

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE
December 17, 1959

The Finance Committee convened at Kellogg Center at 7:00 a.m. for breakfast.

The following members were present:

Messrs. Brody, Harlan, Rouse, Smith, Stevens, Vanderploeg; Dr. Bartlett; President Hannah, Treasurer May and Secretary McDonel

Absent: No one

The two members-elect, Mr. Warren M. Huff from Plymouth and Mr. Frank Merriman from Deckerville, met with the Board by invitation. Mr. Huff and Mr. Merriman replace Mr. Brody and Mr. Rouse whose terms expire December 31, 1959.

Investment
recommenda-
tions

1. On November 25, Scudder, Stevens & Clark recommended the exchange of \$3,400 Series "G" Bonds due in 1960 for marketable 4-3/4% U. S. Treasury Notes due May 15, 1964. Since the exchange had to be completed prior to November 30, Mr. May followed the recommendation and arranged for the exchange. This requires ratification by the Board of Trustees.

On motion of Mr. Harlan, seconded by Mr. Brody, it was voted to approve the above item.

2. Recommendations as follows from Scudder, Stevens & Clark:

Pension and Retirement Fund

<u>Amount</u>	<u>Security</u>		<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
Recommend selling:						
2000 shs.	American Airlines	\$1.00	24	\$28,400	\$1,200	4.2%
\$42,000	U. S. Treasury 3 1/2s-5/15/60		100	42,000	1,470	4.9%
Recommend purchasing:						
\$90,000	Federal Land Bank 5 1/8s-1970		100	70,000	3,587	5.1%

Consolidated Investment Fund

Recommend selling:						
400 shs.	American Airlines	\$1.00	24	9,600	400	4.2%
191 shs.	United Air Lines	.50	37	7,067	95	1.3%
Recommend purchasing up to						
\$15,000	Federal Land Bank 5 1/8s-1970		100	15,000	769	5.1%

Jenison Fund

Recommend selling:						
200 shs.	American Airlines	1.00	24	4,800	200	4.2%
Recommend purchasing						
\$5000	Federal Land Bank 5 1/8s-1970		100	5,000	256	5.1%

Forest Akers Fund

Recommend selling:						
200 shs.	American Airlines	1.00	24	4,800	200	4.2%
Recommend purchasing: up to						
\$5,000	Federal Land Bank 5 1/8s-1970		100	5,000	256	5.1%

LaVerne Noyes Scholarship Fund

Recommend purchasing:						
52/100	Texaco, Inc		83	43		
	(to give 25 full shares)					
52/100	Goodyear Tire & Rubber		47	25		
	(to give 25 full shares)					

On motion of Mr. Brody, seconded by Mr. Harlan, it was voted to approve the above recommendations.

3. Recommendation from the Detroit Bank and Trust Company for the purchase of \$1,000 Associates Investment Debenture at 103. This bond carries a 5 1/8% coupon and is due August 1, 1979.

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

4. Information has been received from Mr. Ivan Wright of the transfer of ownership of 50 shares of Sun Life Assurance Company stock of Canada having an approximate value of \$16,550. This is in conformance with an earlier agreement approved by the Board of Trustees in which Mr. Wright will receive the income for life from this gift.

No action.

Transfer of
stock from
Ivan Wright

Finance Committee Minutes, continued:

5. Attorney Carr reported the receipt of stock certificates from Mrs. Matilda R. Wilson for 500 shares of Libby Owens Glass stock to be credited to her former gift covering the cost of constructing Foundation Hall at MSU-0.

Stock cert. for 500 sh. Libby Owens Glass stock received from Matilda Wilson

Mr. May requested authority to sell this stock.

On motion of Mr. Harlan, seconded by Mr. Rouse, it was voted to accept the generous gift of 500 shares of Libby Owens Glass stock from Mrs. Wilson and to forward an appropriate letter of appreciation to her.

On motion of Mr. Harlan, seconded by Mr. Rouse, it was voted to authorize Mr. May to sell this stock and credit the proceeds to the Foundation Hall account for MSU-0.

6. Mr. Varner requests consideration be given to the authorization of exploratory studies, including architectural services, leading to the eventual construction of dormitory housing at Michigan State University-Oakland.

Studies to be made at MSU-0 for eventual housing of students

There is little question as to the desirability of this project, but it presents real problems in financing both for construction and operation and for the necessary services, extension of utilities, roads, walks, and so forth..

On motion of Mr. Stevens, seconded by Mr. Brody, it was voted to approve the above request.

7. Report of recent discussions with East Lansing City officials with reference to their tentative plans for the expansion of the present sewage disposal plant. It is felt that if the Board agrees with the position taken by the officers of the University it might be helpful if a statement was authorized indicating that the Board will resist to the utmost any plan to expand the sewage disposal operation at its present site.

Expansion Sewage Disposal Plant

On motion of Mr. Stevens, seconded by Mr. Vanderploeg, it was unanimously voted to authorize University officials to convey to the City of East Lansing the information that it is the firm decision of this Board to resist any overtures looking forward to the increase in size of the Sewage Disposal Plant at its present site. The Board of Trustees will cooperate with the City of East Lansing in providing a location for a new plant on property acquired some time ago by the University for this purpose. The Board has repeatedly, in recent years, indicated to East Lansing City officials that it is the desire of this Board, that at the earliest possible moment the plant at its present location be discontinued.

8. Mr. May submitted the following financing plan to make possible construction of the new dormitory for graduate students:

Financing plan for new dorms for graduate students approved

The financing of the Graduate Center has been largely completed by Mr. Cress and is ready for presentation to the Board. In developing the financing plan it appeared desirable to arrange permanent financing for part of the construction loan negotiated for the last 800 married student apartments. This has been accomplished through the plan outlined below.

