Adult Education Course	
L. E. Traywick	\$400.00	C. E. Wildon	\$48.90
Leonard Rall	400.00	Eaton Manufacturing Company Project	
M. S. Malter	300.00	Frederic Wickert	289.61
Michigan Bell Telephone Program Project		John MacNaughton	335.77
Frederic Wickert	215.00		
9. Payment of the following amounts to salaried employees for additional services:
 

Shirley Allen	\$150.00	Elizabeth McCleary	\$ 4.05	Moiree Compere	\$121.00
Chas. Hirschfeld	16.50			Paul Moore	92.32
C. H. Nickle	10.00			Wilma Pinch	3.00
C. E. Wildon	34.50			Charles Blagdon	92.40
10. Approval of a memorandum of agreement with the Dairy Industries Supply Association, Inc., of Washington, D. C., covering a grant of \$850 to be used under the direction of A. W. Farrall in the Agricultural Engineering Department in a study of a problem relating to the dairy products industries. The agreement provides for a graduate fellowship.
11. Request from Dean Emmons and Director Ballard for an additional half-time graduate assistant in Music to direct the musical portion of "Adventures in Music" radio broadcast. If this position is authorized, it is with the understanding that should a vacancy occur in the Dean's Discretionary Pool it will be used to fill this position.
12. Recommendation for the following additional positions for Robert S. Shaw dormitory:
 

1 Secretary-Executive	2 Clerk-Typists	1 Account Clerk I
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13. Recommendation for the establishment of a Secretary-Departmental II position and a Clerk-Typist position for the new Development Fund Program in the Alumni Office, and a request for an appropriation of \$3000 to provide for these positions.
14. Reinstatement of a Clerk-Typist position in the Library. Through error, this position was not included in the budget for 1949-50.

NEW BUSINESS, continuedMiscellaneous, continued

15. Additional Clerk II position in Agricultural Economics. All except \$300 of this is to be financed from the Hope-Flannagan Research Project entitled, "Marketing of Flowers, Bulbs and Nursery Crops".
16. Additional Clerk-Stenographer I position in Agricultural Economics to be used for work on the project "Reducing Instability of Market Prices for Michigan Farm Products", and paid from federal funds.
17. Request from the College Museum for an appropriation of \$981 of which \$319 are to be used in preparing the 1901 Oldsmobile for exhibition, and \$662 to obtain and prepare five moose for exhibition.
18. Request for an appropriation of \$2350 for the following uses of the Auditorium and Fairchild Theater during the fall term 1949:

Orientation Week - September 19 through September 23

Main Auditorium - September 19-23 @ \$100. . . . . \$500  
 Main Auditorium - September 24 (Dance) . . . . . 350

MEA Convention - October 13 and 14

Main Auditorium - October 13 and 14 @ \$100. . . . . 200  
 Fairchild Theater - October 13 and 14 @ \$50. . . . . 100  
 Appropriation for necessary setup. . . . . 200

Michigan Milk Producers Meeting

Fairchild Theater, November 4 @ \$50 . . . . . 50

Annual Meeting of Farm Bureau

Main Auditorium - November 9, 10, 11 @ \$100 . . . . . 300  
 Fairchild Theater - November 8, 9, 10, 11 @ \$50. . . . . 200  
 Appropriation for necessary setup . . . . . 250

Orchestra Concert

Main Auditorium - December 5 @ \$100 . . . . . 100

Christmas Concert

Main Auditorium - December 12 @ \$100 . . . . . 100

19. Communication from the Association of County Agricultural Agents expressing their appreciation to the Board for the generous treatment in the salary adjustments made as of July 1.
20. The following policy was agreed upon at the June Board meeting and made a part of the statement sent to all employees with their salary notices. It should be officially approved as a Board policy:

All academic employees have been classified by the State Board of Agriculture on either a 10 or 12-month basis.

Teachers on a 10-month basis will teach fall, winter and spring terms and may be compensated additionally if called upon to teach in the summer school.

