

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
SEPTEMBER 16, 1943

Present: Mr. Berkey (Chairman); Messrs. Akers, Brody, Jakway, McPherson; Mrs. Masselink; President Hannah; Treasurer Wilkins; Secretary McDonel.

Absent: Dr. Elliott.

The meeting was called to order at 11:00 A.M.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

1. Resignation of C. L. Comar as Research Assistant in the Chemistry Experiment Station, effective August 15, 1943. Dr. Comar has accepted a position at the Florida Experiment Station. Resignations
2. Resignation of Mary Petersen as stenographer in the Publications Department, effective August 9, 1943. Miss Petersen accepted a position with a mining company in the Upper Peninsula.
3. Resignation of Mrs. Margaret Fayer as stenographer in the English Department, effective August 27, 1943. Mrs. Fayer accepted a position as librarian at the Pattengill Junior High School.
4. Leave of absence without pay for Ruth Gregory, clerk in the Registrar's Office, from August 20 to August 28, 1943. Leave
5. Appointment of Lucille Pung as stenographer in the Conservation Institute at a salary of \$1260 per year, effective August 15, 1943, to replace Betty Vogel (salary \$1260) who has resigned. Appointments
6. Appointment of Esther Walenjus as stenographer in Mathematics at a salary of \$1320 per year, effective August 9, 1943.
7. Appointment of Christine F. Stine as clerk in the Accounting Office at a salary of \$1320 per year, effective August 17, 1943. This is a new position.
8. Appointment of Velda Fowler Samppala as Instructor in Mathematics at a salary of \$200 per month for as long as her services are needed, effective as of July 1, 1943.
9. Continuation of R. D. Wheeler as Assistant in Research in Bacteriology for the month of August at a salary of \$150 and payable from the War Emergency Research funds.
10. Employment of the following persons for the period from September 1, 1943, to June 30, 1944, and paid from the Social Security Agency fund set aside for special investigations:

Evelyn Sanders at \$60 per month

Evelyn Wood at \$60 per month

Harold Redman at \$10 per month
11. Full expenses for George Branaman to visit the Ohio Experiment Station on August 20 in connection with some feeding demonstrations with beef cattle which have been under way there. Travel
12. Full expenses for E. G. McKibben and E. J. Miller to attend a meeting of representatives from the north central experiment stations at the Federal Regional Research Laboratory at Peoria, Illinois, on August 23.
13. First-class railway fare only for R. H. Young and C. W. Bachman to attend the midwest athletic meetings at the Sherman Hotel in Chicago on August 24.
14. Full expenses for E. E. Down to attend a special corn breeders' conference of the North Central Region at Purdue University on September 1 and 2.
15. Full expenses for Dean Emmons to attend a meeting of the Executive Committee of the Cooperative Study in General Education in Chicago on September 1 and 2.
16. Maintenance expenses only for J. Sutherland Frame to make an inspection trip to Camp Grant and the Great Lakes Naval Station on August 23-26.
17. Mileage on one car for A. J. Clark, D. T. Ewing, and C. D. Ball to attend the meeting of the American Chemical Society in Pittsburgh on September 5, 1943.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the President's Report.

RESIGNATIONS

1. Resignation of Mrs. Marilyn Brandt as stenographer in Horticulture, effective August 31, 1943. Mrs. Brandt is moving to Detroit. Resignations
2. Resignation of Sarah Jane Schwab as stenographer in Soils Science, effective August 31, 1943. Miss Schwab has accepted a position at the Olds Manufacturing Company.

