

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
April 17, 1947

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

Absent: Dr. Elliott

The meeting was called to order at 10:15 a.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

1. Resignation of Mrs. Florence F. Hickok as temporary instructor in Physics and Astronomy, effective March 19, 1947.
2. Appointment of Mervin Pregulman as part-time Assistant Football Coach at a salary of \$100 for the period from April 1 to May 10, 1947.
3. Full expenses for a trip made by William N. Hart to Toledo, Ohio, on March 31, to return a Willys-Overland "Jeep" to the Willys-Overland Company in response to an emergency call.
4. Change in the effective date of the resignation of John S. Pingel from March 15 to March 31, 1947. Mr. Pingel worked through March 15, and when his resignation was accepted no provision was made for vacation allowance.
5. Change in the effective date of the appointment of Thomas Bust as 4-H Club Agent in Washtenaw County from February 1 to March 19, 1947.
6. Authorized an additional armorer in the Military Department at a salary of \$300 per year, effective April 1. Sgt. James C. Wilson is to be appointed to the position.
7. Approved the substitution of Cpl. George R. Maves for Sgt. H. Striman Field as an armorer in the Military Department at a salary of \$300 per year, effective April 1, 1947.

Resignation
F. Hickok

Appt. Mervin
Pregulman

Travel- Wm.
Hart

Pingel res.
to be Mar.
31, 1947

Bust appt.
to be Mar.
19, 1947

Approval of
armorers
at Mil. Dept.

RESIGNATIONS

1. Resignation of J. B. Munson as temporary Instructor in Effective Living, effective March 31, 1947.
2. Resignation of Mrs. Pauline Pepinsky as temporary Instructor in Effective Living, effective March 31, 1947.
3. Resignation of Barbara Hoffman Fravel as Assistant Professor of Textiles, Clothing, and Related Arts, effective July 15, 1947. Mrs. Fravel is leaving Michigan with her husband.
4. Resignation of Gennaro Spagnuolo as Assistant in Foreign Languages, effective March 31, 1947.
5. Resignation of Aleath Garrity as temporary Instructor in Written and Spoken English, effective March 31, 1947.
6. Resignation of Marcia Jeanne Allen as Instructor in Geology and Geography, effective August 31, 1947, to accept a graduate assistantship at Syracuse University.
7. Resignation of Mrs. Margaret Zimmer as temporary Instructor in Mathematics, effective March 31, 1947.
8. Resignation of Mrs. Jennie P. Katz as temporary Instructor in Mathematics, effective March 31, 1947.
9. Resignation of Foster M. VanVliet as temporary Instructor in Mathematics, effective March 31, 1947.
10. Resignation of Mrs. Betty Vincent as Instructor (Research) in Bacteriology and Public Health, effective April 30, 1947.
11. Resignation of Harold D. Cook as quarter-time graduate assistant in Chemistry, effective March 31, 1947. Mr. Cook will spend full time on graduate study.
12. Resignation of James F. Kirn as quarter-time graduate assistant in Chemistry, effective March 31, 1947.
13. Resignation of Charles D. Siders as quarter-time graduate assistant in Chemistry, effective March 31, 1947. Mr. Siders will spend full time on graduate study.

Resignations

Leaves

1. Leave of absence with full pay for L. A. Wolfanger, Professor of Conservation, for the six months from May 1 to October 31, 1947. Dr. Wolfanger has requested this leave to prepare several manuscripts which are necessary in connection with land use work. He has been a member of the staff since September 1937.
2. Leave of absence with half pay for Laura Heminger, Assistant Professor of English, for one year from July 1, 1947 to June 30, 1948. Miss Heminger will work on a book which, if completed, will constitute the dissertation requirements for the Ph.D. degree. She has been a member of the staff since October 1934.
3. Leave of absence without pay for Hans A. Lillevik, Instructor in Chemistry, for one year from September 1, 1947 to August 31, 1948. Dr. Lillevik has been extended an American-Scandinavian Foundation Fellowship for study under Professor Linderstrom-Lang in Copenhagen. He has been a member of the staff since September 1946.