1. National Bank of Detroit

Present loan		\$3,650,000
Payment - permanent financing		2,400,000
	Balance	1,250,000
Construction funds - Graduate Residence Hall		3,250,000
	Total	\$4,500,000

The present bank loan carries an interest rate of 3-3/4%; the new money (\$850,000) will carry a 4% rate -- for an average on the entire \$4,500,000 of 3.80%. Security for this loan will be the income from the new Graduate Center plus the income from 100 apartments since \$1,250,000 of the loan still pertains to the financing of the married student apartments. As secondary security the bank still holds earnings now pledged to the 1948 \$4,000,000 loan.

2. Permanent financing of married housing

a. New bond issue \$2,575,000

- 1) Series A - principal amount \$1,050,000 - interest rate 4.35% - 13-1/2 years
- 2) Series B - principal amount \$1,425,000 - interest rate 4.60% - 22-1/2 years

b. Average interest rate for the entire issue - 4.54%

c. Security - earnings from 300 units of married housing

d. Purchasers

- 1) Detroit Bank and Trust Company - \$750,000 Series A
- 2) Michigan National Bank - \$300,000 Series A
- 3) Lincoln National Life Insurance Company - \$1,425,000 Series B.

If the Board approves the financing outlined above, it should authorize the officers to accept commitments from the banks and insurance company. Formal resolutions will be prepared by attorneys and submitted to the Board for formal approval at the January meeting.

On motion of Mr. Harlan, seconded by Mr. Rouse, it was voted to approve the financing plan as submitted by Mr. May.

Finance Committee Minutes, continued:

Retirement 9. The following communication from Secretary McDonel is self explanatory:
Karl H. McDonel

This is to formally request my retirement furlough effective July 1, 1960 and my retirement effective July 1, 1961. There is not time nor space for me to express to you my most sincere appreciation for the many fine things which you personally and the Board of Trustees have done to make my life's work at M.S.U. so pleasant and enjoyable.

Mrs. McDonel and I are truly grateful for everything.

Mr. McDonel, in accordance with our retirement policy, is eligible for retirement furlough with pay for the period July 1, 1960, to June 30, 1961.

By Board action June 5, 1952, and reaffirmed October 16, 1953, and December 15, 1955, Mr. McDonel is eligible for retirement effective July 1, 1961, at one-half of his current salary of \$22,000, or \$11,000.

Subsequently the Board worked out a financing arrangement covering the retirement program for Mr. May and Mr. Varner, providing a retirement of the maximum of \$3,000 per year under the University system and a \$7,000 annuity purchased from the Lincoln Life Insurance Company making their total retirement salary \$10,000.

Retirement On motion of Mr. Brody, seconded by Mr. Rouse, it was unanimously voted to authorize the retirement
plan set up of Mr. McDonel effective July 1, 1961 at a retirement pension of \$10,000 per year.
for John Hannah

Philip May and 10. The President suggested that the Board might wish to review the retirement actions with reference
D.B.Varner to John A. Hannah, Philip J. May and D. B. Varner. Reference was made to the actions of October
reaffirmed. 18, 1951, June 5, 1952, October 16, 1953 and December 15, 1955.

After discussion, it was unanimously voted to reaffirm the previous actions of the Board.

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
December 17, 1959

Present: Dr. Smith, Chairman; Messrs. Brody, Harlan, Rouse, Stevens, Vanderploeg; Dr. Bartlett;
President Hannah, Treasurer May and Secretary McDonel

Absent: No one

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

The minutes of the Previous meeting were approved.

SPECIAL MISCELLANEOUS

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

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

2. On December 15 the following base bids were received for the dormitories for graduate students:

General Building Work

Christman Company, Lansing	\$1,506,500
Erickson & Lindstrom, Flint	1,544,444
J. A. Utley Co., Detroit	1,584,900
R. E. Dailey Co., Detroit	1,593,500
J. A. Fredman, Inc., Pontiac	1,593,844
Miller-Davis Company, Kalamazoo	1,613,000
A. Z. Shmina & Sons, Dearborn	1,823,000
Seth E. Gien & Assoc., Kalamazoo	1,864,000

Heating, Ventilating, Plumbing, and Mechanical Equipment

Shaw Winkler, Inc., Detroit	581,886
R. L. Spitzley Heating Co., Detroit	631,800
J. A. Dart Co., Mason	638,600
Holwerda Huizinga Co., Grand Rapids	662,850
Eames & Brown Co., Pontiac	664,000
John E. Green Plumbing & Heating, Highland Park	698,800
Allen Briggs Co., Oak Park	709,290
Lloyd Thornton, Troy	756,000

Contracts let
for dorms
for graduate
students

continued - -

SPECIAL MISCELLANEOUS, continued

2. Bids dormitories for graduate students, continued:

Electric Wiring Systems

Central Electric Motors, Lansing	\$ 224,500
Barker Fowler Electirc, Lansing	234,960
Electric Service Co., Ann Arbor	235,840
Hatzel & Buehler, Inc., Lansing	237,000
Hall Electric Co., Lansing	249,482
Lansing Electric Motors, Lansing	264,950

Passenger Elevators

Detroit Elevator Co., Detroit	57,200
Haughton Elevator Co., Toledo, Ohio	58,522
Otis Elevator Co., Grand Rapids	60,666
Westinghouse Electric Co., Detroit	64,296
Independent Elevator Co., Kalamazoo	66,000

It is recommended that the Board authorize letting the contract to the low bidder in each category and the establishment of the following budget for this project:

Construction	\$2,415,016
Utilities	5,000
Site	125,000
Furnishings	242,000
Architect	120,750
Contingency	342,234
	\$3,250,000

On motion of Dr. Smith, seconded by Dr. Brody, it was voted to approve item 4. Mr. Harlan did not vote on this motion.