RESIGNATIONS, continued

Resignations

3. Resignation of Audrie Champion as clerk in the Comptroller's Office, effective August 31, 1943.
4. Resignation of Helen Bos as clerk in the Comptroller's Office, effective August 31, 1943.
5. Resignation of Jeanette Morningstar as clerk in the Alumni and NYA Offices, effective September 7, 1943. Miss Morningstar has accepted a position with the Federal Soil Conservation Service.
6. Resignation of Mrs. Shirley Tompkins as stenographer in Education, effective August 31, 1943.
7. Resignation of Mrs. Muriel Sergeant as clerk in the Mimeograph Office, effective September 21, 1943. Mrs. Sergeant is taking her husband to the southwest for his health.
8. Resignation of Agnes Coulson as stenographer in Horticulture, effective September 8, 1943. Miss Coulson has accepted a position with the Michigan Labor Relations Service.
9. Resignation of Carolyn Davidson as stenographer in the Summer School Office, effective August 31, 1943. Miss Davidson is to be married.
10. Resignation of Mrs. Beatrice Tanner as Hostess in Rochdale House, effective June 30, 1943.
11. Resignation of Anona McMinn as general duty nurse at the Health Service, effective August 31, 1943. Miss McMinn is leaving to join the Army.
12. Resignation of Eunice Kelly as Assistant in Research in Home Economics, effective September 30, 1943. Miss Kelly has accepted a position at the North Dakota State College.
13. Resignation of W. Dean Gordon as 4-H Club Agent in Wayne County, effective September 30, 1943, because of inability to find suitable living quarters for his family.
14. Resignation of Mary Olive Richmond as 4-H Club Agent for Chippewa County, effective September 15, 1943. Miss Richmond is to be married.
15. Resignation of Chester R. Hardt as Research Assistant in Bacteriology, effective October 7, 1943. Mr. Hardt has accepted a position with the E. I. DuPont De Nemours and Company.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to accept the Resignations.

LEAVES

Leaves

1. Leave of absence without pay for one year for Ann L. Kuehl, Assistant Professor of Physical Education for Women, effective September 1, 1943. Miss Kuehl is requesting leave for health reasons.
2. Leave of absence without pay for two months for Mrs. Carol Jennings, nurse at the Health Service, effective September 1, 1943. Mrs. Jennings wishes to visit her husband who is in the Air Forces.
3. Military leave through August 31, 1944, for Edwin B. Rendell, employee of the Cleaning Division of Buildings and Grounds, effective August 11, 1943. Mr. Rendell has been drafted.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the Leaves.

APPOINTMENTS

Appointments

1. Appointment of Mrs. Agnes Sheehan as stenographer in Education at a salary of \$1500 per year, effective September 15, 1943. Mrs. Sheehan will replace Mrs. Shirley Tompkins who has resigned.
2. Appointment of Jeanette Patten as stenographer in Engineering at a salary of \$660 per year for half-time work, effective September 1, 1943. Miss Patten replaces Mrs. Marie Stewart who has resigned.
3. Appointment of Esther Bauerle as stenographer in the Office of the Dean of Agriculture and the Short Course Office at a salary of \$1380 per year, effective September 1, 1943. Miss Bauerle resigned from this position last spring to help on the home farm.
4. Appointment of Velma M. Collamore as stenographer in the Summer School Office at a salary of \$120 per month, effective September 1, 1943. Mrs. Collamore replaces Carolyn Davidson (salary \$1500) who has resigned.
5. Appointment of Mrs. Barbara Dickhout as stenographer in Horticulture at a salary of \$1440 per year, effective September 1, 1943, to replace Marilyn Brandt (salary \$1440) who has resigned. Mrs. Dickhout has been employed in Horticulture at \$1320 per year paid one-half from College and one-half from Experiment Station funds.
6. Appointment of Beverly Motts as clerk in the Comptroller's Office at a salary of \$1440 per year, effective August 30, 1943. Miss Motts replaces Audrie Champion (salary \$1440) who has resigned.
7. Appointment of Robert E. Troxell as clerk in the Comptroller's Office at a salary of \$1920 per year, effective August 30, 1943. Mr. Troxell replaces Eileen Burke (paid from labor payroll) who has resigned.