APPOINTMENTS

Appointments

1. Appointment of Mrs. Elizabeth Beecher as hostess at the Delta Tau Delta Fraternity at a salary of \$90 per month, effective from April 1 to June 30, 1947.
2. Transfer of Sylvia Germanprez from Home Demonstration Agent at Large to Home Demonstration Agent in Macomb County at the same salary of \$2600 per year, effective May 1, 1947. Miss Germanprez' appointment is temporary and expires on December 31, 1947.
3. Appointment of Mrs. Dorothy H. Pohl as Home Demonstration Agent at Large at a salary of \$3000 per year, effective May 1, 1947. This is a new position to be paid from Bankhead-Flannagan funds.
4. Appointment of Ina Redman as Home Demonstration Agent at Large at a salary of \$3200 per year, effective May 15, 1947. This is a new position to be paid from Bankhead-Flannagan funds.
5. Appointment of Arthur Katona as Assistant Professor of Effective Living at a salary of \$3900 per year, effective September 1, 1947. This is a new position.
6. Appointment of J. Geoffrey Moore as Instructor in Effective Living at a salary of \$3400 per year, effective June 16, 1947. Mr. Moore has been a member of the staff since January 1947 on a part-time, temporary basis.
7. Appointment of John Milton Ward as Instructor in Literature and Fine Arts at a salary of \$3000 per year, effective September 1, 1947. This is a new position.
8. Appointment of Mrs. Ruth Engelmann as temporary Instructor in Literature and Fine Arts and in English at a salary of \$112.50 per month, effective March 31, 1947, for as long as necessary.
9. Appointment of F. D. McCaskey as Lecturer in Business Administration at a salary of \$280 for the spring term 1947.
10. Appointment of Harry A. Strait as Lecturer in Business Administration at a salary of \$600 for the spring term 1947.
11. Appointment of William A. Bradley as Instructor in Civil Engineering at a salary of \$3000 per year, effective June 16, 1947. This is a new position.
12. Appointment of Daniel Marian Fullmer as Instructor in Engineering Drawing at a salary of \$3100 per year, effective September 1, 1947. Mr. Fullmer is to complete his Bachelor's degree before he can be regarded as a permanent employee.
13. Appointment of Ching-U Ip as Instructor in Mechanical Engineering at a salary of \$3000 per year, effective September 1, 1947. This is a new position.
14. Appointment of Frank C. Flory as Assistant Professor of Mechanical Engineering at a salary of \$4200 per year, effective July 1, 1947. This is a new position.
15. Appointment of Doris Eleanor Smith as Instructor in Foods and Nutrition at a salary of \$3000 per year, effective September 1, 1947, to replace Barbara Newcombe who has resigned.
16. Appointment of Winston Osborn as Instructor in Foods and Nutrition at a salary of \$3100 per year, effective September 1, 1947, to replace Alice Towson who has resigned.
17. Appointment of Teunis Vergeer as Associate Professor of Zoology at a salary of \$4500 per year, effective September 1, 1947. This is a new position.
18. Appointment of Lee H. Person as Associate Professor (Research) of Botany and Plant Pathology at a salary of \$4500 per year, effective June 1, 1947, to replace D. M. McLean who has resigned.
19. Appointment of Marvin D. Glock as Assistant Professor of Education at a salary of \$4500 per year, effective July 1, 1947, to replace Malcolm Williams who has resigned.
20. Appointment of Arturo Solano as Assistant in Foreign Languages at a salary of \$75 per month, effective April 1, 1947 for as long as necessary, to replace Arturo Ochoa who has resigned.
21. Appointment of Mrs. Dorothy S. Sachse as Assistant in Foreign Languages at a salary of \$75 per month, effective April 1, 1947, for as long as necessary.
22. Appointment of Frank Lewis McConnell as part-time assistant in Art at a salary of \$65 per month.

APPOINTMENTS, continued

Appointments

22. (Continued)
effective April 1, 1947, for as long as necessary. Mr. McConnell held a graduate assistantship during the winter term 1947.
23. Appointment of Lyman W. Bodman as Instructor in Music at a salary of \$2900 per year, effective September 1, 1947, to replace Julius Stulberg who has resigned.
24. Appointment of Helen Roberts Sholl as Instructor in Music at a salary of \$65 per month, effective April 1, 1947, for as long as necessary.
25. Appointment of Ernst Victor Wolff as Instructor in Music at a salary of \$600 for the period from July 21 to August 9, 1947, to teach the three-week Master Class in Vocal Coaching.
26. Appointment of the following Instructors to teach the special music short course from June 23 to July 12, 1947, at the salaries indicated:
- | | | | |
|---------------------|--------------|----------------------------------|-------|
| Arnold Berndt | \$200 | Forrest Rinehart | \$150 |
| Abe Kniaz | 200 | Lewis McDonnell | 125 |
| Victor Iams | 175 | Eldon Rosegart | 50 |
| Perne | on fee basis | Beatrice Iams (Girls' Counselor) | 42.50 |
| Art Best | 175 | Joyce Johnson (Girls' Counselor) | 42.50 |
| Elmer S. Fetherston | 200 | Sara Jane McDonald (" ") | 42.50 |
| William Stewart | 200 | Walter Bloch (Boys' Counselor) | 42.50 |
| Arthur N. Moe | 200 | Victor Iams (Boys' Counselor) | 42.50 |
| Walter Bloch | 200 | Eldon Durkee (Boys' Counselor) | 42.50 |
| Palmer Quackenbush | 200 | Gordon Goats | 30.00 |
| Hal Bergen | 200 | Librarian | 30.00 |
| Beatrice Iams | 175 | Librarian | 30.00 |
| W. R. McIntire | 175 | Librarian and Accompanist | 30.00 |
27. Appointment of Mrs. Margaret Oda as Assistant in Chemistry at a salary of \$175 per month, effective April 1, 1947, for as long as necessary to replace Virginia Bogart who has resigned.
28. Appointment of Clarence L. Vinge as Assistant Professor of Geology and Geography at a salary of \$4000 per year, effective September 1, 1947, to replace Marcia Jeanne Allen.
29. Appointment of Edwin F. Steffen as Lecturer in Economics at a salary of \$200 for the period from February 16 to March 25, 1947.
30. Appointment of Elizabeth O. Vandemark as Assistant in Psychology at a salary of \$165 per month, effective March 31, 1947, for as long as necessary.
31. Appointment of Arthur H. Davison as Instructor in Psychology at a salary of \$125 per month, effective March 31, 1947, for as long as necessary.
32. Appointment of Ethel McNeil as Assistant Professor of Bacteriology and Public Health at a salary of \$4000 per year, effective September 1, 1947, to replace Dorothy J. Hitchcock (salary \$2400). Her salary is to be paid two-thirds from College funds and one-third from Experiment Station funds.
33. Appointment of Lawrence Philip Blum as Counselor with the rank of Assistant Professor at a salary of \$3800 per year, effective September 1, 1947, to replace Edward Long who has been transferred.
34. Appointment of Herbert E. Kasoff as graduate fellow in Chemistry at a salary of \$80 per month, effective from April 1 to December 31, 1947, and paid from funds provided by Victor Chemical Works.
35. Appointment of Theodore J. Mucha as half-time graduate assistant in Dairy at a salary of \$88.88 per month, effective from March 20, 1947, to March 20, 1948. This is a new position.
36. Appointment of Richard S. Hauser as half-time graduate assistant in Botany and Plant Pathology at a salary of \$111.11 per month, effective from June 15 to August 31, 1947.
37. Appointment of the following graduate assistants, effective from April 1 to June 15, 1947:
- Marcus A. Maxon, half-time in Horticulture at a salary of \$111.11 per month.
 - LeRoy Peterson, quarter-time in Chemical and Metallurgical Engineering at a salary of \$44.44 per month, to replace Hugh Forsburg.
 - Clement E. Miner, quarter-time in Chemistry at a salary of \$44.44 per month to replace C. D. Siders.
 - Bernardo Sanchez, quarter-time in Chemistry at a salary of \$44.44 per month, to replace J. F. Kirn.
 - Gerald H. Cummings, quarter-time in Economics at a salary of \$44.44 per month.
 - John Dane Dodge, quarter-time in Economics at a salary of \$44.44 per month.
38. Appointment of the following graduate assistants, effective from September 15, 1947 to June 15, 1948:
- Robert J. Flipse, half-time in Dairy at a salary of \$88.88 per month.
 - Richard S. Hauser, half-time in Botany and Plant Pathology at a salary of \$111.11 per month.
 - John H. Woodburn, half-time in Education at a salary of \$111.11 per month.
 - Stewart A. Brown, half-time in Chemistry at a salary of \$88.88 per month to replace H. R. Courtney.

