

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
August 5, 1943

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

Absent: Mrs. Masselink; Mr. McPherson; Dr. Elliott

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Resignation of Dorothy Jean Terry as stenographer in Home Economics, effective June 30, 1943. Miss Terry has accepted another position.
2. Resignation of Mrs. Virginia Sees Yanz as stenographer in Farm Management, effective June 30, 1943.
3. Resignation of Annabelle Leak who was appointed as clerk in Farm Management, effective July 1, 1943. Miss Leak was previously employed on the labor payroll, and her resignation is effective on June 19, 1943.
4. Resignation of Mrs. Fred Taylor as stenographer in Education, effective June 30, 1943. Mrs. Taylor will join her husband who is in the Army.
5. Resignation of Mrs. Marie Obermark as stenographer in Horticulture, effective June 17, 1943.
6. Resignation of Doris Christiansen as stenographer in Music Extension, effective as of June 5, 1943.
7. Resignation of Mrs. Laura Jane Larson as stenographer in Economics, effective as of May 31, 1943. Mrs. Larson will join her husband who is in the Army.
8. Resignation of Merthyr L. Miner as Instructor and Research Assistant Bacteriology, effective July 15, 1943.

Appointments

Appointments

1. Appointment of Virginia Stewart as stenographer in Economics at a salary of \$1260 per year, effective June 15, 1943, to be paid from Extension funds. Miss Stewart replaces Laura Jane Larson.
2. Change in status of Mrs. Gloria Warnholtz from half-time to full-time stenographer in Education at a salary of \$1320 per year, effective July 1, 1943. Mrs. Warnholtz will replace Mrs. Fred Taylor who has resigned.
3. Appointment of Mrs. Kathryn Case as stenographer in Home Economics at a salary of \$1200 per year, effective July 1, 1943. Mrs. Case replaces Dorothy Jean Terry who has resigned.
4. Appointment of Lucille Gorman as stenographer in Horticulture Extension at a salary of \$660 per year for half-time work, effective July 1, 1943, and paid from Extension funds. Miss Gorman will also work half-time for the Michigan State Horticultural Society. She replaces Marie Obermark who has resigned.
5. Transfer of Helen Morehouse from her position in the Forestry Department to the position of stenographer in Poultry Extension at a salary of \$1320 per year, effective as of June 7, 1943. Miss Morehouse replaces Mrs. Katherine Krogness Weisner who has resigned.
6. Transfer of DeForest C. Alderman to the position of Research Assistant in Horticulture at a salary of \$2700 per year, effective for one year only beginning July 1, 1943. The salary is to be paid from funds allotted by the legislature for War Research work. Mr. Alderman has previously been employed as Assistant County Agricultural Agent in Berrien County at a salary of \$2400 per year.
7. Appointment of Leslie J. Zillman as Assistant County Agricultural Agent in Berrien County at a salary of \$2500 per year for one year only, effective July 1, 1943. Mr. Zillman replaces D. C. Alderman.
8. Transfer of E. Sheldon Markle to the position of Assistant County Agricultural Agent in Sanilac County, effective as of April 20, 1943. Mr. Markle has been employed previously as County Agricultural Agent at Large.
9. Appointment of Elwood Little as County Club Agent for Baraga County at a salary of \$150 per month for the period from July 1 to September 30, 1943. The salary is to be paid from the Emergency War Extension budget.

1930

Appointments

Appointments, continued

10. Appointment of Jerry H. Mandigo as Assistant County Agricultural Agent for VanBuren County at a salary of \$2500 per year for one year only, effective July 1, 1943. This is a new position to be paid from the Emergency War Extension budget.
11. Appointment of Albert C. Warne as District Club Agent in Montcalm, Gratiot and Ionia Counties at a salary of \$2100 per year for one year only, effective July 1, 1943. This is a new position to be paid from Emergency War Extension funds.
12. Appointment of the following instructors in Physics at the salaries indicated, effective for the period from June 21 to August 27, 1943:

Nathan L. Nichols, \$225 per month
 Bennie Pocus, \$225 per month
 Jacob Olthoff \$250 per month
 A. N. Nesman, \$225 per month
13. Appointment of the following instructors in the Speech Department:
 - a. Miss Jeanette Martin at a salary of \$200 per month for two months beginning July 1, 1943.
 - b. Mr. Kenneth Richards at a salary of \$200 per month for three months beginning July 1, 1943.
 - c. Miss Eleanor Chase at a salary of \$150 for the six weeks to be paid at the same time as other summer school salaries are paid.

Travel

Travel

1. Full expenses for Don Stark to attend a meeting on Livestock Marketing in Chicago on June 21, to be paid from Experiment Station funds.
2. Full expenses for H. A. Berg to attend a conference of representatives of the twelve North Central Stations in Milwaukee on June 24, payable from Experiment Station funds.
3. First-class railway fare only for B. K. Osborn and J. A. Strelzoff to attend the High Frequency Section of the American Institute of Electrical Engineers in Cleveland on June 24 and 25, payable from E.S.M.W.T. funds.
4. Full expenses for R. J. Baldwin to attend a meeting of AAA representatives in Milwaukee on June 25 and 26.
5. Full expenses for H. C. Moore to attend a meeting called by the Office of Price Administration relating to price control of seed potatoes, in Chicago on June 26, payable from Extension funds.
6. Full expenses for A. G. Kettunen and Byron Waddell to take part on the National Farm and Home Hour in Chicago on July 3.
7. Full expenses for O. E. Shear to attend the National Poultry Advisory Council in Chicago on July 19 and 20.
8. Full expenses for R. E. Marshall to attend the meeting of the International Apple Association in Chicago on August 3-5.

Reinstatement C. M. Cade

Miscellaneous

1. Reinstatement of C. M. Cade as Professor of Civil Engineering on a full-time basis at a salary of \$3600 per year, effective July 1, 1943. Professor Cade was granted a disability pension beginning January 1, 1943.
2. Payment of an additional \$56.25 to Richard C. Johnson, Research Assistant and Assistant Professor of Forestry. Mr. Johnson is employed on a cooperative arrangement with the Lake States Regional Forestry Substation.
3. Approval of the employment of Miss Helen Baeder on the Fish and Venison Project at a salary of \$100 for the month of July for half-time work. This is in addition to Miss Baeder's annual remuneration.
4. Approval of the payment to S. H. Dwight, Assistant Professor of Physics, the proportionate share of summer school salary to which he is entitled. Professor Dwight will teach through July 11 and will be on vacation through August 31.
5. Approval of the employment of Bernice Vollmer, Supervising Teacher and Instructor in Education, to assist in the Women's Land Army project at a salary of \$175 per month for the period from June 28 to August 31, 1943, and to be paid from the Emergency Farm Labor funds.
6. Approval of the employment of Mrs. Charlotte Vary, Housemother, to assist in the Women's Land Army project at a salary of \$125 per month for the period from June 21 to August 31, 1943, and to be paid from the Emergency Farm Labor funds.
7. Increase in salary for Miss Ruth Peck from \$3000 to \$3200 per year, effective July 1, 1943. Miss Peck is in charge of the Women's Land Army.
8. Increase in salary for Virginia Pung, stenographer in Engineering, from \$1380 to \$1500 per year, effective July 1, 1943.
9. Increase in salary for Ann F. Porter, stenographer in Agricultural Engineering, from \$1260 to \$1320 per year, effective July 1, 1943.
10. Approval of regular summer school pay of \$500 to Robert J. Patrick, Instructor in Bacteriology. Mr. Patrick is taking care of the Bacteriology stockroom and is teaching two credits in Bacteriology during the summer.

Add. \$56.25
paid Richard
Johnson.

Employ. Helen
Baeder fish
project.