- 3. Authorization is requested to submit a request to the State Budget Director for a \$2,000,000 Science and Engineering Building at Michigan State University-Oakland.
- 4. Subsequent to the last Board meeting, Mr. Varner requested that three items be included in the requests to the legislature for remodeling and additions for Michigan State University-Oakland, as follows:

a. Movable partition for faculty offices	\$15,000
b. Install elevator in classroom building	15,000
c. Facilities for recreation area in Student Center	15,000
	\$45,000

On motion of Dr. Smith, seconded by Mr. Vanderploeg, it was voted to approve items 3 and 4.

- 5. Dean Armistead and Dean Ferguson met with the Board in response to the request of the Board expressed at the last Board meeting for a discussion on having to do with the development of a medical center at Michigan State University.

A copy of the summary of their conclusions and recommendations are filed with the minutes of this meeting.

On motion of Dr. Smith, seconded by Mr. Stevens, it was unanimously voted to authorize and instruct the officers of the University to have this Committee proceed to refine its thinking and suggested that Foundations be contacted to determine their interest in the possibility of encouraging the early implementation of such a program. It is understood that reports will be made to the Board from time to time with reference to the progress of this project. The Board approves in principle the time schedule that has been suggested and it requests the Michigan legislature to take such steps as are required to make available to M.S.U. the facilities presently used by the Boys Vocational School for this or other University purposes.

- 6. Dr. Smith offered and moved the adoption of the following resolution which was seconded by Mr. Stevens and unanimously voted:

The Honorable Clark L. Brody was appointed to membership on the State Board of Agriculture, then the governing board for this institution, on October 7, 1921, and subsequently was elected to six consecutive terms by the people of his native state. Thus he has contributed more than 38 years of uninterrupted service to this Board, and through it to his Alma Mater and the State of Michigan. His 38 years of service leave him unchallenged as the dean of public service, for no other State official, elected or appointed, can match this achievement.

Remarkable as this record is, it can be but one insufficient measure of his worth. He has been a symbol of stability and continuity as the Michigan Agricultural College he knew as a student and served as an employee has grown into a large university enjoying world-wide prestige. From this unique experience he distilled wisdom, confidence and vision, and dispensed from his store freely and generously to the great benefit of his associates.

Personally and professionally, agriculture was close to his heart, and yet he never let this interest sway his judgment, bias his opinions, or blind his eyes to the educational needs of other business, professional and vocational groups as Michigan changed from a predominantly agricultural to a predominantly industrial economy.

As he increased in age, he lost none of his affection and sympathy for youth; growing in experiences, he never became cynical; vicissitudes caused him to lose neither his courage nor his gentleness of spirit; national honors and recognition did not rob him of his sense of proportion.

Sci and Engr. Bldg. to be requested for MSU-0

3 items inc. in request to legislature for remodeling & add. MSU-0

Discussion of medical center at MSU

Resolution of appreciation Clark L. Brody

SPECIAL MISCELLANEOUS, continued

6. Brody resolution continued:

It is with profound regret that his associates on the Board of Trustees see his term of service come to a close with his retirement; they know, better than any others, how much he has done for Michigan State University, how valuable has been his counsel, how much he will be missed. They wish him well for the future, and pledge their intention to help Michigan State University come ever closer to achieving all that even he could envisage.

Title "Trustee Emeritus" to be conferred on retiring Board members.

7. The president called upon Mr. Huff to outline a suggestion that he had made earlier to the President.

Mr. Huff suggested that the Board might like to give consideration to the possibility of granting the Trustees the title of "Trustee Emeritus" to Mr. Brody and Mr. Rouse on their retirement from the Board.

On motion of Mr. Vanderploeg, seconded by Dr. Smith, it was unanimously voted to give the title of "Trustee Emeritus" to Mr. Brody and Mr. Rouse as well as all former living members of this Board with the status, honor and perquisites usually granted those holding emeritus titles.

PRESIDENT'S REPORT

1. Appointment of Bruce W. Alderman as Assistant Registrar, at a salary of \$8500 per year on a 12-month basis effective November 1, 1959.

Resignations

NEW BUSINESS - Resignations

1. Mary B. Van Allsburg, Home Economics Agent, Chippewa County, December 15, 1959 to accept other employment.
2. Mary Lou Muller, Home Economics Agent, St. Joseph County, December 31, 1959 to accept a position with the University of Minnesota.
3. Duane I. Nelson, Extension Specialist, Information Services, January 22, 1960 to accept a position with Federal Extension Service of U.S.D.A.
4. Malcolm L. Wood, Instructor (Ext.) in Agricultural Economics, December 31, 1959 to accept employment with Chatham Food Market Chain.
5. Helen Alley, Instructor in Business Services, December 31, 1959. Her husband has accepted employment in Aurora, Illinois.
6. David J. Luck, Professor of Marketing and Transportation Administration December 31, 1959 to accept a position as senior Industrial Economist at Stanford Research Institute, Enlo Park, California.
7. David Potter, Associate Professor of Speech, April 30, 1960 to accept a position at Southern Illinois University.
8. Edward Richmond, Instructor in Music, August 31, 1960 to work toward his doctorate.
9. Louis Agase, Assistant Coach and Assistant Professor of Health, Physical Education and Recreation, December 15, 1959 to accept head coaching position with the Toronto Argonauts.
10. Juliane M. Heyman, Library Adviser, Vietnam Project, December 11, 1959. (Completion of previously agreed tour of duty).
11. Thomas G. Sweet, Assistant Professor of Military Science, October 31, 1959.