TRAVEL

Travel

1. Expenses in the amount of \$179.84 for a trip made by Warren L. Fleischauer to Albany, New York City, and Boston on January 10-29 to locate and examine pre-Boswellian Lives of Johnson for purposes of research.
2. First-class railway fare for Hans Nathan to go to Washington, New York City, and Boston on April 7 to May 4 to conduct research work on American Folk Music in connection with his All-College Research grant.
3. Full expenses for H. W. Lautner to go to Washington on April 21 and 22 and to Boston on April 23 to interview possible candidates for teaching in the Department of Landscape Architecture.
4. Full expenses for Margaret A. Ohlson to attend a meeting of the Technical Committee on Foods and Nutrition in Peoria, Illinois, on April 23; expenses to be paid from Experiment Station funds.
5. First-class railway fare for Otto Gombosi to participate in a round table conference on Byzantine art and music and Renaissance music in Princeton, New Jersey, on April 24 and 25.
6. First-class railway fare for Harry G. Brainard to read a paper at the Midwest Economic Association in Omaha, Nebraska, on April 24-26.
7. Full expenses for Edgar A. Schuler to confer with sociologists in the midwestern region on the proposed regional radio study in Des Moines, Iowa, on April 24-26; and to confer with statistical labor representatives in Ames, Iowa, on April 27.
8. Full expenses for C. L. Nash to meet with other agricultural economists in Chicago on April 27; expenses to be paid from Extension funds.
9. Travel allowances as follows for staff members to attend the Foreign Student Advisers Conference in Chicago on April 28-30:
 - a. Full expenses for A. J. Clark
 - b. Full expenses for S. C. Lee
10. Full expenses for H. B. Tukey to attend a meeting to discuss research projects in horticulture at Purdue University on April 29; expenses to be paid from Experiment Station funds.
11. Full expenses for C. E. Millar to attend a meeting of the Middle West Soil Improvement Committee in Chicago on April 29; expenses to be paid from Experiment Station funds.
12. Full expenses for J. D. Phillips to head one of the workshops of the First National Conference for City Directors of Adult Education in Chicago on April 29 to May 1; expenses to be paid from Adult Education funds.
13. Full expenses for Fred Roth to attend the semi-annual meeting of the Farm Committee of the National Safety Council in Chicago on April 30; expenses to be paid from Extension funds.
14. Full expenses for C. A. Rosenbrook to attend the annual convention of the Educational Buyers Association in Omaha, Nebraska, on April 30 to May 3.
15. First-class railway fare for R. B. Bowersox to attend the meetings of the American Physical Society in Washington, D. C., on May 1-3.
16. Travel allowance as follows for staff members to attend the meetings of the Midwestern Psychological Association in Chicago on May 1-3:
 - a. Full expenses for H. H. Anderson
 - b. Mileage on two cars for members of the staff of the Psychology Department.
17. Mileage on one car for W. H. Combs to attend the meeting of the Midwest Conference on Political Scientists in South Bend, Indiana, on May 2-4.
18. Travel allowance as follows for staff members to attend the annual Institute for Education by Radio and the National Association of Educational Broadcasters meetings in Columbus, Ohio, on May 2-5:
 - a. Full expenses for J. H. Denison
 - b. Full expenses for R. J. Coleman: to be paid from Extension funds.
 - c. First-class railway fare for J. K. Richards and L. T. Frymire.
19. Full expenses for L. H. Glander to attend the meeting of College and University Administrative and Personnel Officers in Chicago on May 6 and 7.
20. Full expenses for C. F. Holland to attend the National Conference on Health in Colleges in New York City on May 6-11.
21. First-class railway fare for W. H. Hill to attend the annual meeting of the American Philosophical Association in Iowa City, Iowa, on May 8-10.
22. Full expenses for Glen O. Stewart to attend an alumni meeting in Milwaukee on May 8, and in Chicago on May 10.