S. H. Dwight
pd. prop. share
sms. salary.

Bernice Voll-
mer to assist
with Women's
Land Army

Also Mrs.
Vary

Increase in
salary Ruth
Peck

Increase in
salary Va.
Pung.

Increase in
salary for
Anne F. Porter

Approval s.s.
pay R. J. Pat-
rick.

PRESIDENT'S REPORT, continuedAdditional President's Report

1. Appointment of R. D. Wheeler as Assistant in Research for the period of July 1 to July 31, 1943, at a salary of \$150 to be charged to the emergency legislative fund set aside for the Department of Bacteriology for research.

2. The State Board of Control for Vocational Education has authorized the College to pay the vocational teachers direct from the College, and the College in turn is to be reimbursed by the Vocational Board. The people involved, their salaries, and the date they were transferred to the College payroll are as follows:

E. A. Lightfoot	\$3300, effective July 1, 1943
H. P. Sweany	3360, effective July 1, 1943
Hazel Hatcher	3250, effective July 1, 1943
Marguerite Lofink	2340, effective September 1, 1943
Meta Vossbrink	2900, effective July 1, 1943

3. Approval of a cooperative arrangement with the State Department of Health permitting Mr. Sabrosky to do certain work for the Health Department within the State of Michigan for which the Department of Health is to pay all of the travelling and miscellaneous expenses and the College will pay the salary. The work is to be completed by September 15, 1943.

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

RESIGNATIONS

1. Resignation of Harriet L. Bennett as stenographer in the Art Department, effective August 31, 1943. Mrs. Bennett is leaving with her husband who is in the Air Forces.
2. Resignation of Betty Jean Vogel as stenographer in Conservation Institute, effective July 15, 1943. Mrs. Vogel left with her husband who is in the Air Forces.
3. The following employees in the Accounting Office were transferred from the labor to the service payroll, effective July 1, 1943, but resigned before the payroll transfer became effective:

Anita Hope	Gloria Ruppe	Harry Bougher
Ruth Tanneyhill	Marjorie Doepker	Gwen Brown
Mary A. Leathers	Dorothy Ambrose	Betty Sanders
Virginia Schaaf		Mary Lou Pelletier

4. Report that Marjorie J. Showers, who was appointed as general assistant at the Library at the June meeting of the Board did not accept the position.
5. Report that John J. Cain was not permitted by the WNC to accept the position on the Campus Police Force to which he was appointed on July 1, 1943.
6. Resignation of M. Daniel Fullmer as part-time assistant in Drawing and Design, effective August 31, 1943. Mr. Fullmer is entering Chicago Seminary to prepare for the ministry.
7. Resignation of Laurel Davis as Assistant Professor of Foods and Nutrition, effective August 31, 1943.
8. Resignation of E. Clarence Oden as Assistant Professor of Chemical Engineering, effective August 31, 1943. Mr. Oden has accepted a position with the Mathieson Alkali Works, Inc.
9. Resignation of Thomas L. Caniff as Assistant Professor of Chemistry, effective August 31, 1943. Mr. Caniff has accepted a position with the American Can Company.
10. Resignation of Betty Dehn as Home Demonstration Agent in Grand Traverse, Leelanau, Manistee, and Benzie Counties, effective August 10, 1943. Miss Dehn has accepted a position with the American Red Cross.
11. Resignation of Marion Moore as Home Demonstration Agent in Genesee County, effective July 31, 1943. Miss Moore has accepted a position as Army dietitian.
12. Resignation of Mrs. Helen Burtraw as Assistant in Research in Bacteriology, effective July 15, 1943.
13. Resignation of Jacob M. Hage as graduate fellow in Chemistry (Parke, Davis and Company Fellowship), effective July 31, 1943.
14. The following graduate assistants who have been appointed for 1943-44 are unable to accept the appointments: Gilbert J. Thornton in Horticulture; John H. Koehneke and William D. Gordon in Chemistry; Betty Bullard in Bacteriology.

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

R.D.Wheeler
Asst. in Res.
month of
July.

College to
pay salaries
of vocational
teachers
direct - to
be reimbursed
by Voc. Bd.

Approval
cooperative
arrangement
Dept. Health
re: work by
Mr. Sabrosky

Resignations

1932

LEAVES

Leaves

1. Report that leave of absence for H. A. Cardinell is to be effective October 1, 1943. He was granted leave for one year at the Board meeting in June to work in Brazil for the OEM.
2. Leave of absence without pay for the month of August 1943 for Mrs. Olga Bird Nickle.
3. Leave of absence without pay for the month of August 1943 for H. P. Sweary, Assistant Professor of Education. This has the approval of the State Board of Control for Vocational Education.
4. Leave of absence without pay for four months for Dean W. Kuykendall, Assistant Professor of Journalism, effective September 1, 1943. Mr. Kuykendall is taking his wife, who is ill, to another climate.
5. Leave of absence without pay for one year for Buford H. Grigsby, Assistant Professor of Botany, effective September 1, 1943. Mr. Grigsby will work with the Bureau of Plant Industry in a study of a Russian rubber producing dandelion.
6. The following leaves of absence for military service are recommended, to be effective through August 31, 1944. These men have all been drafted.
 - a. Richard W. Bell, Extension Instructor in Farm Crops, effective August 1, 1943.
 - b. Leslie Peter Chiesa, employee in Buildings and Grounds, effective May 25, 1943.
 - c. Kenneth Earl Richards, employee in Buildings and Grounds, effective June 1, 1943.
 - d. Mercer H. Patriarche, Assistant Manager of the Book Store, effective June 15, 1943.
7. Leave of absence for military service through August 31, 1944, for Sidney H. Newman, Assistant Professor of Psychology and Philosophy. Dr. Newman has been commissioned Lieutenant (j.g.) in the Coast Guard. He was granted leave on April 4, 1942, to work with the Office of Facts and Figures.
8. Extension of leave of absence to August 31, 1944, for E. D. Longnecker, Extension Assistant in Soils. Mr. Longnecker is working with the State Selective Service, representing agriculture.
9. It is recommended that the following military leaves be extended through August 31, 1944:

Military
leaves ex-
tendedAgriculture

Kenneth J. Anderson, 4-H Clubs
 Frank M. Atchley, Farm Management
 John C. Doneth, Farm Management
 Maurice Frakes, Farm Crops
 Byron H. Good, Animal Husbandry
 Frank E. Haas, 4-H Clubs
 Henry L. Hansen, Forestry

Paul A. Herbert, Forestry
 James H. Husted, Forestry
 Raymond Klacke, County Agent
 Wilbur J. Lohr, Farm Mgt.
 Neil MacAllan, Farm & Horse
 Allan H. Mick, Soils
 Kauno J. Moilanen, County Agt.

Carl H. Moore, 4-H Clubs
 Eugene E. Olney, Forestry
 Nevils Pearson, 4-H Clubs
 R. E. Skog, Forestry
 T. G. Stebbins, Horticulture
 Roy Wortley, Forestry
 Howard C. Zindel, 4-H Clubs

Applied Science

John C. Clark, Physics
 Fred Foster, Geography
 Ray L. Harrison, Geology

Alton S. Kircher, Phys. Educ.
 Frank L. Koranda, Chemistry
 Charles N. McCarty, Chemistry

Howard N. Miller, Botany
 Franklin Sherman, Entomology
 Carl P. Swanson, Botany

Engineering

Wayne L. Cockrell, Mechanical
 Paul G. Gray, Electrical
 Alfred H. Leigh, Civil

Lyle W. Mabbott, Civil
 Wilburn J. McFarland, Civil
 Eldon H. Shotwell, Chemical

Liberal Arts

Joseph Bobbitt, Psychology
 Alonzo C. Cohen, Jr. Math.
 Milton B. Dickerson, Economics
 Joseph Evans, Music
 Leonard V. Falcone, Music
 Robert P. Falk, English
 Harold B. Fields, History
 Warren Fleishauer, English

Curnel Hampton, Speech
 C.C. Hurd, Mathematics
 Marshall M. Knappen, Hist.
 Leonard J. Luker, Educ.
 James W. Miller, History
 George N. Motts, Economics
 Milton Muelder, History
 Victor H. Noll, Education
 James A. Person, Art

Burdette Stampely, Speech
 Robert G. Turner, Speech
 Clarence R. VanDusen, Speech
 Geo. B. VanSchaack, Math.
 M. J. Williams, Education
 David Worcester, English
 John A. Yunk, English
 H. S. Patton, Economics

Veterinary

Wade O. Brinker, Surgery & Med.

