

Finance Committee Meeting, continued:

3. On motion of Mr. Akers, seconded by Mr. Mueller, it was voted to approve the following land purchases:

- a. E 15 feet of Lot 64 of the Lilac Lawn Farm, Subdivision No. 1, from Mr. and Mrs. Stuart Gallacher for \$2,000.
- b. Approximately 10 $\frac{1}{2}$ acres of land directly west of the golf course property on Mt. Hope Road from Mr. and Mrs. Edward Yelland at \$9,500, to be paid for with Athletic funds.
- c. 40 acres on College Road from Mr. and Mrs. Russell Kleis for \$48,000, to be paid over a period of years.
- d. Approximately 97 acres adjoining University property and extending to the corner of the C & O railroad and the Red Cedar River for \$75,000, known as Carl and Robert Hicks property.
- e. The Katherine Hart property on Mt. Hope Road surrounded by the golf course for \$19,375 to be charged to Athletic funds.
- f. The Edward Bennett property on Mt. Hope Road surrounded by the golf course for \$16,000 with the house to be removed by Mr. Bennett, to be charged to Athletic funds.

Adjourned.

MINUTES OF THE MEETING
OF THE
STATE BOARD OF AGRICULTURE
August 19, 1955

Present: Mr. Brody, Chairman; Messrs. Akers, Mueller, Rouse, Smith; President Hannah, Treasurer May and Secretary McDone1

Absent: Miss Jones, Dr. Taylor

The meeting was called to order at 9:30 a.m.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of the Report of the Finance Committee on the preceding pages.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the recommendations of the Finance Committee.

2. It is recommended by Mr. Coleman and Mr. Denison that they be authorized to make application to the Federal Communications Commission for an increase in power for our FM radio station from the present 9700 Watts to 100,000 Watts. If this petition is granted, it will involve an eventual expenditure of \$15,585.

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

3. Approval of the following resolution covering the financing of the Music Building as presented by the Ann Arbor Trust Company and approved by Attorney Carr.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the following resolution:

RESOLUTION OF THE STATE BOARD OF AGRICULTURE TO BORROW MONEY TO PROVIDE FUNDS TO PAY COSTS OF AN ADDITION TO THE MUSIC BUILDING

WHEREAS, The State Board of Agriculture, in the exercise of its constitutional duties, has determined that it is necessary and expedient to construct, furnish, and equip an addition to the present Music Building located on the campus of Michigan State University, at East Lansing, Michigan; and

WHEREAS, This Board deems it necessary and expedient that it borrow the sum of Four Hundred Thousand Dollars (\$400,000.00) to be used, together with other available funds, to pay costs of such new construction, the furnishing and equipping of said addition to the Music Building, Architects' fees, financing costs, and other expenses incidental thereto; and

WHEREAS, Ann Arbor Trust Company, of Ann Arbor, Michigan, has submitted for the consideration of this Board a form of Term Loan Agreement whereby the sum of Four Hundred Thousand Dollars (\$400,000.00) may be borrowed from the Michigan National Bank, with principal offices in Lansing, Michigan; which sum, when taken together with other available funds, will be sufficient to pay all costs incidental to the construction, furnishing, and equipping of the new addition to the Music Building hereinbefore described.

NOW, THEREFORE, BE IT RESOLVED BY THE STATE BOARD OF AGRICULTURE that a Term Loan Agreement, substantially in the form presented to the Board, be entered into with Michigan National Bank and Ann Arbor Trust Company, as Agent; which agreement shall be dated as of January 16, 1956, and pursuant to the terms of which Four Hundred Thousand Dollars (\$400,000.00) may be borrowed from said bank under the following terms:

1. Amount of Loan: \$400,000.00
2. Interest Rate: two and one-quarter per cent (2 $\frac{1}{4}$ %) per annum.
3. Term: Ten (10) years.
4. Payment and Security: The Term Loan Agreement shall provide that beginning with January 15, 1956, the Board will set aside and segregate music fees, practice fees, and other fees

Approval of
Finance Com-
mittee Report

Application
to FCC for
inc. in power
FM radio.

Approval of
resolution re:
financing of
Music Bldg.
addition.