TRAVEL, continued

2425

Travel

23. Full expenses for C. L. Munn to attend an alumni meeting in Chicago on May 10, 1947.
24. Full expenses for C. C. DeWitt to attend the meeting of the American Institute of Chemical Engineers in St. Louis, Missouri, on May 12-15.
25. Full expenses for J. D. Phillips to attend the meeting of the American Association for Adult Education in West Point, New York, on May 12-15; expenses paid from Adult Education funds.
26. First-class railway fare for W. L. Mallmann and Edgar Kivela to attend the meetings of the Society of American Bacteriologists in Philadelphia, Pennsylvania, on May 15-18.
27. Travel expenses as follows for staff members to attend the national convention of the American College Public Relations Association in St. Louis, Missouri, on May 14-17:
 - a. Full expenses for J. H. Denison.
 - b. Full expenses for W. L. Treaster and W. N. Kerbawy.
28. First-class railway fare for S. D. Gralak to attend a stress analysis meeting in Chicago on May 15-17.
29. First-class railway fare for R. A. Runnells to attend the meetings of the International Association of Medical Museums and the American Association of Pathologists and Bacteriologists, and to confer with Dr. Kampmeier of the University of Illinois Anatomy Department, in Chicago on May 15 and 16.
30. Travel allowance as follows for staff members to attend the meetings of the Federation of American Societies for Experimental Biology in Chicago on May 18-22:
 - a. Mileage on one car for R. W. Luecke, C. W. Duncan, and H. M. Sell; to be paid from Experiment Station funds.
 - b. \$10 each for Mary Lewis, Edna Brown, Faye Kinder, Zoe McCormick, and Dean Marie Dye.
 - c. \$10 each for Dena Cederquist, Betty Einbecker, Annanell Jobb, Louise Kelly, Ruth Ingalls, Margaret Ohlson, and Lois Jackson; to be paid from Experiment Station funds.
 - d. First-class railway fare for Keith B. McCall, and Richard U. Byerrum.
 - e. Mileage on two cars for B. V. Alfredson, C. F. Cairy, E. P. Reineke, L. F. Wolterink, T. N. Johnson, and R. B. Roseboom.
31. Full expenses for E. F. Eldridge to attend a meeting of the Task Committee of the National Milk Institute and the Industrial Waste Conference at Purdue University on May 19-23.
32. Mileage on one car and maintenance expenses for W. L. Treaster, Ruth E. Baas, Kenneth Ousterhout, and Clare A. Gunn to attend the Publications Workshop in Manhattan, Kansas, on May 26-30; to be paid from Extension funds.

MISCELLANEOUS

Receipt of
gift of 2
volumes from
Wm.E.Colby

1. Acceptance of the gift of two volumes by du Halde from William Edward Colby of San Francisco, and Professor Shao Chang Lee. The first volume was published in 1738 in London, and the second in 1741, also in London. These are rare and costly volumes, and one of them was recently listed at 500 pounds sterling.

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

2. Acceptance of a check for \$1000 from O. W. Mourer.

On motion of Mr. Armstrong, seconded by Miss Jones, it was voted to accept this check for \$1,000 from Mr. Mourer and authorize its deposit in a fund to be known as the "discretionary fund". The \$4,000 previously received from Mr. C. R. Erickson is to be added to this fund from which is to be paid the account for printing the booklet "The Means of Education".

3. Approval of a memorandum of agreement with the American Cyanamid Company of New York City covering a grant of \$2000 to be used by the Entomology Department in a study to determine the insecticidal properties of a compound produced by the Company.
4. Approval of a memorandum of agreement with the Michigan Hybrid Seed Corn Producer's Association of East Lansing covering a grant of \$900 to be used to establish a graduate fellowship in Farm Crops for a study of certain problems in connection with the production of Hybrid seed corn suitable for Michigan conditions.
5. Approval of a memorandum of agreement with the J. I. Case Company of Racine, Wisconsin, covering a project on the drying of hay, the work to be conducted under the supervision of A. W. Farrall of the Department of Agricultural Engineering. The following provisions are included in the contract:
 - a. Establishment of a special building and equipment furnished entirely by the J. I. Case Company which will cost approximately \$10,000.
 - b. Establishment of a graduate fellowship to be paid not to exceed \$100 per month for approximately one year.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above mentioned memorandum of agreement with the Case Company with the understanding that due to building conditions, no guarantee can be made that the building will be ready for the first cutting of alfalfa in 1947. Every effort will be made to have the building completed at the earliest possible date.

Acceptance
ch. \$1000
O.W. Mourer
to be set
up in fund
known as
"discretion-
ary fund".
Memo of agree-
ment Am. Cya-
namid Co.
also
Mich. Hybrid
Seed Corn
Producers
Assoc.
Also
J.E. Case Co.
Racine, Wis.

MISCELLANEOUS, continued

Trans. Mrs.
W. McGhee to
Supv. Quonset
V. Postoffice

6. Transfer of Mrs. Wenonah McGhee from Head Dietitian and Cafeteria Supervisor at the Quonset Village to Supervisor of the Quonset Village Post Office and a reduction in salary from \$3000 to \$2400 per year, effective April 1, 1947.

Approval of
changes in
temp. instruc-
tors in Wr.
& Sp. Engl.

7. The following changes are recommended for temporary instructors in Written and Spoken English effective April 1, 1947:
- a. Mrs. Marguerite White, change from full time at \$200 per month to 1/3 time at \$70 per month.
 - b. Mrs. Hildegard Meloy, change from 2/3 time at \$150 per month to 1/3 time at \$70 per month.
 - c. Mrs. M. J. Segal, change from full time at \$200 per month to 2/3 time at \$150 per month.
 - d. Mrs. Ruth Barrett, change from full time at \$200 per month to 2/3 time at \$150 per month.
 - e. Mrs. Margaret Zerby, change from full time at \$225 per month to 2/3 time at \$150 per month.
 - f. Mrs. Esther Reed, change from full time at \$225 per month to 2/3 time at \$150 per month.