Research and Extension workers, department heads, administrative employees and others with year around responsibility to the institution are classified on a 12-month basis and are entitled to only 30 days annual vacation and are not to be compensated additionally for summer work whether it be in Research, Extension or Teaching.

21. Recommendation that fluorescent lights be installed in Building A-2, rooms 15 and 17, of the Art Department at a cost of \$630; charged to Alterations and Improvements 1949-50.
22. Recommendation that certain changes be made in the top floor of the Botany Building in order that Professor Mallmann may have some much needed laboratory space. This work will cost approximately \$1360 and is to be charged to Alterations and Improvements 1949-50.

On motion of Mr. Akers, seconded by Mr. Armstrong, it was voted to approve the President's Report and all New Business.

ADDITIONAL ITEMSResignations

1. Resignation of Mrs. Ruth H. DeRosa as Assistant State Club Leader, effective October 15, 1949, to move to New York with her husband.
2. Resignation of Ralph M. Williams as Assistant Professor of Business Administration, effective August 31, 1949, because of illness.

Add. Clerk II  
position  
Agric. Econ.

Also Clerk I  
Ag. Econ.

Add approp.  
\$981 for  
college  
museum

Approval  
appropria-  
tion \$2350  
for several  
uses Aud.

Communication  
Co. Agts re:  
salary in-  
creases.

Approval  
classification  
of employees  
10-mo. or  
12-mo.

Fluorescent  
lights app.  
for Art Dept.

Approval  
changes top  
floor Bot.  
Bldg.

Resignations

ADDITIONAL ITEMS, continuedAppointments

## T: Appointments

1. Appointment of Mrs. Cora Chaffee as Resident Adviser in West Yakeley at a salary of \$156 per month plus maintenance, effective from September 1, 1949, to June 30, 1950, to replace Mrs. Clara Wigle. This supersedes the previous appointment of Mrs. Chaffee.
2. Appointment of Mrs. R. H. Phillips as Assistant Resident Adviser in Yakeley Hall at a salary of \$105 per month plus maintenance, effective from September 1, 1949 to June 30, 1950, to replace Mrs. Chaffee.
3. Appointment of Alice M. Flory as Resident Adviser in Snyder Hall at a salary of \$156 per month effective from September 1, 1949, to June 30, 1950 to replace Mrs. Starring.
4. Appointment of Mrs. Gertrude Snow as Resident Adviser in North Campbell Hall at a salary of \$156 per month plus maintenance, effective from September 1, 1949, to June 30, 1950, to replace Mrs. Dewey. This supersedes the previous appointment of Mrs. Snow.
5. Appointment of Robb G. Gardiner as Coordinator of Student Activities in Men's Residence Halls at a salary of \$4200 per year, effective September 16, 1949. This is a new position.
6. Appointment of Mrs. Mary Frances Lint as Housemother for the Zeta Beta Tau fraternity at a salary of \$100 per month, effective from September 1, 1949, to June 30, 1950.
7. Appointment of William H. Plesscher as Staff Physician at the Health Service at a salary of \$7500 per year, effective September 16, 1949, to replace O. Grant Reed, resigned.
8. Appointment of Alec R. Gilpin as Instructor in History of Civilization at a salary of \$3600 per year, effective September 1, 1949, to replace Marie Bezold, resigned.
9. Appointment of Guido L. Weber as Lecturer in Business Administration at a salary of \$2500 for the period of October 1, 1949, to June 30, 1950.
10. Appointment of Ruel Conrad Kahler as Instructor in Business Administration at a salary of \$3300 per year, effective September 1, 1949, to replace L. A. Watkins, resigned.
11. Appointment of Robert B. McCurry as part-time Assistant Football Coach at a salary of \$200 for the period from September 1 to November 19, 1949.
12. Appointment of Mrs. Norrine Grover Bennett as Instructor in Textiles, Clothing and Related Arts at a salary of \$175 per month, effective from October 1 to December 31, 1949. This is a partial replacement for Elinor Roth who is on sick leave.
13. Appointment of Mrs. Nixola Fillinger Bayle as Instructor in Textiles, Clothing and Related Arts at a salary of \$150 per month, effective from October 1 to December 31, 1949. This is a partial replacement for Elinor Roth.
14. Appointment of Gloria Marcia Blackman as Resident Adviser in Wells Hall at a salary of \$156 per month, effective from September 1, 1949 to June 30, 1950 to replace Mrs. Mary Weaver.
15. Appointment of Mrs. Hattie Gilpin as Housemother at the Sigma Nu fraternity at a salary of \$100 per month, effective from September 1, 1949 to June 30, 1950. This is a new position.
16. Appointment of Mrs. Eileen Anderson as Nurse at the Health Service at a salary of \$2500 per year, effective October 1, 1949, to replace Violet Nakfoor, resigned.