SPECIAL MISCELLANEOUS, continued

3. Resolution re: financing Music Building addition, continued:

Resolution
re:
Music Bldg.
addition

4. Payment and Security: continued

charged students for instruction by and for the use of the facilities and equipment of said Department of Music, until the principal indebtedness owing to the bank, together with all interest which shall accrue thereon, is paid in full, a sufficient sum so that there will be available at all times funds so collected and segregated to meet all payments to be made to the Agent hereinbefore provided. The Term Loan Agreement shall provide that on or before July 10, 1956, and January 10, 1957 and on or before July 10 and January 10 in each year thereafter until the principal indebtedness owing to the Bank and all interest which shall accrue thereon shall be paid in full, the Board shall pay to the Agent, solely from the fees so collected and segregated, a sum of not less than Sixteen Thousand Dollars (\$16,000.00). The Term Loan Agreement shall further provide that all funds paid to the Agent shall be held by it for the purpose of making semi-annual payments which shall become due and payable to the Bank on July 15, 1956, and January 15 and July 15 in each year thereafter until all indebtedness and accrued interest owing to the Bank shall be paid in full. The Term Loan Agreement shall further provide that in fixing music fees to be charged students enrolled in courses under the supervision of the Department of Music the Board shall make provision for the payments to be made to the Agent as here in provided. The Term Loan Agreement shall further provide that the Music Building and the addition thereto shall be used as quarters for the Department of Music as long as any indebtedness owing to the Bank under the terms of the Term Loan Agreement remains unpaid.

5. REFINANCING: The Term Loan Agreement shall further provide that if the Board shall not have caused the indebtedness owing to the Bank to be fully paid on or before December 15, 1965, or shall not have deposited with the Agent on or before said date of sufficient sum to enable it to pay the indebtedness owing to the Bank on January 15, 1966, the Board shall use its best efforts to refinance the indebtedness owing to the Bank, so that the loan from the Bank shall be fully repaid within the ten year term herein prescribed.

BE IT FURTHER RESOLVED that any two of the following officers of Michigan State University, to-wit: John A. Hannah, its President, Karl H. McDowell, its Secretary, and Philip J. May, its Comptroller and Treasurer, be and they are hereby authorized, empowered, and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to execute and enter into the aforementioned Term Loan Agreement between The State Board of Agriculture, Michigan National Bank, and Ann Arbor Trust Company, as Agent; and they are further authorized, empowered, and directed to execute the promissory note of the Board as evidence of said loan.

BE IT FURTHER RESOLVED that any two of said officers be and they are hereby authorized, empowered, and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to perform all acts and deeds and execute all instruments and documents necessary, expedient, and proper in connection with the borrowing of said sum of Four Hundred Thousand Dollars (\$400,000.00), in accordance with the terms and conditions of said Term Loan Agreement and the pledging of music fees as provided therein.

BE IT FURTHER RESOLVED that any two of said officers be and they are hereby authorized, empowered, and directed, for and in the name of The State Board of Agriculture and as its corporate act and deed, to make, consent to, and agree to any changes in the terms and conditions of said Term Loan Agreement which they may deem necessary, expedient, and proper, prior to or at the time of the execution of said Term Loan Agreement, but no such amendments shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the minimum payments required to be made to the Agent, or the security pledged.

BE IT FURTHER RESOLVED that said officers, either in said Term Loan Agreement or in the note to be executed as evidence of the loan by the Bank to the Board shall not pledge the credit of or create any liability on the part of the State of Michigan, The State Board of Agriculture, or any member or officer of this Board, or of their successors, other than to pledge the matriculation and other fees as herein authorized.

BE IT FURTHER RESOLVED that any two of said officers be and they are hereby authorized, empowered, and directed, for and in the name of The State Board of Agriculture and as its corporate act and deed, to accept the commitment of the Michigan National Bank.

4. Recommendation that the contract for an electric tie line between Michigan State University and the Lansing Board of Water and Electric Light system be awarded the low bidder, Barker-Fowler, at \$23,250. Bids were as follows:

Barker-Fowler	\$23,250
Lansing Electric Motors	24,639
Hatzel-Buehler	27,500
Hall Electric	29,898

Barker-Fowler
awarded bid
electric tie
line between
MSU and
Ed Water &
Elec. Light

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve letting the contract to the low bidder, Barker-Fowler.