APPOINTMENTS, continued

Appointments

8. Appointment of Alice H. Lawrence as stenographer in English at a salary of \$1380 per year, effective September 1, 1943. Mrs. Lawrence replaces Mrs. Margaret Fayer (salary \$1380) who has resigned.
9. Appointment of Betty Shaw as clerk in the Comptroller's Office at a salary of \$1320 per year, effective September 1, 1943. This is a new position.
10. Appointment of Marian Craig as clerk in the Comptroller's Office at a salary of \$1320 per year, effective September 8, 1943. Miss Craig replaces Helen Bos (salary \$1440) who has resigned.
11. Appointment of Mrs. Mollie Cole as housemother at Mary Mayo Annex (Kappa Sigma House) at a salary of \$500 per year on a permanent 10-month basis, effective September 1, 1943. Mrs. Cole is to receive her salary in 10 installments. She has previously been employed as hostess in Ewing House at \$350 per year.
12. Appointment of Mrs. Kathryn Hewett as Hostess in the Ewing Cooperative House at a salary of \$450 for the ten months beginning September 1, 1943. Mrs. Hewett replaces Mrs. Emma Atherton whose appointment expired in June.
13. Appointment of Mrs. Edna M. Fear as Hostess in the Robinson Cooperative House at a salary of \$400 for the ten months beginning September 1, 1943. Mrs. Fear replaces Mrs. Beatrice Tanner who has resigned.
14. Appointment of Mrs. Frida L. Illsley as Hostess in Rochdale Cooperative House at a salary of \$400 for the ten months beginning September 1, 1943. Mrs. Illsley replaces Mrs. Mollie Cole who is being transferred.
15. Appointment of Mrs. Lillian G. Trenary as Hostess in Concord Cooperative House at a salary of \$400 for the ten months beginning September 1, 1943. This is a new position.
16. Reappointment of Mrs. Charlotte Vary as Housemother in South Campbell Hall at the same salary of \$1200 for the ten months beginning September 1, 1943.
17. Reappointment of Mrs. Ethel G. Longstreet as night hostess in Williams Hall at the same salary of \$850 for the ten months beginning September 1, 1943.
18. Appointment of Dr. Grace Song Line as Research Assistant in Foreign Studies at a salary of \$1 per year, effective September 1, 1943.
19. Appointment of Winfield Henry Line as Research Assistant in Foreign Studies at a salary of \$1 per year, effective September 1, 1943.
20. Appointment of Dorsey R. Rodney as Coordinator at a salary of \$250 per month, effective September 1, 1943, for as long as his services are needed.
21. Appointment of Wilma Dee Brewer as Assistant in Research in Foods and Nutrition at a salary of \$2300 per year for one year only, effective September 1, 1943, and paid from Purnell funds. Miss Brewer replaces Eunice Kelly (salary \$2300) who has resigned.
22. Appointment of Mrs. Alta Cottingham McMurray as Home Demonstration Agent in Cass and St. Joseph Counties at a salary rate of \$2200 per year for the period from October 1, 1943, to June 30, 1944, and paid from the War Emergency Extension funds. This is a new position.
23. Appointment of Mrs. Ada Peck Watson as 4-H Club Agent in Wayne County at a salary of \$2200 per year on a permanent 12-month basis, effective September 15, 1943. Mrs. Watson replaces W. Dean Gordon (salary \$2400) who has resigned.
24. Transfer of Robert J. Laser to 4-H Club Agent for Lenawee County at the same salary of \$2720 per year, effective October 1, 1943, to replace Stanley Ball. Mr. Laser has been employed as Assistant State Club Leader during the past year.
25. Transfer of Stanley Ball to District 4-H Club Agent for Missaukee, Osceola, Clare, Gladwin and Roscommon Counties at the same salary of \$2500 per year, effective from October 1, 1943, to June 30, 1944, and paid from the War Emergency Extension funds. Mr. Ball was formerly 4-H Club Agent for Lenawee County. It is also requested that \$900 be allowed for travel expenses.
26. Transfer of Morris K. MacGregor to District 4-H Club Agent for Hillsdale, Jackson and Eaton Counties at the same salary of \$2400 per year, effective October 1, 1943. Mr. MacGregor is now Club Agent in Hillsdale, Jackson, and Monroe Counties.
27. Transfer of Hildred J. Hart to District 4-H Club Agent for Livingston, Washtenaw and Monroe Counties instead of Livingston, Washtenaw and Oakland Counties, at his present salary of \$2400 per year, effective October 1, 1943.
28. Appointment of John F. Schlueter as Instructor in Physical Education for Men at a salary of \$200 per month, effective September 21, 1943, for as long as his services are needed.
29. Reappointment of Kenneth Hawk as Instructor in Physical Education for Men at a salary of \$250 per month, effective September 1, 1943, for as long as his services are needed.