Leaves

Leaves--Sabbatical

1. C. R. Hogle, Associate Professor (Res.) of Agricultural Economics, with full pay from July 1, 1960 to December 31, 1960 to study and travel in Europe and the United States.
2. C. J. Mackson, Assistant Professor of Agricultural Engineering without pay from July 1, 1960 to June 30, 1961 to study for his Ph.D. at the University of Missouri.
3. H. B. Tukey, Professor and Head of Horticulture with full pay from January 1, 1960 to March 31, 1960 for research and writing at Cornell and MSU.
4. Robert E. Lucas, Professor of Soil Science with full pay from March 1, 1960 to June 30, 1960 to travel around the world.
5. Kenneth Macrorie, Assistant Professor of Communication Skills with full pay from March 29, 1960 to June 15, 1960 to study and travel in Mexico.
6. T. B. Strandness, Professor of Communication Skills with full pay from March 23, 1960 to June 15, 1960 to study in Michigan and Massachusetts.
7. W. R. Fishel, Professor of Political Science with half pay from September 1, 1960 to August 31, 1961 for study in Japan and Southeast Asia.
8. Hugo J. David, Associate Professor of Teacher Education and Continuing Education with full pay from June 15, 1960 to August 31, 1960 for study at Chicago or Colorado State.
9. L. E. McKune, Program Associate, TV Broadcasting and Associate Professor of Continuing Education, with half pay from September 1, 1960 to August 31, 1961 for study and travel in the USA.

NEW BUSINESS, continuedLeaves--Health

1. Josephine A. Brighenti, Home Economics Agent, Manistee County, with full pay from December 1, 1959 to December 31, 1959.
2. Miriam Scott Lucas, Assistant Professor of Natural Science with full pay from January 1, 1960 to March 31, 1960.
3. Alan L. Soffin, Instructor in Foundations of Education with full pay from January 1, 1960 to June 30, 1960. This is a terminal leave.
4. Dorothy Erler, Assistant Professor (Ext.) of Textiles, Clothing and Related Arts with full pay from December 1, 1959 to December 31, 1959.

Leaves--Other

1. George E. Landsburg, Extension Director, Saginaw, with full pay from January 11, 1960 to February 5, 1960 to tour South America with a group of farmers.
2. George K. Dike, Marketing Agent, Lenawee and Hillsdale Counties without pay from January 1, 1960 to January 14, 1960 to complete his Ph.D. at MSU.
3. Kullervo Louhi, Associate Dean, Business and Public Service without pay from February 1, 1960 to July 15, 1960 to teach in Turin, Italy.
4. Harry D. Hedges, Instructor in Electrical Engineering without pay from January 1, 1960 to September 30, 1960 to accept an NSF Scholarship at MSU.
5. Lyle C. Wilcox, Instructor in Electrical Engineering without pay from January 1, 1960 to December 31, 1960 to accept an NSF Scholarship at MSU.
6. C. C. Sigerfoos, Associate Professor of Mechanical Engineering without pay from January 1, 1960 to March 31, 1960 and from August 1, 1960 to August 31, 1960 to work for the ICA in Panama.
7. Leo W. Mericle, Associate Professor of Botany and Plant Pathology without pay from September 1, 1960 to August 31, 1961 to work for IAEA in Athens, Greece. (Mr. Mericle's plans were later changed and he spent his leave at Brookhaven National Laboratory instead of Athens, Greece).

Appointments

1. William Gale Plummer, 4-H Club Agent, Kalamazoo County, at a salary of \$5500 per year on a 12-month basis effective January 1, 1960.
2. Leslie Warren Tobin, Agricultural Agent, Eaton County, at a salary of \$6000 per year on a 12-month basis effective December 1, 1959.
3. Victor Nienhuis, Agricultural Agent, Huron County, at a salary of \$6200 per year on a 12-month basis effective January 15, 1960.
4. Lois J. Honore, Home Economics Agent, Macomb County, at a salary of \$5300 per year on a 12-month basis effective December 1, 1959.
5. James E. Mulvaney, Agent in Residence, at a salary of \$6500 per year on a 12-month basis effective January 1, 1960.
6. William F. Meggitt, Associate Professor of Farm Crops, at a salary of \$9200 per year on a 12-month basis effective February 1, 1960.
7. William Kent Warden, Assistant Professor (Ext.) of Poultry Science at a salary of \$8200 per year on a 12-month basis effective December 14, 1959.
8. Alfred E. Emerson, Distinguished Visiting Professor of Natural Science at a salary of \$4000 for the period from April 1, 1960 to June 15, 1960.
9. Roy V. Peel, Visiting Professor of Political Science at a salary of \$7000 for the period January 1, 1960 to June 30, 1960.
10. John McNelly, Resident Coordinator, ICA Seminars, at a salary of \$600 per month from January 1, 1960 to March 31, 1960.
11. Anne L. Olson, Instructor in Nursing at a salary of \$5000 per year on a 12-month basis effective January 1, 1960.
12. Stephanie Barch, Associate (Res.) in Zoology at a salary of \$3300 for the period January 1, 1960 to December 31, 1960.
13. Burton Lamberts, Instructor (Res.) in Chemistry at a salary of \$5900 per year from January 1, 1960 to October 31, 1960.
14. Robert E. Simmons, Assistant Professor of Foreign Languages at MSU-0 at a salary of \$7200 per year on a 10-month basis effective September 1, 1960.
15. Helen Jeanne Desparmet, Lecturer in Foreign Languages at MSU-0 at a salary of \$4000 for the period January 1, 1960 to June 30, 1960.

NEW BUSINESS, continued

Appointments

Appointments, continued

16. Donald D. O'Dowd, Associate Professor of Psychology at MSU-0 at a salary of \$8400 per year on a 10-month basis effective September 1, 1960.
17. David C. Beardslee, Associate Professor of Psychology at MSU-0 at a salary of \$8500 per year on a 10-month basis effective September 1, 1960.
18. Louise B. Landon, Manager of the Bookstore at MSU-0 at a salary of \$5000 per year on a 12-month basis effective December 20, 1959.
19. Maurice C. Marshall, Specialist, in Broadcasting Services, at a salary of \$2400 per year on a 12-month basis effective January 1, 1960 to June 30, 1960.
20. Richard O. Niehoff, Professor of Education and Adviser for the Pakistan Project at a salary of \$14,850 per year on a 12-month basis effective January 25, 1960.
21. Isabelle K. Payne, Instructor in Institutional Research at a salary of \$4500 per year on a 12-month basis effective January 15, 1960 to August 31, 1960.
22. John B. Coyle, Assistant Professor in the Labor and Industrial Relations Center at a salary of \$9500 per year on a 12-month basis effective January 1, 1960.
23. Roger Wilkinson, Auditor, Business Office, at a salary of \$6200 per year on a 12-month basis effective January 4, 1960.