Inc. salary
Eliz. Pollock

8. Increase in salary for Mrs. Elizabeth Pollock, temporary Instructor in English, from \$50 per month to \$150 per month, effective April 1, 1947. Mrs. Pollock will teach 3/4.

Inc. Salary
Alice Areba

9. Increase in salary for Mrs. Alice Areba, Instructor in Foreign Languages, from \$1800 to \$2100 per year, effective April 1, 1947.

Payment of
add. \$50 to
John Speck

10. Payment of an additional \$50 per month for the period April 1 to June 15, 1947, for John C. Speck, Jr., for his assistance in the teaching of organic Chemistry.

Reinstatement
J.M. DeHaan
Prof. & Hd.
Dept.

11. Reinstatement of J. M. DeHaan as Professor and Head of the Department of Philosophy at a salary of \$5400 per year on a full-time basis, effective April 1, 1947.

App. Ruth Gunn
Mar. 31, 1947

12. The appointment of Mrs. Ruth Gunn should be effective March 31, 1947. Her appointment as Instructor in Bacteriology and Public Health was postponed indefinitely.

Inc. salary
Edgar Kivela

13. Increase in salary for Edgar W. Kivela, Instructor in Bacteriology and Public Health, from \$3100 to \$3400 per year, effective May 1, 1947.

Ch. status
R. Franklin

14. Change in status of Robert J. Franklin from quarter-time to half-time graduate assistant in Economics and a salary increase from \$44.44 to \$88.88 per month, effective April 1, 1947.

Inc. salary
G. McGregor

15. Increase in salary for George F. McGregor, half-time graduate assistant in Economics, from \$88.88 to \$111.11 per month, effective April 1, 1947. Mr. McGregor is a candidate for a Ph.D. degree.

Payment of
additional
amounts to
salaried
employees

16. Payment of the following amounts to salaried employees:

John S. Welling	\$41.85	Bettie Markwart	\$10.00	V. D. Hildebrandt	\$ 13.80
Harold Sponberg	17.40	W. L. Mallmann	111.60	Jack Gibb	207.20
J.K. Richards	15.00	Grace Kikuchi	2.00	Leroy Ferguson	20.00
Edward Prophet	29.80	Charles Irvin	28.00	Arthur W. Else	33.80
William Pitkin	40.90			Anita Brown	2.40

Add. Clerk I
position in
Mimeo Office.
Cl-Typ. Inst.
Sh. Courses
also Pub. Rel.

17. Additional Clerk I position in the Mimeograph Office.
18. Additional Clerk-Typist position in the Institute of Short Courses.
19. Additional Clerk-Typist position in the Public Relations Office, to be paid from Extension funds.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the President's Report, Resignations, Leaves, Appointments, Travel and Miscellaneous items on which action does not already appear.

Several bud-
gets to be
supplemented.

20. The increased enrollment beyond what was contemplated for the current year when the budget was approved, the increase in wage rates and the increase in costs of supplies have made it evident, since the beginning of the current school year, that substantial additions would be required by many of the teaching and maintenance departments to permit them to carry on their necessary services for the balance of the fiscal year. An estimate of the amount of monies required was included in the request of the legislature in the deficiency appropriation. The deficiency appropriation has been granted by the legislature. The President presented a detailed study and recommendations of supplementary appropriations required by the various departments for wages and necessary supplies for the balance of the fiscal year.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to authorize the Comptroller to transfer to the various departments the amounts recommended by the President and Comptroller in the aggregate amount of \$304,489.45. It is understood that the Comptroller is expected to see to it that these funds are used only for necessary wages and supplies and that all expenditures of the institution are to be kept within the budgets as established after these transfers are made.

ADDITIONAL ITEMSResignations

1. Resignation of Geraldine Fairbrother as Assistant in Food Service in Women's Residence Halls, effective April 30, 1947.

ADDITIONAL ITEMS, continuedResignations, continued

2. Resignation of Margaret Cardinal as nurse at the Health Service, effective May 31, 1947, to join her husband in medical school. Resignations
3. Resignation of Mrs. Alice Ogilvie as nurse at the Health Service, effective September 30, 1947.
4. Resignation of Celia R. Sneden as nurse at the Health Service, effective May 31, 1947. Miss Sneden plans to be married.
5. Resignation of Dorothy Hitchcock as Instructor (Research) in Bacteriology and Public Health, effective July 15, 1947.
6. Resignation of Paul A. Miller as quarter-time graduate assistant in Sociology and Anthropology, effective March 31, 1947.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to accept the Resignations.

7. The President discussed the case of Miss Ruth Adler, Instructor in Art, and her resignation.

On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to terminate Miss Adler's services at the earliest possible moment, - the exact date to be determined by the President.

Leaves

1. Leave of absence with full pay for Mrs. Bertine Benedict, Home Demonstration Agent in Ingham County, through May 21, 1947, and with half pay beyond May 21 for three months through August 21, 1947. Mrs. Benedict has been on leave with pay since November 21, 1946, because of ill health. Leaves
2. Leave of absence with full pay for Mary Lewis, Associate Professor of Foods and Nutrition, from January 1 to June 30, 1948. Miss Lewis is working on a text book on child nutrition for elementary teachers.
3. Leave of absence without pay for Hugh C. Forsberg, Instructor in Chemical and Metallurgical Engineering, from July 1 to August 31, 1947. Mr. Forsberg will work with the DuPont Company at Waynesborough, Virginia.
4. Leave of absence without pay for J. Wendell Turner, Resident Manager of Wells Hall, from July 1 to August 31, 1947. Mr. Turner will help Dr. Maddy, Director of the National Music Camp at Interlochen, during this period.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve the Leaves.