APPOINTMENTS, continued

Appointments

30. Appointment of Mary Ellen Bissland as Instructor in Physical Education for Women at a salary of \$2000 per year for one year only, effective September 1, 1943. Miss Bissland replaces Ann Kuehl (salary \$2720) who has requested leave.
31. Reappointment of the following temporary staff members in the Speech Department, effective for three months beginning October 1, 1943:
 - Eleanor Chase at \$100 per month
 - Mary Jeanette Martin at \$100 per month
 - Kenneth Richards at \$120 per month
32. Appointment of Dr. Troy Stearns as Assistant Professor of Education at a salary of \$3600 per year on a permanent 10-month basis, effective October 1, 1943. This is a new position provided for in the agreement with the Kellogg Foundation in connection with work in rural education.
33. Reappointment of Harvey P. Sweany as Assistant Professor of Education for one year only at his present salary of \$3360 per year, effective July 1, 1943. Mr. Sweany is replacing G. C. Cook who is on leave, and the College is reimbursed for his salary by the State Board of Control for Vocational Education.
34. Appointment of Bertram Haigh as Instructor in Music at a salary of \$1000 for the ten months beginning September 1, 1943. This is a partial replacement for Mr. Falcone who is on leave.
35. Appointment of Dr. Marjorie Gesner as Instructor in History and Political Science at a salary of \$2000 per year for one year only, effective September 1, 1943. Miss Gesner replaces Milton Muelder who is on military leave.
36. Appointment of John S. deMartelly as Assistant Professor of Art at a salary of \$2800 for the ten months beginning September 1, 1943. Mr. de Martelly will replace Mr. Brauner who is to be called in the Armed Services.
37. Appointment of Arnold Blanch as Artist in Residence in the Department of Art at a salary of \$850 for the three months beginning January 1, 1944. This is a new position.
38. Appointment of Doris Lee as Artist in Residence in the Department of Art at a salary of \$850 for the three months beginning January 1, 1944. This is a new position.
39. Reappointment of Carl Hulen as Assistant in Animal Pathology at the salary rate of \$700 for the academic year, effective September 1, 1943, and paid from the Abortion Test Fund.
40. Reappointment of Francis W. Gentry as half-time assistant in Animal Pathology at the salary rate of \$700 for the academic year, effective September 1, 1943, and paid from the Abortion Test fund.
41. The following half-time graduate assistantship appointments are recommended for 1943-44:
 - Chemistry - Aubrey A. Larson to replace John H. Koehneke
 - Home Economics - Norma Scott to a new position in Home Management and Child Development to be paid from War Emergency Research funds.
 - Music - Ellen Wistinetski to replace Jack Gillespie
- Christine Schoonmaker to replace Arthur Best
 - Speech and Dramatics - Lenore Tallmadge to a new position.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the Appointments.

TRAVEL

Travel

1. Maintenance expenses for Dean Ward Giltner to attend a meeting of representatives from the north central experiment stations at Peoria, Illinois, at the Federal Regional Research Laboratory on August 23.
2. First-class railway fare only for Everett Welmers to visit the Army Air Forces Navigation School at Hondo, Texas, in order that he may familiarize himself with the demands for mathematical and navigation training.
3. Full expenses for Donald Stark to attend a livestock and feed conference in Kansas City on September 2; paid from Extension funds.
4. Full expenses for E. J. Miller to attend the meeting of the American Chemical Society in Pittsburgh on September 5-9; paid from Experiment Station funds.
5. Full expenses for Orion Ulrey to attend a conference dealing with the Church in town and country in Columbus, Ohio, on September 6-8; paid from Extension funds.
6. First-class railway fare only for Thelma Porter to attend the meeting of the Vitamin Section of the Biological Chemistry Division of the American Chemical Society in Pittsburgh on September 9 and 10.

TRAVEL, continued

7. Maintenance expenses only for Earl Weaver to visit Holstein and Jersey herds in Indiana, Illinois, Wisconsin, Iowa, and Missouri on September 11-17.
8. Full expenses for Emery G. Foster to attend the meeting of the Association of College Unions in Chicago on September 14 and 15.
9. Full expenses for J. W. Stack to represent the College at the celebration of the fiftieth anniversary of the founding of the Field Museum in Chicago on September 15.
10. Full expenses for P. J. Schaible to make a trip to Philadelphia, Pennsylvania; Washington, D. C.; and Beltsville, Maryland, to consult with research officials relative to the use of special equipment in the fish drying and utilization experiments; paid from War Emergency Research funds.
11. Full expenses for Richard Witz to attend the National Safety Congress Exposition in Chicago on October 5-7; paid from Extension funds.
12. First-class railway fare only for W. L. Mallmann to attend a meeting of the American Public Health Association and International Association of Milk Sanitarians in New York City on October 12-15.
13. First-class railway fare only for C. C. DeWitt to attend the meeting of the American Institute of Mining and Metallurgical Engineers in Chicago on October 16-19.
14. First-class railway fare only for R. L. Sweet to attend the National Meeting of the American Society for Metals in Chicago on October 18-22.
15. Full expenses for M. M. Cory to represent the College at a conference on Servomechanisms at the Massachusetts Institute of Technology on October 25-30.
16. First-class railway fare only for Eugenia McDaniel to attend the meeting of the National Pest Control Association in St. Louis on October 25-27.
17. Full expenses for John A. Hannah, E. L. Anthony, H. B. Dirks, Marie Dye, Edna V. Smith, R. J. Baldwin, C. V. Ballard, V. R. Gardner, and E. A. Bessey to attend the meeting of the Association of Land-Grant Colleges and Universities in Chicago on October 27 and 28.