Transfers

Transfers

1. George K. Dike, from Marketing Agent, Lenawee and Hillsdale Counties to Assistant Professor (Extension) of Agricultural Economics at a salary of \$9500 per year on a 12-month basis effective January 15, 1960.
2. William A. Milbrath, from Urban 4-H Agent, Kalamazoo County, to 4-H Agent, Kent County, at a salary of \$7000 per year on a 12-month basis effective January 1, 1960.
3. James M. Hutchinson, from Extension Agent in Residence, to 4-H Agent, Washtenaw County at a salary of \$5500 per year on a 12-month basis effective December 1, 1959.
7. George H. Bartlett, from 4-H Agent, Osceola County to County Director Wexford County at a salary of \$6500 per year on a 12-month basis effective December 1, 1959.

Salary inc.

Salary Changes

1. Increase in salary for Georges Joyaux, Associate Professor of Foreign Languages, at a salary of \$9500 per year on a 10-month basis effective January 1, 1960.

On motion of Mr. Harlan, seconded by Dr. Smith, it was voted to approve the President's Report, Resignations, Leaves, Appointments, Transfers and Salary Changes under New Business.

Change in title
Milosh MuntyanMiscellaneous

1. Change in title of Milosh Muntyan from Assistant Dean of Education in Charge of Curriculum and Instruction at a salary of \$15,200 per year on a 12-month basis to Professor of Education at a salary of \$13,000 per year on a 10-month basis, effective September 1, 1960.
2. Change in title for B. T. Lingappa from Associate (Research) to Assistant Professor of Botany and Plant Pathology at the same salary rate of \$6000 per year, effective from April 1 to June 30, 1960, and paid from account 11-3531.
3. Change in status of Morley Russell, Assistant Professor of Chemistry, from a temporary appointment to a regular appointment subject to tenure rules, effective as of September 1, 1959.
4. Promotion of John M. Fohr from Instructor to Assistant Professor of Business Services, effective as of September 1, 1959.
5. Promotion of Yilmaz Tokad from Instructor to Assistant Professor of Electrical Engineering, effective January 1, 1960. Dr. Tokad is employed on a temporary basis, and his appointment expires August 31, 1960.
6. Promotion of Russell G. Mawby from Instructor (Extension) to Associate Professor (Extension) effective December 1, 1959.
7. Reinstatement to Jack E. Ryan as Assistant Professor of Police Administration and Public Safety at a salary of \$8400 per year on a 10-month basis, effective December 29, 1959. Mr. Ryan has been assigned to the Vietnam Project since September 12, 1957.
8. Designation of Lloyd D. Musolf as Chief Adviser of the Vietnam Project with a salary increase from \$12,600 to \$14,600 per year on a 12-month basis, effective December 1, 1959, and paid from account 71-2020.
9. Recommendations from the Retirement Committee for the retirement of the following staff members, effective July 1, 1960:

H.A. Cardinell, Associate Professor (Research) of Horticulture, at a retirement salary of \$3000 per year. He was born August 5, 1891 and was first employed by the University on January 1, 1923.

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NEW BUSINESS, continuedMiscellaneous, continued

9. Retirements effective July 1, 1960, continued:

- L. L. Frimodig, Business Manager of Intercollegiate Athletics, at a retirement salary of \$3000 per year. He was born October 9, 1891, and was first employed by the University on January 1, 1919.
- L. G. Hall, County Agricultural Agent in Lenawee County, at a retirement salary of \$2819 per year. He was born September 10, 1894, and was first employed by the University on April 6, 1936.
- E. J. Miller, Professor (Research) of Agricultural Chemistry, at a retirement salary of \$3000 per year. He was born July 27, 1891, and was first employed by the University on September 1, 1915.
- C. M. Newlin, Professor of English, at a retirement salary of \$3000 per year. He was born July 10, 1891, and was first employed by the University on September 1, 1929.
- E. S. Smiley, Superintendent of the Dairy Farm, at a retirement salary of \$3000 per year. He was born January 28, 1895, and was first employed by the University February 25, 1921.
- Mark Williams, employee in Dormitories and Food Services, at a retirement salary of \$1390 per year. He was born on April 28, 1895, and was first employed by the University on September 15, 1939.

Retirements approved

10. Recommendations from the Director of Personnel, as follows:

- a. Establishment of a half-time Clerical Assistant position in the Cooperative Extension Service, County Agricultural Agents.
- b. Establishment of a Clerk-Stenographer I position in Dairy, paid from account 71-6700
- c. Reclassification of a Clerk-Typist to a Clerk III position in the Office of the Dean of Engineering.
- d. Establishment of a Clerk-Typist position in the Science and Mathematics Teaching Center, paid 50% from account 71-2102 and 50% from account 71-2104.
- e. Establishment of a Technician IIB position in Microbiology and Public Health, paid from account 71-2068.
- f. Reclassification of a Secretary-Departmental II to an Office Assistant IIA position in Admissions and Scholarships.
- g. Establishment of the following positions in Admissions and Scholarships:
 - 1) 1 Clerk III position.
 - 2) 1 Clerk II position
 - 3) 4 Clerk-Typist positions

Approval several recommendations from Personnel

11. Receipt of a notice from the probate court that the will of Elizabeth C. Weber, deceased, contains the following item of interest to Michigan State University:

I give, devise and bequeath the sum of Six Thousand Dollars (\$6,000.00) to each of the following: Wayne University, Michigan State College and Albion College, for the purpose of establishing a scholarship fund in each of the said colleges to be known as the George O. Weber and Elizabeth C. Weber Scholarship Fund, the funds to be used to assist worthy students in the payment of their tuition and fees, but in no event should the fund contribute more than one half of the total tuition and fees charged to the students.