Joseph M. Donaldson, Surg. & Med. Robert C. Townley, Bacty
 William F. Riley, Surg. & Med.

Accounting Office

Robert D. Angell, Accounting
 Harry G. Beeby, Accounting
 Charles Branz, Accounting
 Orville Everett, Accounting

Oren S. Frost, Accounting
 Marshall Goodwin, Acct.
 J. E. Jepson, Accounting
 Fred W. Kletke, Stores
 George Monroe, Accounting

Rex Norris, Accounting
 Clayton D. Otis, Stores
 Paul Rumpsa, Accounting
 George Thomas, Accounting

LEAVES, continued

9. Extension of Military Leaves (continued):

Military
leaves ex-
tended.Radio

John Blakeslee

Richard Cole
Ray J. Stanley

Linn P. Towsley

Buildings and GroundsAndrew Chlebo
Ray A. McGlaughlin
Dale RettengillNorman Sage
Robert H. TrippVincent Vanderburg
Luther A. Whipple
Frank WrightDormitories

James Kline

Ray Lamphear
Howard Taylor

Ralph Tieche

10. It is recommended that the following leaves for work in connection with the war effort be extended through August 31, 1944:

Richard A. Beth, Mathematics
Denzel C. Cline, Economics
John C. Davis, EconomicsE. A. Gee, Economics
Donald Hayworth, Speech
Richard G. Horton, Physiol.Henry E. Larzelere, Economics
Clement S. Logsdon, Economics
John W. Ruswinckel, Economics

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

APPOINTMENTS

Appointments

1. Transfer of Pearl Masseau from stenographer in Entomology to the Central Stenographic Office at the same salary of \$1500 per year, effective August 1, 1943.
2. Appointment of Lillian F. Smith as stenographer in Entomology at a salary of \$1380.00 per year, effective August 1, 1943, to replace Pearl Masseau.
3. Appointment of Mrs. Georgia King as stenographer in Music Extension at a salary of \$1320 per year, effective July 1, 1943, and paid from Extension funds. Mrs. King replaces Doris Christiansen who has resigned.
4. Appointment of Dorothy Louise Krentel as clerk in Geology and Geography at a salary of \$1320 per year, effective August 1, 1943. Miss Krentel replaces Lois Lenton who has resigned.
5. Appointment of Ann Long as clerk at the Health Service at a salary of \$1200 per year, effective for the period from July 16 through July 30, 1943. This is a new position.
6. Appointment of Mrs. Myrnarose Maybury as clerk at the Health Service at a salary of \$1320 per year, effective July 30, 1943, to replace Ann Long.
7. Appointment of Betty Iris Gill as clerk in the Comptroller's Office at a salary of \$1320 per year, effective July 1, 1943, to replace Anita Hope (salary \$1440) who has resigned.
8. Appointment of J. Maudene Hickey as clerk in the Comptroller's Office at a salary of \$1560 per year, effective July 1, 1943, to replace Ruth Taneyhill (salary \$1800) who has resigned.
9. Appointment of Evelyn E. Laubaugh as clerk in the Comptroller's Office at a salary of \$1440 per year, effective July 1, 1943, to replace Mary A. Leathers, salary \$1380, who has resigned.
10. Appointment of Helen Bos as clerk in the Comptroller's Office at a salary of \$1440 per year, effective July 1, 1943, to replace Virginia Schaaf (salary \$1440) who has resigned.
11. Appointment of Virginia Powelson as clerk in the Accounting Office at a salary of \$1320 per year, effective July 1, 1943, to replace Gloria Ruppe (salary \$1320) who has resigned.
12. Appointment of Norma E. Taschner as Machine Operator in Tabulating at a salary of \$1500 per year, effective July 1, 1943, to replace Marjorie Doepker (salary \$1440) who has resigned.
13. Appointment of Mary Ruth Szedlak as stenographer in the Mimeograph Department at a salary of \$1440 per year, effective July 6, 1943, to replace Dorothy Ambrose (salary \$1080) who has resigned.
14. Appointment of Elizabeth C. Dunn as clerk in the Mimeograph Department at a salary of \$1440 per year, effective July 1, 1943, to replace Harry Bougher (salary \$1440) who has resigned.
15. Appointment of Madeline B. Kain as clerk in Stores at a salary of \$1200 per year, effective July 1, 1943, to replace Gwen Brown (salary \$720 for half-time) who has resigned.
16. Appointment of Geraldine P. Hartig as clerk in Accounting at a salary of \$1320 per year, effective July 1, 1943, to replace Betty Sanders (salary \$1320) who has resigned.

APPOINTMENTS, continued

17. Appointment of Evelyn R. Rauner as clerk in Purchasing at a salary of \$1320 per year, effective July 1, 1943, to replace Mary Lou Pelletier, (salary \$1320) who has resigned.
18. Appointment of Jean M. Sussex as stenographer in Farm Management at a salary of \$1260 per year, effective July 15, 1943, and paid one-half from Extension and one-half from College funds. She replaces Mrs. Virginia Yanz (salary \$1500) who has resigned.
19. Appointment of Helen Georgia Greene as clerk in the Comptroller's Office at a salary of \$1440 per year, effective August 2, 1943, to replace Mrs. Marion Ott (salary \$1440) who will leave soon.
20. Appointment of Mrs. Shirley Tompkins as stenographer in Education at a salary of \$100 per month for the period from August 2 to September 15, 1943, to replace Mrs. Gloria Warnholtz who has resigned.
21. Appointment of Ruby L. Collins as general assistant at the Library at a salary of \$1800 per year, effective September 1, 1943, to replace Suzanne Gage who has resigned.
22. Appointment of Mrs. Stuart A. Gallacher as a special teacher of Shorthand at a salary of \$100 for the six-week period from June 22 to July 30, 1943.
23. Reinstatement of Dr. Paul Dressel at his former salary of \$3200 per year, effective July 30, 1943. Dr. Dressel is paid for half-time in the Orientation Office under the direction of Mr. Crowe and is available half-time to the Department of Mathematics. He has been on leave working with the Army STAR program.
24. Transfer of Benjamin Westrate to District 4-H Club Agent in Tuscola and Huron Counties and a salary increase from \$2300 to \$2500 per year, effective August 1, 1943. Mr. Westrate was formerly Agent in Huron, Tuscola, Bay and Midland Counties. An inter-county travel allowance is also recommended amounting to \$200.00.
25. Appointment of Gould Sherwood Pinney as District 4-H Club Agent in Isabella, Bay, and Midland Counties at a salary of \$2100 per year with a travel allowance of \$900, effective for the period from August 1, 1943 to June 30, 1944, and paid from the War Emergency Extension funds.
26. Transfer of Louie Webb to District 4-H Club Agent in Lapeer, St. Clair, and Sanilac Counties and an increase in salary from \$2300 to \$2500 per year, effective September 1, 1943. Macomb County was formerly in Mr. Webb's district.
27. Transfer of Hildred J. Hart to District 4-H Club Agent in Washtenaw and Livingston Counties at the same salary of \$2400 per year, effective August 21, 1943. Oakland County was formerly in Mr. Hart's district.
28. Appointment of Raymond Paul Teschler as District 4-H Club Agent in Macomb and Oakland Counties at a salary of \$2200 per year on a permanent 12-month basis, effective August 9, 1943. An inter-county travel allowance of \$200 is also recommended. This is a new district. Mr. Teschler is considered a replacement for E. C. Pagel, resigned.
29. Appointment of Robert W. Ries as District 4-H Club Agent in Antrim, Grand Traverse, Leelanau and Benzie Counties at a salary of \$2400 per year for the period from August 1, 1943, to June 30, 1944, and paid from the War Emergency Extension funds. This is a new position.
30. Appointment of Cyril J. Hemmer as District 4-H Club Agent in Mason, Lake, Manistee, and Wexford Counties at a salary of \$2100 per year for the period from July 15, 1943, to June 30, 1944, and paid from the War Emergency Extension funds. This is a new position.
31. Appointment of Vernon F. Hinz as Assistant County Agricultural Agent in Kalamazoo County at a salary of \$2500 per year, effective for the period from July 21, 1943 to June 30, 1944, and paid from the War Emergency funds. This is a new position.
32. Appointment of William L. Battan as Assistant County Agricultural Agent in Gratiot County at a salary of \$2500 per year for the period from July 8, 1943, to June 30, 1944, and paid from War Emergency Extension funds. This is a new position.
33. Transfer of Beatrice C. Frangquist from Home Demonstration Agent at Large to Home Demonstration Agent in Lenawee County and an increase in salary from \$1900 to \$2100 per year, effective August 15, 1943. This is a new position, paid from War Emergency Extension funds.
34. Appointment of Lilas Frost as Home Demonstration Agent in Genesee County at a salary of \$2200 per year on a permanent 12-month basis, effective August 15, 1943. Miss Frost replaces Marian Moore (salary \$2300) who has resigned.
35. Appointment of Mrs. Lowena L. Murphy as Home Demonstration Agent at Large at a salary of \$1900 per year on a permanent 12-month basis, effective September 1, 1943. Mrs. Murphy replaces Beatrice Brangquist who is being transferred.
36. Appointment of Mrs. Alice H. Bartlett as Home Furnishing Specialist at a salary rate of \$2400 per year, effective for four months beginning September 1, 1943, and paid from Extension funds. Mrs. Bartlett will partially replace Miss Ruth Peck.
37. Appointment of George J. Wallace as Assistant in Research in Zoology at a salary of \$167 per month, effective for the period from July 1, 1943 to September 30, 1943, and paid from the Emergency War Research funds. Dr. Wallace will do research work on the utilization of fish.