Travel

## Travel

1. First-class railway fare for Graydon Blank to attend a sheep meeting in Wooster, Ohio, on September 22-24; paid from Extension funds.
2. Maintenance expenses for Wilma Brewer to attend the Robert Gould Research Foundation meeting on protein in Chicago on September 24; paid from Experiment Station funds.
3. Full expenses for A. W. Farrall to attend a meeting of the American Butter Institute in Chicago on September 27; paid from Experiment Station funds.
4. Full expenses for J. H. Denison to attend a meeting of Big Ten Public Relations directors in Chicago early in October. This trip was approved for a meeting in June that was later postponed.
5. First-class railway fare and lodging expenses for Evelyn Mansfield to attend a Conference of College Teachers of Textiles and Clothing in Chicago on October 13-16.
6. Full expenses for Elwin Farwell and six members of the livestock judging team to participate in the American Royal Livestock Judging Contest in Kansas City, Missouri, on October 13-18.
7. Full expenses for L. J. Bratzler and four members of the meats judging team to participate in the American Royal Meats Judging Contest in Kansas City, Missouri, on October 14-20.
8. Full expenses for H. H. Kimber to attend the Conference on Religion in American State Universities at Minneapolis, Minnesota, on October 27-29.



## ADDITIONAL ITEMS, continued

## Miscellaneous

Inc. salary  
Fred WoolmanInc. salary  
Walter AdamsApproval of  
status of  
L.C. FergusonDr. Rokeach  
to teach one  
cse sociologyAdditional  
payments to  
staff mem-  
bers for  
summer work  
not in teach-  
ing.J.W. Zimmer  
listed and  
budgeted with  
Phys. Sci.  
\$100 from  
Food Men  
\$1500 from  
Parke DavisLobbies and  
public areas  
of Mary Mayo  
to be refur-  
nished.Approval con-  
tracts for  
storm drains  
for Pres. Res.  
and Cont.  
Educ. CenterElectric out-  
lets install-  
ed in Rooms  
A & B DemHallZarichny -  
writ of cer-  
tiorariMiss Jones to  
represent  
college at  
Gov. Bds.  
meeting  
Oct. 5-8.Approval  
transportation  
fee for prac-  
tice teaching  
courses.

1. Increase in salary of Fred Woolman, Assistant Mechanical Engineer in the Power Plant, from \$3400 to \$3800 per year, effective October 1, 1949.
2. Increase in salary for Walter Adams, Assistant Professor of Economics, from \$4700 to \$5200 per year, effective October 1, 1949.
3. Leroy C. Ferguson, Associate Professor, is on a dual status between the Social Science Department and the Political Science and Public Administration Department. It is recommended that he be listed and budgeted with Social Science, although his assignments will not be changed.
4. It is proposed to assign Dr. Rokeach of the Psychology Department to teach one course in Sociology and to grant the Psychology Department authorization to employ someone to teach the course that would otherwise have been taught by Dr. Rokeach in the amount of \$500 per term.
5. Recommendation for the following payments to staff members for work done during the summer but not in teaching:

Chemistry - John Speck \$500	Counseling - Ben Kremen	25
	William Mann	25
Counseling - James Bane	Ross Matteson	25
Lawrence Cooke	Gertrude Tew	25
Rowland Pierson		50