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

MISCELLANEOUS

1. Acceptance of a grant of \$300 per year from the Ingham County Health Department to be paid in monthly installments of \$25 for bacteriological diagnostic work. The fund is to be set up as the Ingham County Health Department Sanitation Funds.
2. Continuation of an agreement and acceptance of a grant of \$400 from the Middle West Soil Improvement Committee of Chicago for studies on fertilization of corn.
3. Acceptance of a check for \$1000 from Dr. Grace Song Line to be used by the College toward the development of Asiatic courses.
4. Report of the death on September 3, 1943, of O. E. Morgan, Chief Engineer of the Service Department.
5. Report of the death of the following former students in the war:

William G. Hosford, a Second Lieutenant in the Army, was killed in action in the South Pacific area on June 1, 1942. He enrolled in the Engineering Division in 1936-38.

Corporal Robert E. Paris, Officer Candidate, died at Fort Sill, Oklahoma, on August 19, 1943. He graduated from the Business Administration course on June 12, 1943, and was called to duty in the Army with the Senior ROTC.
6. Report that Colonel Dorsey R. Rodney was retired by the Army on September 1, 1943, and that he is being replaced by Colonel Grover B. Egger.
7. Report that Donald H. Stark who was granted leave of absence to work with the Packing and Processing Division of the Office of Agricultural war relations, effective November 15, 1942, did not accept that position and has remained in the employ of the College continuously.
8. Change in status of John McCallum from half-time to quarter-time graduate assistant in Chemistry for 1943-44, effective September 1, 1943.
9. Bernard Ellison has been appointed as half-time graduate assistant in Botany for 1943-44. Because of other temporary employment, he will not report to the College until January 1, 1944.
10. Increase in salary for Mrs. Maude Zindel, nurse at the Health Service, from \$1200 to \$1380 per year, effective September 16, 1943.
11. Increase in salary for Kathryn Heiserman, Instructor in Institution Administration, from \$1700 to \$1900 per year, effective September 1, 1943.

Travel

Accept. grant
Ingh. Co.
Health Dept.

Cont. agree.
Mid. West
Soil Imp Com.

Accept. check
Dr. Line

Report death
O.E. Morgan

War casualties

Col. Rodney
replaced by
Col. Egger

Report that
Stark did not
take leave

Change status
John McCallum

Ellison will
not report
until Jan. 1.

Increase sal-
ary Mrs. Zindel

Increase sal-
ary Kath.
Heiserman

1950

MISCELLANEOUS, continued

- Increase Ida Dmochowski 12. Increase in salary for Ida Dmochowski, Assistant in Institution Administration, from \$1920 to \$2120 per year, effective September 1, 1943.
- Increase sal. C. S. Bryan 13. Increase in salary for C. S. Bryan, Associate Professor and Research Associate in Bacteriology, from \$3300 to \$4000 per year, effective September 1, 1943.
- Increase sal. Eldon Kline 14. Increase in salary for Eldon Kline, part-time assistant in Parasitology, from \$700 to \$1000 for the ten months beginning September 1, 1943. The additional \$300 is to be paid from the War Emergency Research funds.
- Ralph Lewis pd. additional \$156.25 15. Recommendation that Ralph W. Lewis, Research Assistant and Instructor in Botany, be paid an additional \$156.25 for extra time in connection with Experiment Station work during the summer. This is to be paid from Experiment Station funds.
- Approval s.s. payroll. 16. Approval of the payroll for the last half of the summer session in the amount of \$91,674.99.
- Approval dental bill for Marshall Hines 17. Statement from Dr. Kenneth W. Peters in the amount of \$83 for dental work for Marshall Hines, a student who was injured during registration last fall.
- Add. $\frac{1}{2}$ time Grad. Asst. Speech & Dr. 18. Request for an additional half-time graduate assistant in the Department of Speech and Dramatics.
- Approval of ambulatory clinic 19. Dean Giltner appeared before the Board and presented recommendations of the Division of Veterinary Medicine for the establishment of an ambulatory clinic. Details of this plan were presented and discussed in detail.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve in principle the establishment of an ambulatory clinic with all of the details of the program and procedures to be worked out by the Division of Veterinary Medicine subject to the approval of the President; and this approval includes the approval of the purchase of a sedan automobile for use in the service and may involve the hiring of one temporary appointee to act until those men now on military leave return. (The permanent plan as presented is as follows:)