APPOINTMENTS, continued

Appointments

38. Appointment of Arthur Leslie Neal as Research Assistant in the Chemistry Experiment Station at a salary of \$3000 per year on a permanent 12-month basis, effective September 1, 1943. Mr. Neal will replace Paul W. Morgal (salary \$3300) who has resigned.
39. Appointment of Mrs. Edith Rasmussen as Research Assistant in Dairy Husbandry at a salary of \$200 per month for six months beginning August 1, 1943. Mrs. Rasmussen will temporarily replace E. B. Hale who has resigned.
40. Appointment of Lynn S. Robertson, Jr., as Assistant in Research in Soils at a salary of \$1400 per year for one year only, effective September 1, 1943, and paid one-half from Purnell funds and one-half from Experiment Station funds, in lieu of two graduate assistantships.
41. Appointment of Mrs. Elizabeth Bullard as Assistant in Research in Chemistry Experiment Station at a salary of \$1800 per year on a permanent 12-month basis, effective September 1, 1943. Miss Bullard replaces Evelyn Sanders (salary \$1200) who has been transferred.
42. Appointment of Bernice Bollinger as Assistant in Research in Foods and Nutrition at a salary rate of \$1700 per year, effective for one year only beginning September 1, 1943, and paid from Purnell funds. Miss Bollinger replaces Rosalie Beltz (salary \$1500) who has resigned.
43. Appointment of Jessie Louise Finley as Assistant in Research in Foods and Nutrition at a salary rate of \$2100 per year, effective for the period from August 15, 1943, to June 30, 1944, and paid from the War Emergency Research funds. This is a new position.
44. Appointment of Esther Everett as Instructor and Assistant in Research in Home Management and Child Development at a salary of \$2400 per year plus room, effective for one year only beginning September 15, 1943 and paid one-half from College and one-half from Purnell funds. Miss Everett will replace Evelyn Zwemer who is on leave.
45. Appointment of Barbara Elisabeth Newcombe as Assistant in Research in Foods and Nutrition at a salary of \$2100 per year, effective for the period from August 15, 1943, to June 30, 1944, and paid from the War Emergency Research funds. This is a new position.
46. Appointment of Anna Louise Kelley as Assistant in Research in Foods and Nutrition at a salary of \$2100 per year, effective for the period from August 1, 1943, to June 30, 1944, and to be paid from the War Emergency Research funds. This is a new position.
47. Reinstatement of Clayton R. Watts as Instructor in Sociology at a salary of \$2320 per year, effective July 15, 1943. Mr. Watts is teaching now in the Army Area and Language School.
48. Appointment of Barbara Howe as secretary-librarian in the Art Department at a salary of \$1800 per year, effective September 1, 1943, on a permanent 12-month basis. This is a replacement for Mrs. Harriet Bennett and partially a new position.
49. Appointment of Bernard J. Knittel as Instructor in Speech and Dramatics at a salary of \$2500 per year, for one year, effective July 1, 1943. Mr. Knittel replaces William Whitaker (salary \$2100) who has resigned.
50. Appointment of William R. Sur as Associate Professor of Music at a salary of \$3400 per year on a permanent 10-month basis, effective September 1, 1943. Mr. Sur replaces Miss Josephine Kackley.
51. Appointment of Rosalind Blue Mentzer as Instructor in Education at a salary of \$2200 per year on a permanent 10-month basis, effective September 1, 1943. Her salary will be paid by the College but reimbursed 75 percent by the State Board of Control for Vocational Education and 12½ percent by the Williamston Board of Education. She replaces Catherine Campbell (salary \$2100) who has resigned.
52. Appointment of Jane S. Kilian as stenographer in Journalism at a salary of \$660 per year for half-time work, effective August 15, 1943, to replace Mary Gebhard (salary \$660) who has resigned.
53. Appointment of M. Lois Calhoun as Instructor in Anatomy at a salary of \$2000 per year on a permanent 12-month basis, effective September 1, 1943. Miss Calhoun replaces M. D. Eggleston (salary \$2000) who has resigned.
54. Appointment of John Newman as Instructor and Research Assistant in Bacteriology at a salary of \$2400 per year on a permanent 12-month basis, effective August 1, 1943, and paid \$2000 from College funds and \$400 from Experiment Station funds. Mr. Newman will replace M. L. Miner (salary \$2200) who has resigned.
55. The following recommendations are made appointing temporary help in the teaching of the Army courses. Unless otherwise indicated all appointments are for an indefinite period.
 - a. The following instructors are recommended in the Department of Physical Education for Men: Kenneth Hawk at a salary of \$250 per month for the period from July 24 to August 21, 1943. Mr. Hawk will replace Mr. Heppinstall who is on vacation. Tierra K. Koski at a salary of \$250 per month, effective July 1, 1943.