Gifts and Grants

1. Gift of a Torq Converter valued at \$250 from the Twin Disc Clutch Company of Racine, Wisconsin, to be used under the direction of B. A. Stout in Agricultural Engineering for classroom teaching.
2. Gift of an engine, Less clutch and drum, valued at \$97 from the Clinton Engines Corporation of Clinton, Michigan, to be used under the direction of C. M. Hansen in Agricultural Engineering for classroom teaching.
3. Gift of the entire collection of records published by the Columbia Records School and Library Department of New York City for use in the Instructional Materials Center of the College of Education. This gift is valued at \$2000.
4. Gift of a collection of periodicals, yearbooks, textbooks, and working papers in the area of business teacher education from Dr. E. G. Knepper of Bowling Green, Ohio, for the use of faculty and graduate students in Teacher Education.
5. Grant of \$400 from the Union Carbide Educational Fund of New York City to be credited to the Discretionary Gift Fund.
6. Grant of \$100 from Eastman Kodak Company of Rochester, New York, for a research fellowship for P. E. Wigen in Physics and Astronomy.
7. Grant of \$50 from R. A. Runnells, Professor Emeritus of Veterinary Pathology, to be added to the fund set up to provide awards each year to the second-year veterinary student and junior student in medical technology attaining the highest point average for courses in pathology.
8. Grant of \$4,000 from the Woodrow Wilson National Fellowship Foundation of Princeton, New Jersey. This grant represents the Foundations subvention to the School for Advanced Graduate Studies amount to \$2,000 for each Woodrow Wilson Fellow registered during 1959-60 and is used for assisting graduate students genuinely interested in a teaching career whether or not they earlier received Woodrow Wilson Fellowships; \$3,000 is to be used for fellowships and \$1,000 is available to the University for strengthening its graduate program.

Gifts and Grants

NEW BUSINESS, continuedGifts and
GrantsGifts and Grants, continued

9. Grants for scholarship purposes, as follows:
 - a. To continue previously established scholarships:
 - 1) \$5000 from The Caulkins Foundation for scholarships for boys from farms to encourage young farmers to prepare themselves for greater service on their farms and in their rural communities.
 - 2) \$500 from Mr. and Mrs. L. C. Plant of East Lansing to be added to the L. C. Plant Mathematics Scholarship Award Fund.
 - 3) \$100 from the Lapeer Savings Bank of Lapeer to be credited to the Michigan Bankers' Scholarship Fund.
 - b. \$19 from the MSU Faculty Educational Fund to provide small financial awards to needy and deserving students.
 - c. \$750 from the Jessie Smith Noyes Foundation, Inc., of New York City to aid a specified student for the remainder of this year.
10. Renewal of a memorandum of agreement with the Board of Supervisors of Midland County covering a grant of \$1,500 to be used under the direction of N. P. Ralston in the Cooperative Extension Service for the continued employment of the fourth county extension agent assigned to Midland County.
11. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of \$9,484 to be used under the direction of W. A. Wood in Agricultural Chemistry to study in relationship between the metabolic systems of microorganisms and their internal structure. The agreement provides for a special graduate research assistant.
12. Renewal of a memorandum of agreement with the National Pickle Packers Association of Oak Park, Illinois, covering a grant of \$1,975 to be used under the direction of A. W. Farrall in Agricultural Engineering to develop principles for construction of a mechanical cucumber harvester.
13. Renewal of a memorandum of agreement with the Upjohn Company of Kalamazoo covering a grant of \$6000 to be used under the direction of John E. Nellor in Animal Husbandry and Physiology and Pharmacology to determine the oral effectiveness of several progestational compounds in swine in order to control the follicular development and estrus.
14. Renewal of a memorandum of agreement with The Holstein-Friesian Association of America of Brattleboro, Vermont, covering a grant of \$2,000 to be used under the direction of L. D. McGilliard in Dairy in a study of the genetic and environmental factors affecting the composition of milk produced by Holstein-Friesian cattle in Michigan.
15. Renewal of a memorandum of agreement with the National Pickle Packers Association of Oak Park, Illinois, covering a grant of \$3,000 to be used under the direction of S. K. Ries in Horticulture in the plastic greenhouse project for the study of the effect of plant nutrients and cultural practices on yield and quality of pickling cucumbers.
16. Grant of \$16,646 from the Kellogg Company of Battle Creek to be used under the direction of W. S. Gunn in the mink research project at the Kellogg Station.
17. Renewal of a memorandum of agreement with the Smith, Kline, and French Laboratories of Philadelphia, Pennsylvania, covering a grant of \$3,000 to be used under the direction of P. J. Schaible in Poultry Science in an evaluation of staphylomycin as a feed additive for poultry.
18. Renewal of a memorandum of agreement with the International Cooperation Administration of Washington, D.C., covering a grant of \$318,500 to be used under the direction of Dean Taggart in International Programs and Dean Seelye in the College of Business and Public Service, to provide funds for the period from May 28, 1959, to May 27, 1961, for the strengthening of education in business administration in Brazil through the University of Rio Grande do Sul, The University of Bahia, and a third university to be designated, with the Sao Paulo School of Business Administration as a training center.
19. Grant of \$12,500 from the Department of Health, Education, and Welfare of Washington, D.C., to be used under the direction of Dean Seelye in the College of Business and Public Service in support of fellowships allocated to the doctoral program in Business Administration.
20. Grant of \$500 from the W. K. Kellogg Company of Battle Creek to be used under the direction of J. L. Newcomer in the School of Hotel, Restaurant, and Institutional Management to collect information on recommended methods of applying a variety of breaders to food items, holding periods before frying, fat temperature, and cooking time.
21. Grant of \$150,900 from the National Science Foundation of Washington, D.C., to be used under the direction of Wayne Taylor in the Science and Mathematics Teaching Center to operate a National Science Foundation Summer Institute for science and mathematics teachers.
22. Grant of \$12,600 from the Detroit Ordnance District of the United States Army to be used under the direction of E. A. Hiedemann in Physics and Astronomy for research on details of the propagation of ultrasonic waves in liquids. Provision is made for special graduate research assistants.
23. Grant of \$25 from the Michigan Veterinary Medical Association Auxiliary of Lapeer to be used under the direction of Dean Armistead in the College of Veterinary Medicine to purchase books for the Veterinary Library.
24. Grant of \$1,680 from Eaton Laboratories of Norwich, New York, to be used under the direction of W. V. Lumb in Surgery and Medicine to provide facilities for a research program in that department.