1. That a sedan automobile be purchased for transportation of students and instructor, and in case it is not possible to purchase an automobile at the present time that mileage (the amount regularly approved by the College) be allowed the instructor using his own car.
2. That a general veterinary practice be conducted dealing with all farm animals.
3. That a regular charge be made for calls and services rendered and the charges be the same as regularly made by practicing veterinarians in this community.
4. That all money collected for calls, services rendered, and supplies be turned into a revolving fund in the college treasury and that such money be used to purchase drugs, supplies, and to pay for the operation of the automobile; except that any instructor conducting the Ambulatory Clinic be allowed to receive the fees for calls made at night, on Sundays, and holidays minus one dollar per call. If expensive serums, vaccines, or drugs are used on night, Sunday, or holiday calls the cost of same, plus one dollar to be turned into the revolving fund in the college treasury.
5. That authorization be granted to employ on a temporary basis another instructor in the department of Surgery and Medicine to conduct the ambulatory Clinic or to take the place of a staff member in the Department who might be designated to operate the Ambulatory Clinic.

- Art Dept. budget supplemented by \$500.00 20. Recommendation from Dean Emmons for an allotment of \$500 to supplement the budget of the Art Department to be used for the purchase and framing of prints. These prints would be available to students and could be borrowed by them from the College Library.

21. Request for the following appropriations for the use of the Auditorium and Fairchild Theater:

Freshman Week--September 21-25:		
Fairchild Theater, September 21, 22, 23 and 24 @ \$50		\$200
Auditorium, September 22 (Convocation)		100
Auditorium, September 24 (Movie)		150
Auditorium, September 25 (Dance)		350

Annual meeting of State Farm Bureau:		
Fairchild Theater, November 10 and 11 @ \$50		100

World Adventure Series:		
October 9, 23; November 6, 13, 27; December 4 @ \$100		600
		<u>\$1500</u>

- College to carry malpractice insurance. 22. Request from Dr. Holland that the College carry a form of malpractice insurance to protect the staff of the Health Service. This will cost about \$150 per year.

MISCELLANEOUS, continued

23. Request for authorization to proceed with drainage projects on three areas of College land near Bennett Road in Ingham County at a total cost of about \$325.00.
24. Recommendation for the purchase of 6 parcels of land at \$1 per parcel from the State Conservation Department. This land is within the boundaries of the present holdings of the Dunbar Forestry Experiment Station.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the Miscellaneous Items except item 19, on which action appears.

25. Approval of granting of degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the summer quarter September 3, 1943:

approval
drainage pro-
jects 3 areas nd
college land.
Purchase 6
parcels of
land from St.
Cons. Dept.

Approval of
granting
degrees to
students
completing
requirements
end summer
quarter.

DIVISION OF AGRICULTURE

Degree

Bachelor of Science in
Agriculture

Clifton John Bowers
Leon Rodger McRobert

DIVISION OF ENGINEERING

Degree

Bachelor of Science in
Chemical Engineering

John George Chilikos

John Leonard Lawler
Dale Frank Mason

Dale Emerson Ryan

Degree

Bachelor of Science in
Civil Engineering

David Leslie Runnells, Jr.

William Lester Shoemaker

Fred Lee Warner

Degree

Bachelor of Science in
Mechanical Engineering

Wilfred George Cryderman
Guy Harold Dygert

James Walter Eddy
Arthur John Faggion

James Kimball Lyons
Jack Edwards MacGriff

DIVISION OF HOME ECONOMICS

Degree

Bachelor of Science in
Home Economics

Elaine Chapin Artutis
Bernice Viva Bollinger
Barbara Jean Carris
Marjorie Eloise Clubb
Mildred Patricia Gelia

Dorothy Adelyn Goschke
Jean M. Seeley Ketcham
Miriam Holland Kniaz
Betty Eleanor Krimmel
Arlene Marie Sterner

Margaret Jane VanAtta
Dorothy June Westover
Alice Jean Troxell Wilkin
Evelyn C. Witt
Bonnie Marie Redmond