Appointments

1. Appointment of Gladys Knight as Assistant Professor (Research, Extension) in the Conservation Institute at a salary of \$4000 per year, effective May 1, 1947, to replace Faith McAulley. Miss Knight will work on the Tourist and Resort Project. Appointments
2. Appointment of Harvey E. Kapphahn as Assistant Professor of Agricultural Engineering at a salary of \$3600 per year, effective May 15, 1947, to replace Lawrence C. Meyer who has resigned. This position is paid by the State Board of Control for Vocational Education and from funds supplied by the Michigan Rural Electrification Administration cooperatives.
3. Appointment of Arthur R. Wolcott as Instructor (Research) in Farm Crops and in Soil Science at a salary of \$3400 per year, effective April 21, 1947, and paid from Experiment Station funds. Mr. Wolcott will work at the Chatham Experiment Station.
4. Appointment of Elizabeth Walbert Crandall as Instructor in Home Management and Child Development at a salary of \$200 for the period from June 30 to July 18, 1947.
5. Appointment of Marjorie Knoll as Instructor in Home Management and Child Development at a salary of \$3000 per year, effective September 1, 1947, to replace Elizabeth Walbert who resigned a year ago.
6. Appointment of Mrs. Jane C. Walter as Assistant in Mathematics at a salary of \$200 per month, effective June 16, 1947, for as long as necessary.
7. Appointment of Mrs. Barbara G. Houston as Assistant in Mathematics at a salary of \$200 per month, effective June 16, 1947 for as long as necessary.
8. Appointment of William F. Seigle as Instructor in Mathematics at a salary of \$2900 per year, effective June 16, 1947. This is a new position.
9. Appointment of George F. McGregor as Instructor in Economics at a salary of \$2800 per year, effective September 1, 1947. This is a new position.
10. Appointment of Robert J. Franklin as Instructor in Economics at a salary of \$2800 per year, effective September 1, 1947. This is a new position.

ADDITIONAL ITEMS, continuedAppointments, continued

Appointments

11. Appointment of Ethel Mae Jolliffe as graduate fellow in Bacteriology at a salary of \$90 per month, effective from April 1 to June 15, 1947, and paid from Sharples Chemical Corporation Fund No. 572R.
12. Appointment of Howard C. Launstein as quarter-time graduate assistant in Business Administration at a salary of \$44.44 per month, effective from September 15, 1947 to June 15, 1948.
13. Appointment of Mrs. Elizabeth J. Launstein as quarter-time graduate assistant in Business Administration at a salary of \$44.44 per month, effective from September 15, 1947 to June 15, 1948.
14. Appointment of Dolores Auble Asmussen, as staff nurse at the Health Service, at a salary of \$2000 per year, effective May 16, 1947, replacing Margaret Cardinal.

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

Travel

Travel

1. Full expenses for F. L. Wynd to confer with the Ferro Enamel Corporation concerning development of a fellowship, in Cleveland, Ohio, on April 23 and 24; to be paid from Experiment Station funds.
2. Full expenses for D. H. Stark to go to Chicago on April 24-26 to attend a meeting of the technical committee of the North Central Livestock Marketing Committee; to be paid from Experiment Station funds.
3. Full expenses for Howard Church to attend a meeting of the Museum of Modern Art and to interview prospective teachers in New York City on April 24-29.
4. First-class railway fare for J. M. DeHaan to attend the meetings of the American Philosophical Association in Iowa City, Iowa, on May 8-10.
5. Mileage on one car for Raymond M. Gonso and Lewis K. Zerby to attend the meetings of the American Philosophical Association in Iowa City, Iowa, on May 8-10.
6. Full expenses for E. E. Kinney to attend the annual conference of Superintendents of Buildings and Grounds in Columbus, Ohio, on May 12-14.
7. First-class railway fare for Evelyn Sanders to present a paper at the meeting of the Society of American Bacteriologists in Philadelphia on May 12-16; to be paid from Brucella Station funds.

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

Reinstatement
B. FessendenMiscellaneous

1. Reinstatement of Beatrice I. Fessenden as Counselor, effective April 10, 1947. Miss Fessenden was granted leave because of illness in her family.
2. Increase in salary for Morton L. Livingston, part-time instructor in Biological Science, from \$56.25 per month to \$84.38 per month, effective April 1, 1947.
3. Change in the effective date of the resignation of Fred L. Hendrick, part-time instructor in Mathematics, from March 18 to March 31, 1947.
4. Change in status of Harvey Schweitzer from quarter-time to half-time graduate assistant in Sociology and Anthropology at a salary of \$88.88 per month, effective April 1, 1947.
5. Payment of the following amounts to salaried employees:

Additional
payments to
salaried
employees

G. C. Blomquist	\$200.00	Raymond Early	\$102.45	W. L. Mallmann	\$37.20
Anita Brown	2.40	Arthur W. Else	39.20	Frank McConnell	14.25
Gerard Bush	12.00	Curnel Hampton	28.00	J.K. Richards	30.00
Russell Daubert	13.00	V.D. Hildebrandt	5.70	John Welling	27.90

On motion of Mr. Berkey, seconded by Mr. Mueller, it was voted to approve items 1, 2, 3, 4 and 5 above.

Industrial
and business
training pro-
gram app.