6. John William Zimmer, Associate Professor, is working 75 per cent in the Physical Science Department and 25 per cent in Mathematics. It is recommended that he be listed and budgeted with Physical Science, although his assignments will not be changed.
7. Acceptance of a check for \$100 from the Michigan Associated Feed Men of Carleton, Michigan, to be used in the Short Course Department in the Elevator and Farm Supply Scholarship Fund.
8. Acceptance of a grant of \$1500 from Parke Davis and Company of Detroit to be used under the direction of Dr. Ewing in the Chemistry Department in a study of physical-chemical problems. The memorandum of agreement and \$375 of this grant were approved at the Board meeting in February 1949.
9. Recommendation that the Board approve the refurnishing of the lobbies and public areas in Mayo Hall that have now been in use for more than twenty years, to be paid for from the excess earnings of Mason-Abbot Hall for the year ending June 30, 1949, that were unpledged. It is estimated that the total cost of furnishing the lobbies and public areas in East Mayo and West Mayo will be approximately \$40,000.
10. The following bids were received for storm drains for the President's house and for the Continuing Education Building:

	President's House	Kellogg Cont. Education
Ray Sablain	\$1,640.00	\$6,756.20
McNamara	1,986.00	7,414.20
Nearing	2,393.80	9,285.50
VanOrden and VanEss	2,430.00	7,691.00
MacLean Construction Company	2,678.20	7,670.50
Angell Construction Company	3,570.00	11,247.00

It is recommended that the bid of Ray Sablain be accepted at \$1,640 for the President's House, and \$6,756.20 for the Continuing Education Building.

11. Request for authorization to install two electric outlets in Rooms A and B in Demonstration Hall for the Military Department at an estimated cost of \$85; to be charged to Alterations and Improvements 1949-50.

On motion of Mr. More, seconded by Mr. Brody, it was voted to approve the foregoing Additional Items.

12. It is called to the attention of the Board that the attorneys of Mr. Zarichny have applied to the United States Supreme Court for a writ of certiorari for the purpose of reviewing the action of the Michigan Supreme Court. The College attorneys have prepared a brief in cooperation with the Solicitor General of the State of Michigan and have submitted it to the Supreme Court.

13. The annual meeting of the Association of Governing Boards will convene in Denver on October 5 for meetings through October 8. One or more members of the Board should be delegated to represent Michigan State College.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to delegate Miss Jones to represent the College at this meeting.

14. Communication from the Detroit Packing Company expressing appreciation for the services of D. H. Stark for the year July 1, 1948 to June 30, 1949.
15. Request that the Board approve a transportation fee for practice teaching courses. It is recommended that there be established a course fee of \$8.00 per term for the following courses in Education: 324, 341, 400a, 400b, 400c, 400d, 401a, 401b, 406a, 406b, 415a and 415b. These fees are to be credited to a special revolving fund out of which will be paid the transportation costs for students engaged in practice teaching in nearby schools.

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## ADDITIONAL ITEMS, continued

## Miscellaneous, continued

16. Communication from the Alumni Advisory Council recommending that the fund to be raised through the efforts of Mr. Davidson be designated "The Michigan State College Fund".
17. Discussion of the possible effect on our financial operations of making effective a minimum wage of 75 cents per hour, the amount included in the legislation that has now passed both houses of the Congress and rests in the hands of a conference committee.

After considerable discussion, no action was taken pending certain further studies by the business office.

18. The Administrative Group recommends the approval of the following policy governing leaves of absence, superseding the previous policy:

For the primary purpose of increasing the value of their further services to the College through study, travel, specialized writing or otherwise, sabbatical leaves of absence may be granted faculty members under the following conditions:

- Such leaves may be granted after six years of meritorious service to the institution from the date of appointment or date of last sabbatical leave to persons who have shown evidence of progress in professional improvement and whom the College wishes to retain on the staff.
- In general, leaves will be granted for a full calendar year at one-half pay. Leaves at full pay for one-half year or less, to include the term free from teaching, may be granted provided the department or agency can absorb the work of the individual while he is on leave.
- Those granted leaves will be expected to return to the College for one year regardless of the length of the leave.
- Those granted leaves may not accept employment during the term of the leave except that when it does not interfere with a full-time program of study or self-improvement, they may give a limited number of lectures for compensation or they may perform such activities as may be required and receive such pay as may be given on a fellowship or scholarship grant, in all of which cases prior approval shall be given by the President and State Board of Agriculture.
- At the termination of the leave, a report shall be made to the President of what has been accomplished during the period of the leave.