DIVISION OF VETERINARY SCIENCE

Degree

Doctor of Veterinary Medicine

George William Davidson

George Gustav Freier

Charles Henry Stahl

Degree

Bachelor of Science in Medical Biology

Mary Catherine Clark

DIVISION OF APPLIED SCIENCE

Degree

Bachelor of Science in
Applied Science

Eleanor LaVerne Gilmore
Raymond L. Jablonski

H. Deborah Morgan

Clinton Adra Snyder
Jeanne Alarae Walter

Bachelor of Science in
Physical Education

William Whipple Roberts

MISCELLANEOUS, continued

25. Degrees granted September 3, 1943, continued:

DIVISION OF LIBERAL ARTS

Degree

Bachelor of Arts in
Liberal ArtsMarion Anne Carmody
Anabel HirschmanJohn Henry Leveille
Philip Lathrop Molloy
Marjorie Ann RowMolly Stark Saxton
William Benjamin Thompson

Degree

Bachelor of Arts in
Education

Julia Catherine Byrnes

Dorothy Jane Metcalf

ADVANCED DEGREES

Master of Arts

Edward Arthur Babcock

Christopher C. Lane

Ruth Alice Van Horn

Master of Science

Marjorie Jean Leshner

Master of Music

Glenn Benjamin Litton

Joel Walter Lowe

ADDITIONAL ITEMSResignations

1. Resignation of Betty Winter as clerk in the Comptroller's Office, effective September 18, 1943. Miss Winter has accepted a position with a commercial firm.
2. Resignation of Mrs. Elizabeth Dunn as clerk in the Mimeograph Department, effective September 30, 1943.
3. Resignation of Mary S. Handlin as Assistant Professor of Vocational Education, effective August 31, 1943. Miss Handlin has accepted a position as Resident Director of Hamady House for the Mott Foundation in Flint.
4. Resignation of Joseph A. Russo as Instructor in Foreign Languages, effective September 8, 1943. Mr. Russo is returning to Miami University where he has been teaching previously.
5. Resignation of John E. Meyer as Assistant Professor of Civil Engineering, effective August 31, 1943. Mr. Meyer has accepted a position with the Abrams Instrument Company.

Leaves

1. Leave of absence without pay for two months for Coach C. W. Bachman beginning September 15, 1943. Mr. Bachman's services have been requested by Camp Grant to coach their football team.

Appointments

1. Appointment of Howard Simcox to the Campus Police Force at a salary of \$2000 per year, effective October 1, 1943. Mr. Simcox will replace student help.
2. Appointment of Francesco Ventresca as Instructor in Foreign Languages at a salary of \$250 per month, effective September 8, 1943, for as long as his services are needed. Mr. Ventresca will teach Army personnel.
3. Appointment of Sylvia Laine as quarter-time assistant in research in Bacteriology at a salary of \$350 for the academic year, to be paid from the Poultry Products Research Fund. This is in addition to Miss Laine's quarter-time graduate assistantship.
4. Appointment of Helen E. Core as half-time graduate assistant in Mathematics for 1943-44 to replace Helen Michmerhuizen.

Travel

1. Full expenses for B. R. Proulx to attend a conference in Washington, D. C., on September 14-16. This conference is called by the American Hotel Association to discuss mass feeding and housing.
2. First-class railway fare only for D. T. Ewing to attend the meeting of the Electrochemical Society in New York City on October 13-16.
3. First-class railway fare only for F. W. Fabian to attend the American Public Health Association meeting in New York City on October 12-14.

ADDITIONAL ITEMS, continued

Miscellaneous

1. Report that Bruce A. Upton, a First Lieutenant in the 604th Coast Artillery, died in Halloran General Hospital, Staten Island, New York, on February 7, 1943, of double pneumonia and streptococcus infection. Bruce Upton graduated in Business Administration on December 20, 1940.
2. Approval of an agreement with the Houdaille-Hershey Corporation of Decatur, Illinois, providing for work to be done in the Chemistry Laboratory dealing with a secret military problem. The expenditures are not to exceed \$10,000 and will be paid by the Corporation.
3. The President reports that the arrangements are completed as presented at the August Board meeting, as follows:
- a. Dr. Shao Chang Lee, Head of the Institute of Oriental Studies at the University Hawaii, for one year at \$5000, effective September 1, 1943.
- b. Dr. Luis-Alberto Sanchez, Head of the Department of Literature, History, and Law at the University of Chile, for the winter term at \$2000.
- c. Dr. German Arciniegas, Minister of Education for Columbia, for approximately a month during the spring term for \$400.
4. Recommendation from Dean Emmons that two additional people be employed in the Mathematics Dept.
5. Increase in salary for employees of the Accounting Office, effective September 1, 1943 as follows