6. It is recommended that Michigan State College take over the Industrial and Business training program formerly sponsored cooperatively by several institutions, to be self-supporting extension courses for credit. These programs for this summer are to be in cooperation with the Chrysler Corporation, Ford Motor Company, and the Retailing Institute of Detroit. Fees for 6-week, 6-credit programs are to be \$36 for all students; and for the 3-week program with 3 to 5 credits \$13 plus the out-of-state fee of \$18 for out-of-state students.

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

7. Communication from Ernst and Ernst.

8. Discussion of the request of the Extension Service to authorize the annual summer meeting of county agents to be held at the U. S. Department of Agriculture Research Center at Beltsville, Maryland, with a contribution of \$20.60 toward travel for each agent or a total of \$1650.

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

\$20.60 each
allowed to
co. agts to
attend conf.
at Beltsville

ADDITIONAL ITEMS, continued

Miscellaneous, continued

9. Philip J. May and Merrill R. Pierson, having been appointed Comptroller and Treasurer, and Assistant Comptroller and Assistant Treasurer respectively, are authorized to deposit and/or withdraw funds held in the accounts of the Michigan State Board of Agriculture and/or Michigan State College by the Michigan National Bank, Bank of Lansing, East Lansing State Bank, Bank of South Haven, First National Bank of Alger County, Gaylord State Bank, Lake City Bank, Peoples National Bank, Grand Rapids, State Bank of Augusta, and the Union National Bank, Marquette. Withdrawals will be made on checks bearing a facsimile of the signature of Mr. May, or the written signature of either Mr. May or Mr. Pierson.

Signatures
of P.J. May
and M.R.
Pierson
certified

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

Approval
statement
Shields,
Ballard, Jen.
& Bishop.

10. Statement from Shields, Ballard, Jennings and Bishop for the period of January 2 to March 18 in the amount of \$1068.28.

On motion of Miss Jones, seconded by Mr. Berkey, it was voted to approve the above statement.

11. The following statements from Mr. Kinney and Mr. Lautner indicate the estimate of the flood damage during the period of April 6-10, 1947:

Report on
flood damage

Flood Damage to Michigan State College Campus

The total flooded area of the campus proper (from Bogue Street on the east to Harrison Avenue on the west) was 65.5 acres, exclusive of river area. This is practically the same area that was flooded in 1904 when the water stood .7 of a foot higher at the Gym bridge than it did in this flood. Most of this 65 acres has been edged with debris, it has been sacrificed and the top soil washed away. Much of the repair work will be hand work. There has been some unestimated damage to trees and shrubs where soil has been washed away from root systems.

<u>Item</u>	<u>Amounts</u>	<u>Estimated Cost</u>
Cleaning up debris	65.5 acres x \$20	\$1,420
Repairing walls and levies	1,000 ft. x \$1	1,000
Filling and repairing	2,000 sq. yds. x \$2.75	5,500
Topsoil, seeding, fertilizing and finishing	20 acres x \$200	4,000
Fence repair athletic field	400 ft. x #1	400
Repair of walks, roads and curbs	(Included in Bldgs. & Util. Estimate)	
		<u>\$12,320</u>

Buildings and Utilities Report

Field House	
Handball floors	\$5,500
Mattresses	2,000
Athletic Equipment--Ping Pong Tables	150
Motors, fans, belts, clocks, new wire	800
Transformer vault, meters, etc.	538
Cave-in at north wall and footings	900
Demonstration Hall	
Military Equipment	200
Motors, fans, belts (see above)	
Auditorium	
Motors, fans, belts (see above)	
Band Shell	
Doors, seats, trim, paint	600
Canoe Shelter	
50 canoes and paddles	500
Supplies and motor	220
Labor	250
Forge and Foundry	
Fans, motors, etc. (see above)	
Supplies and stock	100
Grounds Department	
Labor, Fences, Refill	12,320
Pipe Insulation (Tunnels and tanks)	2,400
Gasoline and oil	22
Pump rentals	1,100
Labor by Buildings and Utilities	<u>5,400</u>
	\$33,000

2430

ADDITIONAL ITEMS, continued

Miscellaneous, continued

Claim for additional fee for Foster, Schermerhorn
Foster denied

12. At the request of the Board, Mr. May has investigated the claim of Foster, Schermerhorn and Foster for an increase in the fixed fee on their contract for the erection of steel buildings. Their claim was based on an indicated loss suffered by the corporation as a result of the allocation of overhead expense to the college construction project. The investigation revealed that the company has not suffered any actual loss. It is therefore recommended that the request for an increased fee be denied.

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted, in view of the examination that was made by the college, to deny the request of Foster, Schermerhorn, and Foster for an increase in their fixed fee.

Approval of contracts with Hatzel & Buehler

13. The Board has previously authorized the President and the Secretary to negotiate contracts covering construction of necessary buildings. The following contracts with Hatzel and Buehler, Inc. of Detroit in connection with this program are recommended:

1. Electric service to new Electrical Engineering Building from the present electric generating plant. Estimated cost, \$3,031 which includes a fixed fee of \$280.
2. Electric service to the Science Building from west of the Anatomy Building. Estimated cost \$1,408 which includes a fixed fee of \$130.
3. Electric service to the new Foods Building from manhole No. 66 on Shaw Lane. Estimated cost \$3,100 which includes a fee of \$285.
4. A new manhole at the rear of Dormitory No. 4 and install a transformer owned by the College. Estimated cost, \$1,005 which includes a fixed fee of \$95.

Total estimated cost for above items, \$8,544 which includes a fixed fee of \$790.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the above recommendation.