APPOINTMENTS, continuedA
Appointments

55. Appointments teaching army courses, continued:
- b. Scott Pauley in Geography at a salary of \$200 per month, effective July 1, 1943.
 - c. Hallie Smith in History at a salary of \$200 for the four weeks beginning July 26, 1943.
 - d. The following instructors are recommended for half-time work in the English Department:
Mrs. Melba J. Babington at \$100 per month, effective July 12, 1943.
Mrs. Herbert Weisinger at \$100 per month, effective July 12, 1943.
 - e. The following instructors are recommended in the Mathematics Department:
Marian H. Michmerhuizen at \$200 per month, effective July 12, 1943.
John N. Moore at \$200 per month, effective July 26, 1943.
 - f. The following instructors are recommended in the Foreign Languages Department;
Mrs. Ingaborg Erskine at \$100 per month, effective August 4, 1943.
Michael D. DeSantis at \$250 per month, effective July 17, 1943.
Anton Napoli at \$250 per month, effective July 14, 1943.
Mrs. Frank Paradise at \$200 per month effective July 14, 1943.
Mrs. Muriel Leonhardt at \$200 per month, effective July 14, 1943.
Mrs. Margaret Hoppe at \$200 per month, effective July 14, 1943.
Mrs. C. L. Miller at \$200 per month, effective July 14, 1943.
Miss Consuelo Rodriguez at \$200 per month, effective July 15, 1943.
John Iuele at \$250 per month effective July 14, 1943.
Rafael Moyano at \$250 per month, effective July 14, 1943.
Serafina Sorzano at \$200 per month, effective July 19, 1943.
John P. Alvir at \$250 per month, effective July 26, 1943.
Joseph A. Russo at \$250 per month, effective July 19, 1943.
56. Appointment of Mrs. Blanche F. Erkel as half-time graduate assistant in Foods and Nutrition for 1943-44, to be paid from the War Emergency Research funds.
57. Appointment of Edna E. Leffler as half-time graduate assistant in Food and Nutrition for 1943-44, to be paid from the War Emergency Research funds.
58. Appointment of Donald H. Baker as graduate fellow in Chemistry on the Parke, Davis and Company Fellowship at a salary of \$50 per month for the period from September 1, 1943, to July 31, 1944. Mr. Baker replaces Jacob M. Hage who has resigned.
59. The following half-time graduate assistantships are recommended for 1943-44:
- Bacteriology - Appointment of Eleanor L. Gilmore to replace Betty Bullard.
 - Dairy Husbandry - Reappointment of Isaac Peters and Thomas Reid.
 - Home Economics - Reappointment of Dorothy Werth in HM & CD.
 - Appointment of Gertrude Einheit in HM & CD to replace Carrie McLain
 - Appointment of Margaret Mary Childs to a new position in the Laundry
 - Appointment of Ruth Marian Heitz to a new position in TC & RA, to be paid from Emergency War Research funds.
 - Appointment of Elizabeth Gruginskis to a new position in Institution Administration, to be paid from Experiment Station funds.

On motion of Mr. Brody, seconded by Mr. Jakway, it was voted to approve the Appointments.

TRAVEL

Travel

1. Full expenses for Tom King to visit Cornell, Columbia, Yale, Pennsylvania, Lehigh, Purdue, Indiana, and Chicago Universities in connection with his study relative to a central placement office for Michigan State College.
2. Full expenses for G. J. Bouyoucos to spend a few days with the Eimer and Amend Company in New York City in connection with securing special equipment necessary in his research work, to be paid from Experiment Station funds.
3. Full expenses for W. L. Mallmann to go to Chicago on July 12 on research pertaining to the American Institute of Poultry Industries.
4. Full expenses for N. L. Partridge and C. E. Millar to attend the meeting of representatives of the National Fertilizer Association and the War Food Administration in Chicago in July. Mr. Partridge's expenses are to be paid from Experiment Station funds, and Mr. Millar's from Extension funds.
5. Full expenses for R. H. Young to attend the summer meeting of the Eastern Intercollegiate Association in New York City on July 28 and 29.
6. Full expenses for T. A. Merrill to confer with college representatives at the University of Illinois on August 4 and 5 with reference to research work in connection with the handling of peaches; to be paid from Experiment Station funds.
7. Full expenses for Dean E. L. Anthony to attend a meeting at Ohio State University on August 10 to discuss programs of rehabilitation work in the general field of agriculture.

TRAVEL, continued

Travel

8. Full expenses for J. H. Muncie and Don Cation to attend a meeting of Plant pathologists at Purdue University on August 12 and 13; to be paid from Experiment Station funds.
9. First-class railway fare only for Irma Gross to attend a conference on simplification of household work at Purdue University on August 16-28.
10. First-class railway fare only for E. T. Hallman to attend the meeting of the American Veterinary Medical Association in St. Louis on August 25 and 26.
11. First-class railway fare only for C. F. Cairry to attend the meeting of the American Veterinary Medical Association in St. Louis on August 28 and 29.
12. First-class railway fare only for C. R. Hoffer to attend the Cooperative Study Summer Workshop in Chicago; expenses to be paid from the Cooperative Study funds.
13. First-class railway fare only for C. C. DeWitt to attend the meeting of the American Chemical Society in Pittsburgh on September 6-10.
14. Full expenses for R. C. Huston to attend the meeting of the American Chemical Society in Pittsburgh on September 6-10.
15. First-class railway fare only for one member of the Mathematics Department to attend the meeting of the American Mathematical Society and the Mathematical Association of America at Rutgers University on September 11-13. Er. Frame and Dr. Grove will share this allowance.
16. First-class railway fare only for K. T. Wright and E. B. Hill to attend the American Farm Economic Association meetings in St. Louis on September 15 and 16.

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

MISCELLANEOUS

Report on death of former students

1. Report of the death of former students as follows:

Robert Joseph Hanish (1st Lt.) was killed on June 2, 1943, in an airplane crash near Castroville, Texas. He was a student the year 1940-41, entering as a sophomore in the Engineering Division.

Pvt. William E. Norton died of pneumonia at Fort Francis E. Warren, Wyoming, on June 7, 1943. He was enrolled in the Business Administration course from 1940-43 and was called with the enlisted reserves in April.

1st Lt. Donald A. Rowden died June 11, 1943, in a prison camp in Japan. He graduated in Engineering on June 10, 1940.

Robert E. Hetrick was killed in an airplane accident at Mitchell Field, New York, on July 18, 1941. He was enrolled three years and two terms in Forestry.

1st Lt. Olin E. Krieg of the Marine Air Corps was killed May 11, 1943, in an airplane accident in San Diego, California. He was enrolled in Applied Science in the fall of 1939.

2nd Lt. Edward Charles Leach of the Army Air Forces was killed in an airplane accident in Florida on June 6, 1943. He was enrolled in the Engineering Division in 1940-41.

Lt. Kenneth Keith Phillips, bomber pilot with the Army Air Forces, has been reported killed in action in the eastern theater of operations on June 13, 1943. He was enrolled as a sophomore in Forestry in 1940-41.

Captain Irving B. Sherman was killed on June 22, 1943, in a railroad accident near Camp Davis, North Carolina, where he was stationed with an anti-aircraft battalion. He graduated in 1940 from the Engineering Division.

Lt. Lt. Edwin M. Hankinson, a navigator in the Army Air Forces, was killed on June 26, 1943, in a bomber crash near Fort Fairfield, Maine. He graduated in Agriculture in 1939.

Corporal Verne L. Sharp was killed on June 26, 1943, in a bomber crash near Panama City, Florida. He enrolled in Business Administration in the fall of 1940.

Lt. Raymond C. Zettel, a West Point graduate of the class of January 1943, was killed in a plane crash near Saluda, Virginia, on June 29, 1943. He was enrolled in Engineering 1938-39.

Lt. (J.G.) Douglas G. MacDonald of the Naval Air Corps was killed in a plane crash on July 9, 1943, near Marine Corps Air Station at Cherry Point, North Carolina. He was enrolled in the Police Administration course in 1938-39.

Captain Seymour G. Knight of the Army Air Forces was killed in a mid-air collision of two army planes over Wright Field, Ohio, on July 9, 1943. He was enrolled in Liberal Arts from 1937-41.

Ensign Robert J. Haggerty of the Naval Air Corps was killed April 14, 1943 in a plane crash near Seattle, Washington. He was enrolled as a sophomore in Hotel Administration 1940-41.