Betty Gill	\$1400-1500	Geraldine Martig	\$1320-1440
Mildred Jeffers	1440-1500	Evelyn Laubaugh	1440-1500
Maudene Hickey	1560-1620	Dorothy Evans	1440-1500
Margaret McQueary	1440-1500	Blanche Wagner	1500-1560
Dorothy Ohm	1440-1500	Evelyn Rauner	1320-1440
Virginia Powelson	1320-1440	Christine Stine	1320-1440

6. Recommendation from Chief Rogers that salaries for Campus Patrolmen be increased from \$2000 to \$2200 per year after they have served a six months probation period. Approval of this recommendation will increase the salaries of Nels Eklund and Clare Kaiser to \$2200 per year, effective October 1, 1943.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the Additional Items.

7. The Administrative Group of the College recommends to the Board that there be established a Central Placement Office to service the entire institution.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve in principle the establishment of a Central Placement Office with the understanding that there will be no additional funds required at this time.

8. The College has \$3000 in the Rackham Fund which can be invested and Mr. Cress has recommended that \$3000 of U. S. Treasury 2% bonds due 1951-53 be purchased.
9. The College has about \$150,000 pension funds for investment, and it is recommended that this amount be invested in the new issue of war bonds.

On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to approve the investment of \$3000 in the Rackham Fund and \$150,000 in pension funds in 2% U. S. Treasury Certificates due in 1951-53.

10. The President presented a detailed postwar building program that has been prepared at the request of the Michigan State Planning Commission.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve the program as submitted.

11. The President presented a detailed report of negotiations with the State Administrative Board dealing with the allocation of \$510,000.00 for Michigan State College included in Act 200 of the Public Acts of 1943. The administrative Board has refused to grant approximately \$175,000.00 of this sum, contending that wage and salary increases and certain other items are not directly related with the war effort. The Administrative Board has advised the College that it has released \$335,000 and that any request for the balance should be presented to a special session of the Legislature which will meet in the coming months.

On motion of Mr. McPherson, seconded by Mr. Jakway, it was voted to instruct the administrative officials of the College to take all necessary and proper steps to make certain that there is placed before the proper legislative committees a request for the difference between the amount allowed by the State Administrative Board and the actual expenditures of an emergency and war-time nature. This sum may be in excess of the difference between the sum granted and the amount

Report death
of Bruce
Upton

Approval
agreement
Houdaille-
Hershey Corp.

Approval
appointments
Institute of
Foreign
Affairs -
Lee
Sanchez
Arciniegas
2 additional
people em-
ployed Math.

Increase in
salary for
several
Accounting
Office em-
ployees.

Salaries of
campus police
men to be in-
creased from
\$2000 to \$2200
after 6 mos.
probation.

Central place
ment office
for entire
institution
approved

\$3000 of Rack-
ham funds to
be invested
U.S. 2%
Treas. Cert.
\$150,000 of
pension funds
invested in
2% U.S. Treas.
Certi.

Discussion
of Postwar
Bldg. Pro-
gram.

Report of
negotiations
with State
Adm. Board
re: allocat-
ion of
\$510,000
which was in-
cluded in
Act 200 of
P.A. 1943

1954

September 16, 1943

ADDITIONAL ITEMS, continued

Miscellaneous, continued

11. (Continued)

allocated of \$510,000.00.

Prof. C. N.
Rix retired
effective
Sept. 1,
1943.

12. Recommendation from the Retirement Committee that Clifford N. Rix, Associate Professor of Mechanical Engineering, be retired effective September 1, 1943, at a pension of \$868.00 per year. (Professor Rix is in very poor health. He is 59 years of age and has 31 years of service at Michigan State College.)

On motion of Mr. Brody, seconded by Mr. Jakway, it was voted to approve the retirement of Professor Rix at an annual pension of \$868.00.

Report of
death of Mr.
Herman H.
Halladay.

13. Report on the death of Mr. Herman H. Halladay, former Secretary of the State Board of Agriculture, on September 10, 1943.

The meeting adjourned at 3:00 P.M. The next meeting will be held Thursday, October 21, 1943.

John A. Hannah
President

Karl H. McDonnell
Secretary