Approval installation of toilets & water system at Leelanau

14. Presentation of the estimate of costs of installing toilets and water system at the Leelanau Art Center. Total estimated cost is from \$1800-\$2200.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to authorize the Secretary to proceed to have the toilets and water system installed. An appropriation covering this cost at not to exceed \$2200 is hereby authorized.

Report of A.A. Trust Co. re: construction costs.

15. Report from the Ann Arbor Trust Company covering construction costs and funds for Dormitories, Union Addition and Food Storage Building.

Approval of long-term lease covering land and bldgs, with Mich. Artificial Breeders.

16. The President presented a request from the Michigan Artificial Breeders Association for a long-term lease covering the land and buildings now assigned to them on the Goritz farm. The history of the cooperative relationships between the College and this organization were outlined and it was pointed out that the College advanced an amount of approximately \$7000 for the construction of the laboratory in 1944, with the understanding that this amount might be repaid subsequently by the Michigan Artificial Breeders. It is now necessary for the Michigan Artificial Breeders to supplement the \$25,000 grant by the legislature to provide for the construction of the barn, additional laboratory facilities and a house for the caretaker. The Association is willing to undertake these expenditures with the understanding that the College extend the cooperative agreement for 25 years and waive its claim for the monies advanced in 1944. It is understood, of course, that the buildings constructed on the property owned by the College become the property of the College subject to use for the purposes outlined in the agreement.

On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to approve the above recommendations and to authorize the President and Secretary with the advice of legal counsel to enter into the necessary contract with the Michigan Artificial Breeders.

Report of 4-H Club program in Oregon.

17. Discussion of the Fiftieth Anniversary of the School of Home Economics on May 2 and 3.
18. The President reported to the Board that the legislature in Oregon has recently passed legislation authorizing the extension of the 4-H Club program in Oregon to the cities of the state, and authorized city councils or commissions to appropriate funds for the purpose of cooperating with the Oregon State College for the purpose of carrying out an urban 4-H club program.

19. Discussion of the status of legislation affecting the College in Lansing and in Washington.

20. Discussion of the progress being made in the development of a simplified system of financial reports for the Board, et cetera.

21. Discussion of the various requests that have been made to limit enrollments in Engineering, in Forestry, in Social Service, in Journalism, and in other curricula.

Approval of alterations and additions to Anatomy Bldg.

22. Discussion of the situation in which we find ourselves in connection with the admission of veterinary students. To increase the size of our freshman class from 64 students to 96 students will require at least two additional full-time staff people in Anatomy, and alterations and an addition to the Anatomy Building that will cost approximately \$7500 as estimated by Mr. Munson. If the size of the freshman class is to be increased, building alterations must be undertaken at once.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve item 22.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

23. At the March Board meeting, there was a discussion of the desirability of supplementing the services of O. J. Munson, Architect, in preparing the architectural and engineering plans and specifications for the Stadium-Dormitory Project. The president presented a recommendation that O. J. Munson be authorized, instructed and empowered to engage Smith, Hinchman and Grylls of Detroit to prepare the plans and specifications for this project. Smith, Hinchman and Grylls are employed by Mr. Munson. The college contract with Mr. Munson will continue in effect and the total payment to Mr. Munson will be at the same rate as on all other projects - 5% of the cost, from which he is to pay Smith, Hinchman and Grylls. It is understood that plans and specifications are to be worked out in cooperation with the college and to the satisfaction of the College before final payment is made.

Smith, Hinchman, Grylls to assist Mr. Munson with architectural work on Stadium-Dorm project.

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

24. Mr. Cress of the Ann Arbor Trust Company recommends that the \$3,000 to be derived from the School of Music bonds that mature on May 1 be invested in U. S. Savings bonds Series G in the Rackham Trust fund.

\$3000 from School of Music bonds to be invested in U.S. Savings bonds Series G. Statement Shields, Ball. Jenn. & Bishop

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

25. Supplementary statement from Shields, Ballard, Jennings & Bishop covering the work from July 19, 1946 to date in preparation of the patent applications on dish soiling and cleanliness testing machines. Total \$604.24.

On motion of Miss Jones, seconded by Mr. Berkey, it was voted to approve the above statement.

26. Dean Giltner and Dr. Stafseth request certain changes and alterations in the Bacteriology Building to make it possible for them to handle the large number of graduate students and necessary research. Total estimate for this work is \$49,700.

Certain changes in Bacteriology Bldgs to be delayed

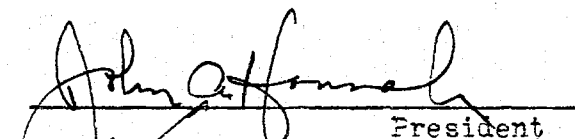
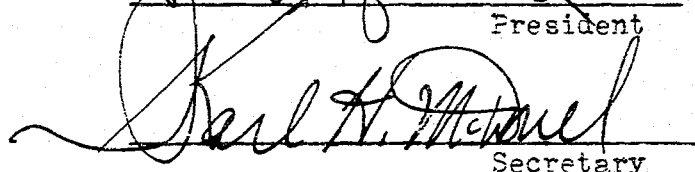
Action on the above item was deferred to be considered at the time the budget is set for the next fiscal year.

27. The voters of East Lansing at the recent election approved the construction of an additional sewage disposal plant at a total estimated cost of \$250,000. In accordance with our continuous agreement with the City, we are expected to pay one-half of the cost. It will also be necessary for the City of East Lansing to lease from the College some additional land in the area of the present plant for this purpose.

Lease with city of E.L. to be negotiated for land for addition to Sewage Disposal Plant.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to authorize the President and Secretary to negotiate a lease with the City of East Lansing for the necessary land to make an addition to the disposal plant.

The meeting adjourned at 3:00 p.m.


President

Secretary