1st Lt. Donald W. Merrill of the Army died on July 1, 1943, in a Japanese prison camp in the Philippine Islands. He graduated in Engineering on June 11, 1934.

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

MISCELLANEOUS, continued

Acceptance ck.
Cooperative
Mills for
\$1000.00

2. Acceptance of a check in the amount of \$1000 from The Cooperative G. L. F. Mills, Inc., of which A. L. Bibbins is President and General Manager. The allocation of the money is left to the Administration of the College; but the donors have suggested that it be used to further seed work either in research or in helping students to further their education, or a portion of it may be used for the "Friends of the Library" program.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted that this gift be accepted and that \$250.00 be used in the "Friends of the Library" program and \$750.00 in the G.L.F. Fund to Aid Agricultural Students.

Acceptance
check W.K.
Kellogg

3. Acceptance of a check in the amount of \$3500 from W.K. Kellogg for the remodeling of the dairy and calf barns at the Kellogg Farms.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve acceptance of the above-mentioned check.

Acceptance
check from
Balshaw Mfg.
Co.

4. Approval of a memorandum of understanding and acceptance of a check for \$250.00 from the Balshaw Manufacturing Company of Greenville, Michigan, to be used in connection with a study of the deterioration of certain fruits and vegetables that takes place while they are on display shelves of the retail stores. The Company will grant another \$250.00 at a later date, making the total donation \$500.00.

Renewal Parke
Davis Fellow-
ship.

5. Renewal of the Parke, Davis and Company Fellowship in the Department of Chemistry for the period from September 1, 1943 to July 31, 1944.

Cont.agree-
ment Fed.Sec.
Agency
Renewal con-
tract Army
Air Forces.

6. Approval of the continuation of the agreement with the Federal Security Agency covering research work which Dr. Huddleson is doing for them.
7. Report on the renewal of the training unit contract with the Army Air Forces for the fiscal year beginning July 1, 1943, and ending June 30, 1944.

Additional
pay staff
members for
work athletic
season.

8. Report of additional pay to staff members for work during the spring athletic season as follows:

C. W. Carlson	\$11.25	John M. Kutt	\$15.00	R. M. Warren	\$12.50
R. J. Davis	6.75	Dorothy Scott	3.00	R. C. Whiting	6.00
		E. C. Tabor	11.25		

Cancellation
leave G. C.
Pierce.

9. G. C. Pierce, Dormitory employee, was granted leave of absence for military service, effective January 1, 1943. He was released from military service in March 1943 and accepted employment in a defense industry. His leave should be terminated as of March 1943.

Cancellation
leave L. R.
Pulver

10. Laurence R. Pulver, Buildings and Grounds employee, was granted leave of absence for military service, effective May 1, 1942. He was released from military service to work on his father's farm, and his leave should be terminated as of May 25, 1943.

Transfer
Lucile Price.

11. Transfer of Lucile Price from full-time Instructor in Music to $\frac{1}{2}$ time Music and half-time in the Library, with her salary of \$2100 divided equally between Music and the Library, effective July 1, 1943.

Approval of
changes in
History Dept.

12. Dean Emmons recommends the following changes in the History Department, effective September 1, 1943:

- a. Transfer of E. B. Lyon to Associate Professor of History and Political Science at a salary of \$3700 per year. Professor Lyon has been acting head of the department at a salary of \$4000 during the past year.
- b. Appointment of H. H. Kimber, Associate Professor of History and Political Science, as Acting Head of the Department with an increase in salary from \$3600 to \$3900 per year, effective for one year only.

Increase in
salary Rose
M. Wozniak

13. Increase in salary from \$1380 to \$1440 per year for Rose Marie Wozniak, stenographer in the Extension Office, effective August 1, 1943.

Increase in
salary Vir-
ginia Stewart

14. Increase in salary from \$1260 to \$1320 per year for Virginia Stewart, stenographer in Economics Extension, effective August 1, 1943.

Increase in
salary Donald
Stark

15. Increase in salary from \$3200 to \$3500 per year for Donald Stark, Extension Assistant in Agricultural Economics, effective August 1, 1943. Mr. Stark has been offered a permanent position with the Federal Office of Extension at a higher salary.

Increase in
salary Jessie
Marion

16. Increase in salary from \$2620 to \$2820 for Miss Jessie Marion, Extension Assistant in Home Economics (Home Furnishing), effective August 1, 1943. Miss Marion is carrying part of the responsibilities of Miss Ruth Peck.

Appt. W. M.
Southworth
expired June
30, 1943.

17. Report that the appointment of Wilda M. Southworth, Assistant in Institution Administration expired on June 30, 1943. Miss Southworth was appointed through June 30, 1944, but this was an error. Her services have now been terminated.

On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to approve Miscellaneous Items 4 to 17 inclusive.

MISCELLANEOUS, continued

18. Dean Emmons recommends that the College pay \$78.75 to Catherine Campbell and to Marguerite Lofink, supervising teachers in Home Economics. This amount was due when the fiscal year ended July 1. The College will be reimbursed at the end of the fiscal year ending June 30, 1944, by the State Board of Control for Vocational Education.
19. To clarify the status of Richard C. Johnson in Forestry, the following action is required: In addition to the allowance previously authorized to adjust the situation which has arisen due to confusion as to amounts to be paid him by the Great Lakes Forest Station and the College, he is to be paid an additional \$9.37 as final adjustment in salary to July 1, and at the rate of \$150 per month effective July 1, 1943.
20. Approval of the summer session payroll as submitted by Director Crowe in the amount of \$95,430.23 for the first six-week period.
21. Presentation of a bill in the amount of \$150 from Dr. H. W. Gehring for a knee operation for Jack Daniels, a student who was injured in intramural basketball.
22. Recommendation for the payment of \$323.95 to Fay E. Remus, Buildings and Grounds employee, as compensation for time lost due to an injury received while working which necessitated a hernia operation.
23. Statement from Shields, Ballard, Jennings and Taber in the amount of \$155.95 for services rendered during the months of April, May, and June.
24. The following statements have been received from the City of East Lansing:

50% of cost of operation of East Lansing Sewage Treatment Plant for period from July 1, 1942 to June 30, 1943	\$5,561.33
Operation of East Lansing Police Department:	
7½ mo. @ \$1000 per year	\$624.98
4½ mo. @ \$1400 per year	<u>524.97</u>
	<u>1,149.95</u>
	\$6,711.28

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve Miscellaneous Items No. 18 to 24 inclusive.

25. Presentation of the proposed budgets for the 1943-44 Lecture-Concert Series and for the 1943-44 World Adventure Series.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the following numbers on the Lecture-Concert Series:

Jan Struther		Ballet Theater	\$2,500.00
Author of "Mrs. Miniver"	\$ 350.00		
"Faust" - Wagner Opera Co.	2,500.00	Sigmund Romberg's Orchestra	2,750.00
Cecil Brown		Gerald Wendt	
News Commentator	500.00	Science Editor of Time	200.00
Cleveland Symphony Orchestra	2,500.00	Margaret Bourke-White	
		Life Magazine Photographer	400.00
Edward Weeks		Emily Kimbrough	
Editor Atlantic Monthly	300.00	Author and former Editor of Ladies Home Journal	350.00

26. Recommendation that the Police Administration budget be continued in the amount of \$300 for the year 1943-44, and an appropriation be made for that purpose.

27. Request for the allocation of \$2430 from War Emergency Extension funds for travel expense money, as follows:

Albert Warne, Gratiot, Montcalm and Ionia Counties	\$810
Robert Ries, Antrim, Benzie, Grand Traverse, and Leelanau	810
Cyril Hemmer, Mason, Lake, Osceola, and Wexford	810

28. Request for an appropriation of \$200 to cover the use of the Fairchild Theater as follows:

FBI Conference, June 18	\$ 50.00
4-H Club Week, June 28-30 @ \$50	150.00

29. Extension of the lease with Miss Orletta Hansen on the Taft Cooperative House for a period of three years, effective August 1, 1943, at \$1000 per year.