NEW BUSINESS, continuedGifts and Grants, continued

25. Grant of \$62.75 from the Macomb Kennel Club, Inc., of Detroit to be used under the direction of W. O. Brinker in Surgery and Medicine for the purchase of equipment for the small animal clinic and small animal research.
26. Grant of \$500 from the National Institutes of Health of Washington, D.C., to be used under the direction of C. C. Morrill in Veterinary Pathology in support of the research fellowship on the pathology of nervous disorders of domestic animals.
26. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of \$12,247 to be used under the direction of Abram Barch in the Highway Traffic Safety Center to determine the detrimental effects on driving behavior of young drivers driving at high but legally accepted speeds for periods up to 4 hours in duration, and the relation of such effects to their previous driving experience. The agreement provides for special graduate research assistants.
27. Grant of \$2000 from Louis H. Schimmel of Detroit to be used under the direction of Herbert Stoutenburg in the Admissions Office at Michigan State University-Oakland to serve as matching money for the student loan program made possible under the provisions of the National Defense Education Act.
28. Grant of \$3000 from Harold A. Fitzgerald of Pontiac, Michigan, to be used under the direction of D. B. Varner at Michigan State University-Oakland; \$2,000 for the purchase of books for the MSU-O Library and \$1,000 to be credited to an unrestricted gift account.
29. Grants to be used under the direction of H. R. Neville in Continuing Education in support of the Christmas Adventure in World Understanding program, as follows:
- \$125 from the Woman's National Farm & Garden Association of Saginaw
 - \$ 75 from the Lansing Supply Company of Lansing
 - \$ 50 from the Business and Professional Women's Association of Grand Rapids
 - \$ 25 from the A.B.C. Club of Grand Ledge
 - \$115 from L. A. Davidson of Lansing
 - \$ 25 from A. G. Redmond of East Lansing
 - \$250 from Bernice Olds Roe of Lansing
 - \$ 50 from Seth Bidwell of Lansing
 - \$115 from Mr. and Mrs. M. F. Cotes of East Lansing
 - \$ 25 from L. E. Marshall of East Lansing
 - \$ 50 from Woman's Society of Peoples Church of East Lansing
 - \$500 from Consumers Power Company of Jackson
 - \$115 from Mr. and Mrs. Fred England, Jr., of East Lansing
 - \$115 from the Walter Neller Company of Lansing
 - \$115 from the Abrams Instrument Corporation of Lansing
 - \$ 50 from the Rotary Club of Lansing
 - \$400 from the Michigan Bell Telephone Company of Detroit
 - \$ 50 from James R. Tranter of Lansing
 - \$ 25 from Mr. and Mrs. Stannard L. Baker of East Lansing
 - \$ 85 from Howard Sober, Inc., of Lansing
 - \$115 from H. J. Stoddard of East Lansing
 - \$ 50 from the Civitan Club of Lansing
 - \$ 50 from the United Church Women of Flint
 - \$ 10 from Mrs. W. S. Nugent of Lansing
 - \$115 from Bruce J. Maguire of Lansing
 - \$500 from The Detroit Edison Company of Detroit
 - \$ 50 from the Kiwanis Club of Lansing
 - \$250 from the Chrysler Corporation of Detroit

Gifts and
Grants

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the Miscellaneous Items and Gifts and Grants.

Reports for Board MembersReport of
alteration
and improve-
ment items.

1. The following alteration and improvement projects have been approved since the last meeting of the Board:

a. Improve lighting, Research Laboratory, Yakeley Hall	\$ 360
b. Equipment for P. A. system, Anthony Hall	800
c. Improve hoods, Rooms 306 and 307 Kedzie Chemistry	1,100
d. Improve lighting, Rooms 212, 213, 214 Morrill Hall	1,080
e. Improve lighting, Room 149B Auditorium	120
f. Improve lighting, Room 103 Wells Hall	120
g. Cut door opening between rooms 14 and 15 Morrill Hall	650
	<hr/> \$4,230

2. Payments to salaried employees for additional work since the last Board meeting. (list on file).

ADDITIONAL ITEMSResignations and Terminations

Resignations

1. Hal R. Taylor, Instructor in the National Project for Agricultural Communications, December 31, 1959 to accept a position with the USDA.

Leaves

Leaves--Sabbatical

1. Thomas A. Staudt, Professor and Head of Marketing and Transportation with full pay from May 16, 1960 to August 15, 1960 for travel and lecture in Europe.

Leaves--Other

1. Thomas A. Staudt, Professor and Head of Marketing and Transportation without pay from February 1, 1960 to May 15, 1960 to teach in Italy.