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

## SPECIAL MISCELLANEOUS ITEMS

1. The following bids were received for alterations to the judging pavilion in Agricultural Hall:

The Christman Company	\$38,450
Granger Brothers	44,478
Foster Schermerhorn Foster	48,791
Reniger Construction Company	49,775
Francis J. Corr, Inc.	53,500

There is an item of \$36,000 for this purpose in the budget this year. It is recommended that the bid of the Christman Company be accepted, and that the architect's fee for this alteration be charged against the \$50,000 of work for which he is retained. It will be necessary to increase the amount for this project by \$2,450.

On motion of Mr. Armstrong, seconded by Miss Jones, it was voted to approve the above recommendation and award the contract to the Christman Company.

2. Dean Miller and Dean Combs met with the Board in accordance with the action taken at the last Board meeting to discuss the proposed correspondence course in heating and ventilating engineering.

On motion of Mr. Armstrong, seconded by Mr. More, it was voted to approve the course as recommended.

3. It is desirable to decide upon the name for the Continuing Education Center. It is proposed that this building be known as "W. K. Kellogg Continuing Education Center", or as "W. K. Kellogg Center of Continuing Education".

On motion of Miss Jones, seconded by Mr. More, it was voted to approve the name of the Continuing Education Center.

Christman Co. awarded bid on alterations to judging pav.

Approval of corresp. cses in heating and ventilating engr.

Cont. Educ. Bldg. to be known as "W.K. Kellogg Center for Cont. Educ."

SPECIAL MISCELLANEOUS ITEMS, continued

4. Mr. Sarvis, Mr. Foster and Mr. Scott met with the Board to discuss the costs of installing air conditioning in portions of the Continuing Education Center.

On motion of Mr. More, seconded by Mr. Brody, it was voted to instruct the architect to include air conditioning for all of the first floor and for approximately 35 sleeping rooms at an estimated cost of approximately \$45,000.

5. Mr. Wilder and Mr. Turner, representatives of Ernst and Ernst met with the Board to present the annual audit.

On motion of Mr. Armstrong, seconded by Mr. More, it was voted to accept the audit and authorize the payment therefor with the understanding that a special report is to be submitted with reference to the College Creamery operations.

6. Mr. May recommended an amendment to the budget for the current year.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to amend the 1949-50 budget to provide that all income from the Morrill-Nelson Act (including the increase by the Bankhead-Jones Act) be expended for supplies and equipment in the following departments:

- A. AGRICULTURE. Agriculture, horticulture, forestry, agronomy, animal husbandry, dairying, veterinary science, poultry industry.
- B. MECHANIC ARTS. Mechanical, electrical and experimental engineering; farm mechanics, architecture, machine design, mechanical drawing and shop work.
- C. ENGLISH LANGUAGE. English language, English literature, composition, rhetoric and oratory, etc.
- D. MATHEMATICAL SCIENCES. Mathematics, bookkeeping and astronomy.
- E. NATURAL AND PHYSICAL SCIENCES. Chemistry, physics, biology, botany, zoology, geology, metallurgy, entomology, physiology, bacteriology, pharmacy, physical geography and meteorology.
- F. ECONOMIC SCIENCES. Political economy, home economics, commercial geography, sociology.
- G. SPECIAL PREPARATION OF TEACHERS.

Said federal funds are to be expended in amounts not in excess of the approved budget before any other college funds are used.

The meeting adjourned at 4:40 p.m.

John A. Fennell  
President

Earl H. McHoul  
Secretary

Air Cond. to be included in first floor and approx. 35 sleeping rooms, of Kellogg Cont. Educ. Center.

Approval of 1948-49 audit.

Approval of amendment to budget for current year.