30. Extension of the lease with Margaret D. Potter on the Potter House for a period of three years at \$1000 per year, effective September 1, 1943.

31. Report that the lease with Mr. Ayrs on the Rochdale Cooperative House has been extended for one year at the same rate of rental.

32. Consideration of the purchase of 80 acres of cutoverland which is within the border line of the Dunbar Tract, at a purchase price of \$500.00 for the 80 acres.

College to
pay C. Camp-
bell and M.
Lufink \$78.75

Status of
Richard John-
son clarified

Approval
s.s. payroll
for 1st 6-
wk. period
Payment bill
\$150 knee
operation
J. Daniels
\$323.95 pd
to Remus
time lost

Approval state
ment Shields,
Ballard, Jen-
nings & Taber

Approval
statements
from City of
East Lansing

Approval
Lecture-Con-
cert Series

Police Admin-
istration
budget con-
tinued.

Allocation of
\$2430 from
War Emergency
Ext. funds.
for travel
expense.

Approval
appropriations
auditorium

Extension of
leases with
Orletta Hansen

Margaret Potter

O. J. Ayrs

Purchase of
80 acres of
cutoverland
near Dunbar
tract.

1940

August 5, 1943

MISCELLANEOUS, continued

Approval construction of dam Lake City Station.

33. The Lake City Chamber of Commerce offers to contribute \$350 toward the cost of construction of the dam on the Lake City Station. The dam is necessary to provide water for irrigation purposes, but is of interest to the citizens of Lake City as it contributes to the maintenance of proper water levels in Missaukee Lake.

Approp. \$12,000 for cleaning Union

34. Request for an appropriation of \$12,000 (or \$1000 per month) for maintaining the cleaning department at the Union Building.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve Miscellaneous Items 27 to 35 inclusive.

Appropriation \$123.50 - shortage collection of fees

35. There was a shortage in the collection of fees for the fall term 1942 in the amount of \$123.50. An appropriation is requested to take care of this shortage.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to authorize an appropriation to cover the shortage in collection of fees for fall term 1942.

No action war damage to fraternities

36. Consideration of the desirability of carrying war damage insurance on the fraternity houses.

No action.

No action disposition certain bonds.

37. Consideration of the disposition of two \$1000 Jefferson Parish, Louisiana, 3rd Drainage District 5% bonds, now listed as of no value.

No action.

College to open accounts Hastings City Bank, Traverse City Bank and Farm. & Mer. Bk Alden

38. Recommendation from Mr. Wilkins that the College open accounts not to exceed \$5000 in the Hastings City Bank, Hastings; the Traverse City State Bank, Traverse City; and the Farmers and Merchants Bank, Alden. This would be a convenience in handling the funds of the Emergency Farm Labor camps which have been established in these areas. And an authorization should be given for deposit of not to exceed \$5000 in other substantial banks guaranteed by F.D.I.C. in other areas where it seems desirable to establish such accounts.

On motion by Mr. Akers, seconded by Mr. Berkey, it was voted to authorize the Comptroller to open accounts with banks in Michigan guaranteed under the Federal Deposit Insurance Corporation in amounts not to exceed \$5000 where it is desirable to do so in handling Emergency Farm Labor funds.

39. The President recommends the following reorganization:

It is proposed to group together all of the general service departments in the institution to be responsible to a manager of all service enterprises.

Included in this group of activities are the College Book Store, Laundry, Mimeograph Department, Photographic Department, Service Garage, Tabulating Department.

The manager of these services is to be responsible to the Comptroller.

Where activities of any of these departments have been in the past or will be in the future used to advantage by the teaching departments, it is understood that every cooperation is to be accorded the teaching departments. Facilities are to be made available for laboratory use to the extent that it is possible to do so without seriously hampering operations required to service the institution.

In the case of the laundry responsibility for the management will cease to be in the Home Economics Division, but it is expected that this is not to interfere with the teaching of classes in this field and the new manager will cooperate fully. The young woman recently hired as a graduate student is to be utilized by the manager in the laundry so that her status is not to be jeopardized. She will be responsible to the new manager of the services, however, rather than to Mrs. Ehlers.

On motion of Mr. Brody, seconded by Mr. Jakway, it was voted to approve this new reorganization.

Agreement Kellogg Foundation & Dept Education re: cooperative studios in rural education.

40. The Kellogg Foundation are willing to cooperate with the Department of Education to the extent of providing \$6800 per year for cooperative studies in rural education, the funds to be used as follows:

Scholarships for 25 students at \$75 per six-weeks period during winter term plus \$15 each for traveling expense	\$2250
The same arrangement for 25 students spring term	2250
1/2 salary of field consultant and director for year	1800
Travel expense for field consultant and director, year	500

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the arrangement with the Kellogg Foundation for this year.

Approval additional payments doctors at Health Service.

41. An additional payment to the physicians at the Health Service equal to one-half of the summer school pay granted to full-time teachers, for the present summer only. The Army training program requires the Health Service staff to be on the job continuously throughout the summer, making the usual vacations impossible. The actual payment will amount to \$500 each for Dr. Holland, Dr. Atkinson, and Dr. Folkers.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to authorize the above-mentioned additional payments to the physicians at the Health Service.

MISCELLANEOUS, continued

42. Increase in salary for Director S. E. Crowe from \$6000 to \$6500 per year, effective July 1, 1943

Increase in
salary for
S. E. Crowe

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve the increase in salary for Director Crowe to \$6500 per year.

43. The Reniger Construction Company has estimated the cost of alterations and repairs for the various fraternity houses at a total of \$3748. This exceeds the amount provided by the Army by approximately \$500. Architects and contractors are revising plans to get within the amount allowed by the Army, if possible.

Alterations
& repairs to
frat. houses
estimated at
\$3748

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to proceed with the work at an amount not to exceed \$500 more than the original estimates, and the Comptroller was instructed to collect the entire cost from the Army if possible.

44. Communication from Ed A. Nowack of the Michigan State Digest.

Communication
Ed A Nowack

It was decided by the Board to instruct Mr. McDonel to advise Mr. Nowack of the interest of the Board and the College in promoting friendly relations with the Pan-American countries, but that at the present time no funds are available for commercial advertising for this purpose.

45. Approval of granting degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the summer session, July 30, 1943:

Approval
degrees
granted
summer ses-
sion 1943.

DIVISION OF AGRICULTURE

Degree:

Bachelor of Science in Agriculture

Edgar Walfred Granskog
William Henry Kennedy

Einer Gerald Olstrom

Raymond Paul Teschler
John Searles Weaver

DIVISION OF ENGINEERING

Degree:

Bachelor of Science in Chemical Engineering

Paul Pete Chevis

Degree:

Bachelor of Science in Electrical Engineering

George Leo Moon

DIVISION OF HOME ECONOMICS

Degree:

Bachelor of Science in Home Economics

Martha Jane Bauer
Harriett Janet Beckman
Corinne Burns
Monica Ruth Harland
Jean Elizabeth Holznagle
Esther Alice Hubbard
Bonita Mae Lesselyong

Phyllis Jane Edwards
Geraldine Margaret Finlan
Ardis Jean Gute
Harriette Marie Lundberg
Clara Adeline Miller
Phyllis Irene Rood
Margaret Ella Shimp
Flora May Storrs

Shirley Louise Garter
Virginia Mae Graves
Mary Maxine Gray
Marjorie Jane Twa
Ruthmary Veen
Margaret Elaine Waltz
Ethel Maybell Wenban

DIVISION OF APPLIED SCIENCE

Bachelor of Science in Applied Science

Applied Science

Robert Louis Andreoli
Richard Wilbur Dye
William Martin King

Bert Nichols LaDu, Jr.
Harold Proctor McGinnes

Armand Marius Marinaro
Paul Martin O'Connor
Robert Charles Peterson

Bachelor of Science in Physical Education

William Dade Sherman

Joseph Patrick Geiger

Bachelor of Science in Police Administration

John Stanley Nowicki

MISCELLANEOUS, continuedDegrees
granted

45. Degrees granted, continued:

DIVISION OF LIBERAL ARTS

Degree:

Bachelor of Arts in Liberal Arts

Kathryn E. Foster
Charles Anthony Gallagher
Burl Jennings
Virginia Aileen Knappe
Jerome Hermidas LaValley

Doris B. Lewis
Elizabeth McKay
Herbert Justin Olson
Paul Oscar Olson

Phyllis Jean Publow
Helen Esther Schmidt
Wesley Merritt Showalter
Enid Bennett Stops
E. Clinton Texter, Jr.