Appointments

Appointments

1. Richard A. Keppeler, Instructor (Res.) in Agricultural Engineering at a salary of \$7800 per year from December 16, 1959 to June 30, 1960.
2. John S. Perry, Assistant Professor of Agricultural Engineering at a salary of \$9000 per year effective January 1, 1960 to June 30, 1960.
3. Blanche E. Simon, Specialist in Health, Physical Education and Recreation at a salary of \$400 per month from January 1, 1960 to March 31, 1960.
4. Vincent J. Carillot, Assistant Football Coach at a salary of \$8500 per year on a 12-month basis effective December 15, 1959.
5. Wilbur M. Nelson, Photo Editor in Charge of the Photographic Laboratory, Information Services at a salary of \$8620 effective January 1, 1960.
6. Donald Leatherman, Librarian, Library, at a salary of \$5300 per year on a 12-month basis effective January 1, 1960.
7. Harold E. Reid, Staff Physician at the Health Service, at a salary of \$12,000 per year on a 12-month basis effective January 1, 1960.

Salary inc.
Robert BattinSalary ChangesSalary inc.
Gordon Serr

1. Increase in salary for Robert J. Battin, Assistant Agricultural Editor, Information Services to \$7000 per year, effective January 1, 1960.
2. Increase in salary for Gordon Serr, Assistant Football Coach, to \$9000 per year effective January 1, 1960.
3. Increase in salary for Henry Bullough, Assistant Football Coach, to \$7500 per year effective January 1, 1960.

Salary inc.
Henry BulloughCh. status
Wm. FormMiscellaneousEasement Oak-
land Co. Dept.
Public WorksRight of way
Cass Co. Rd.
CommissionDegrees granted
fall term 195950 out-state
waivers grad.
fellowships
approvedMich. Press.
dinner Jan. 29Letter apprec.
parents Harlo
Mork

1. Change in status of William H. Form, Professor of Sociology and Anthropology, from a 10-month basis at a salary of \$12,100 to a 12-month basis at a salary of \$15,500 per year, effective January 1, 1960. His salary from January 1 to June 30, 1960 is to be paid 2/3 from Labor and Industrial Relations Center account 11-9521 and 1/3 from the Department of Sociology and Anthropology.
2. Request from the Oakland County Department of Public Works for an easement for sewers in the area of the Michigan State University-Oakland housing development.
3. Request by the Cass County Road Commission for a right of way for relocating a portion of the road which passes through the land owned by the University known as the Russ Forest.
4. Approval of granting the appropriate degrees to those students who according to the records of the Registrar completed the requirements for graduation at the end of the fall term 1959. (List on file in Registrar's Office.)
5. Recommendation from the Council of Deans that there be established 50 out-of-state waivers of tuition for holders of fellowships to be administered by the Dean of the School for Advanced Graduate Studies.
6. Communication from the Michigan Press Association with reference to the annual dinner given by our Board of Trustees which is now scheduled for Friday, January 29, with Sylvia Porter, well known financial columnist, as the speaker.
7. Communication from the parents of Harlo Mork expressing appreciation to the University and its staff subsequent to the recent accident in the Chemistry laboratory in which their son received injuries that eventually resulted in his death.

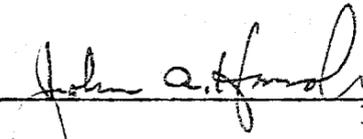
Gifts and GrantsGifts and
Grants

1. Grants to be used for scholarship purposes, as follows:
 - a. 20 shares of AT&T valued at \$1,560 from Harry L. Conrad of Lansing. The money from the sale of the stock is to be used for scholarship awards in the College of Engineering during the coming year and for the assistance of undergraduate students in accordance with previously established policy.
 - b. To provide aid for specified students;
 - 1) \$200 from the Kiwanis Club of Wayland, Massachusetts
 - 2) \$750 from the Ransom Fidelity Company of Lansing
 - 3) \$188 from The Board of Home Missions of New York City
 - 4) \$133.34 from The American Legion of Detroit
 - 5) \$500 from the Michigan Elks Association of Niles
2. Grant of \$100 from Admos, Inc., of Detroit to be used under the direction of J. W. Goff in the School of Packaging to promote their program.
3. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of \$300 to be used under the direction of G. J. Aldridge in Social Work as a supplement to tuition fees for a graduate student.
4. Grant of \$25,025 from the Cooperative Research Branch of the United States Office of Education of Washington, D.C., to be used under the direction of W. W. Farquhar in Administrative and Educational Services to develop an objective measure of motivation of eleventh grade high school students. Provision is made for special graduate research assistants.
5. Grant of \$7,000 from The General Foods Fund, Inc., of New York City to be used under the direction of Dean Porter in Home Economics to set up fellowships in Home Economics for full-time students meeting the requirements for graduate study. Two \$3,000 fellowships are provided plus an additional grant of \$1,000 to the College of Home Economics.
6. Additional grant of \$750 from Archie O. Haller of Michigan State University to be used by him in Sociology and Anthropology to supplement research funds.
7. Renewal of a memorandum of agreement with the Automotive Safety Foundation of Washington, D.C., covering a grant of \$2000 to be used under the direction of G. M. Schultz in Police Administration and Public Safety to cover costs of a student majoring in Highway Traffic Administration in the graduate program.
8. 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:
 - \$75 from the Plymouth Congregational Church of Lansing
 - \$75 from the Altrusa Club of Greater Lansing
9. Grant of \$200 from the Corn Products Company of Chicago to be credited to the Discretionary Gift Fund. This gift is in recognition of the University's contribution in educating people associated with the Corn Products Company.

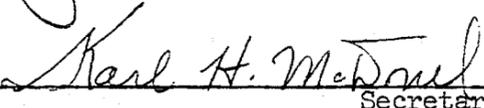
On motion of Mr. Vanderploeg, seconded by Mr. Harlan, it was voted to approve all Additional Items.

The Board adjourned at 11:45 a.m.

The next meeting will be January 21, 1960.



President



Secretary