Degree:

Bachelor of Arts in Business Administration

Donald L. Otto

James Dymond Pulver

ADVANCED DEGREES

Master of Arts

Marion Jibson

Carrie McLain
Carl Robert Stelter

Donald Sydney Wheeler

Master of Science

William Eugene Corbridge
Clarence Krohn

Doretta Marie Schlaphoff

Karina Thure
Berthony Vieux

Certificate in Social Work

Virginia Mae Feier

Alice Christine Petersen

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

ADDITIONAL ITEMS

Resignations

1. Resignation of Mrs. Gloria Warnholtz as stenographer in Education, effective July 31, 1943.
2. Resignation of Mrs. Mary Gebhard as stenographer in Journalism, effective July 27, 1943.
3. Resignation of Catherine Campbell as Instructor in Education, effective August 31, 1943.
4. Resignation of Gerald C. Richardson as Special Agent of the Bureau of Animal Industry, effective August 15, 1943.

Increase sal-
ary Pearl
Jackson
Inc. salary
Helen Widick

5. Increase in salary from \$1800 to \$2000 per year for Pearl Jackson, Instructor in Institution Administration, effective August 1, 1943.
6. Increase in salary from \$1600 to \$1800 per year for Helen L. Widick, Instructor in Institution Administration, effective August 1, 1943.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve Additional Items 1 to 6 inclusive.

Installation
boiler feed
water hter &
mech. conn.in
Power Plant

7. Authorization for labor and materials to install foundations, first-floor, and temporary roof for the installation of a boiler feed water heater and mechanical connections in the Power Plant; estimated cost \$4000. This item is Item #17 in the budget.
8. The College has received from the State of Michigan \$69,000 for the replacement of the poultry building and moving of the laying houses from the Harrison Road site to Farm Lane to make available the former building and site for State Police purposes. Plans and specifications were completed by the architect and contract let to Granger Construction Company on a labor and material basis with a fee of \$550 and a guaranteed outside cost of not to exceed \$4480 for moving a 16 x 200 ft. building, construction of foundations, etc.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve Additional Items 7 and 8.

Acceptance
portrait of
Harry V. Wood
house.

9. Acceptance of a portrait by the late Harry V. Woodhouse given by the widow in memory of her husband.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to accept the portrait of the late Harry V. Woodhouse.

ADDITIONAL ITEMS, continued

10. The Governor has requested through the State Planning Commission that capital improvement items for the post-war era should be prepared in detail in accordance with suggested forms. Tentative plans are in some stage of development for several structures that have been discussed with the Board.

Post-War capital improvement items to be prepared.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to authorize the filing with the State Planning Commission of all the information, plans, etc., for the various buildings that have been discussed from time to time; and the Secretary and Architect are authorized and instructed to take such steps as are desirable to assure favorable consideration by the Planning Commission for these building projects.

11. The Budget Director is requesting that the request to be made of the special session of the legislature for funds for the 1944-45 fiscal year be forwarded at an early date.

Request to Budget Director to be made for presentation at Special Session Legislature.

On motion of Mr. Brody, seconded by Mr. Jakway, it was voted to authorize the President to notify the Governor through the budget director that since the requests made of the last legislature were on the basis of a biennial appropriation, in spite of increasing costs and increasing labor charges the Board request the legislature to appropriate the same amounts for the next fiscal year as are appropriated for the present fiscal year, including the \$510,000 of Emergency Funds provided for in Act 200 of the session of 1943.

12. Discussion of the possible housing of our fourth-year ROTC students who may be returned by the Army for additional college training.

NYA Dorm, cooperatives and frats. to be used to house 4th yr ROTC students

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to authorize use of the NYA Dormitory for their use as well as such cooperative houses and fraternities as can be made to comply with the War Department requirements, for housing fourth year ROTC students or other additional groups of Army personnel in addition to those now on the campus.

13. The President reported progress that had been made in the establishment of an Institute of Foreign Affairs that had previously been discussed with the Board and made the following recommendations:

Report on establishment of Institute of Foreign Affairs.

- a. Dr. Luis Alberto Sanchez, University of Chile, courses in Spanish and English. Winter term 1944, \$2000. Formerly Director of the National Library of Lima, Peru; President of the National Press Association of Peru; Deputy to Congress; faculty member San Marcos, Lima, University of La Plata, Argentine, University of Buenos Aires, Concepcion University, Chile, and now University of Chile as Head of the Department Literature, History and Law.
- b. Lectures and conferences, Dr. German Arciniegas. Minister of Education for Colombia; Professor of Sociology at the University of Colombia; Consul to London; member of Congress. Approximately two weeks at a salary of approximately \$400.
- c. Appointment of Dr. Y. C. Yang, President of Soochow University or Dr. Shao Chang Lee, Head of the Institute of Oriental Studies at the University of Hawaii, for one year only at a salary of \$5000.

On motion of Mr. Jakway, seconded by Mr. Brody, it was voted to approve in principle the recommendations outlined, and the President is authorized to complete these arrangements if possible or to make the best possible arrangements with the persons suggested or others of comparable qualifications.

14. Discussion of problems arising in efforts to house increased enrollment of women.

Discussion problems re: housing of women

The President reported that the capacity of the women's dormitories would be temporarily increased and that definite recommendations were being formulated for the conduct of all women students living in dormitories, sororities, and private rooming houses. The Board approved these in principle.

15. Discussion of Jap-American problems.

Discussion of Jap-American problems

The President reported that he had placed the institution on record as willing to accept American-born Japanese who have been employed for six months in Michigan as students of the college on the same basis as other residents of Michigan. This action was approved by the Board.

16. The President reported that tentative plans were under consideration covering the bringing to the campus of visiting artists as temporary members of the staff of the Art Department with the understanding that the gross salary payroll for the Art Department would not exceed the total that is ordinarily provided for this purpose.

Report on tentative plans to bring visiting artists to campus.

17. The question was raised by the Board members as to the newspaper publicity concerning the possibility of continuing intercollegiate athletics, and the consensus of opinion was that in view of the ban on participation in intercollegiate athletics by members of the armed forces in training on the campus consideration should be given to the desirability of discontinuing intercollegiate athletics for the duration of the war.

Discussion on continuing intercollegiate athletics

1944

August 5, 1943

ADDITIONAL ITEMS, continued

Board programs to be prepared in advance and sent to Board members.

18. The Board requested that in the future programs for the Board meetings be prepared in such a manner as to conserve much of the time of the Board now spent in discussing minor details in order to permit more time for consideration of important matters and policies.

Motion was made by Mr. Brody and seconded by Mr. Akers.

The next meeting of the Board will be on September 16, 1943.

The meeting adjourned at 3:40 P.M.

John A. Hannah
President

Karl H. McDonel
Secretary