SPECIAL MISCELLANEOUS, continued

5. Report that the following buildings on the Kurtz farm have been sold to the high bidder, as follows:

Sale of
bldgs. on
Kurtz farm

Henry Allen, Mason	Barn	\$206.00
John H. Shilson, Mason	Tool Shed	50.00
John H. Shilson, Mason	Chicken House	1.00
W. R. Gannaway, Mason	Granary Shed and attached shed	25.00
W. R. Gannaway, Mason	Hog house	50.00
Leslie L. Wilkinson	Silo	10.51

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

6. The Board has been advised under date of August 11 that from the appropriation made by the state legislature to the State Building Division for elimination of the most serious fire hazards at state institutions, the State Controller has allocated a total of \$56,280 to Michigan State University to cover the following projects:

Appropriation of
\$56,280
approved for
elimination
of fire
hazards

a. Planning money for a coded fire alarm system throughout all buildings as specified	\$8,000
b. Women's Gymnasium	
Provide exit and hall lighting	700
Install panic hardware on all exit doors	330
c. R. E. Olds Hall of Engineering	4,800
Enclose open stairwells at each floor	
d. Poultry Contest Buildings	
Provide secondary egress from second floor dormitory in main building	1,150
e. Dairy Barn 89	
Provide secondary egress from second floor dormitory	1,600
f. Power Plant Building 55	
Provide secondary egress from second floor of new section	2,300
g. Giltner Hall	
Provide sprinkler system for fourth floor of former Anatomy Building	3,400
h. Auditorium Building	
Provide egress from dead end corridors on second floor-east half building	13,500
i. Agricultural Hall No. 32	
Enclose open stairways with fire resistant material	9,500
j. Administration Building 21	
Rehang all exit doors from new section to the old section to swing outward	700
k. Morrill Hall 18	
Remodel various exits to the two stair type fire escapes so that each exit is a door opening at floor level, swinging outward, and equipped with panic hardware	7,500
Provide exit and hall lighting	2,800

On motion of Dr. Smith, seconded by Mr. Brody, it was voted to authorize the immediate completion of these projects for which the State has released funds.

7. (a) We have received a copy of the report of the engineers jointly hired by the University and the City of East Lansing to study the long-time problem of providing adequate sewage disposal facilities for the community. The report recommends as its first preference an agreement between the University and the City of East Lansing on the one hand and the City of Lansing on the other contracting with the City of Lansing to handle our sewage with the understanding that the cost of the main sewer line connecting our present disposal plant with the Lansing system be borne by East Lansing and the University. It is further recommended that a contract be negotiated paying the City of Lansing on a quantitative basis a fair and reasonable amount for handling sewage. Such an arrangement will require an annual appropriation to reimburse the City of Lansing for this service. It is estimated that the total cost of installing the connecting line would be approximately \$770,000.
- (b) The other alternatives are to consider an entirely new disposal plant to service the University and East Lansing at a new location, and a third alternative is to add to and modernize the facilities at the present location. This last alternative is undesirable from every point of view.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to endorse the first alternative proposal and to urge upon the City of East Lansing a three-way operation, involving the University, City of East Lansing and the City of Lansing, as outlined in "a" above. The officials of the University are instructed to enter discussions and undertake negotiations designed to consummate this objective.

Policy statement approved re: Newton Woods

8. For many months we have been receiving numerous communications from individuals, from groups and organizations in southwestern Michigan, county historical societies, from the State Historical Society, and others, all expressing concern about the cutting of some of the large trees in the Newton Woods portion of the Russ Forest.

This matter has been given a good deal of consideration by the Forestry Department and Dean Cowden, Mr. McDowell and Mr. Varner. It is suggested that the following statement be made a part of the Board record, clearly outlining a permanent policy for the management of the Newton Woods portion of the Russ Forest and as an answer to these many communications:

SPECIAL MISCELLANEOUS, continued

8. Newton Woods portion of Russ Forest, continued:

In recent months several groups and many individuals have been interested in the operation of the Fred Russ Forest in Cass County and have objected to the cutting of trees in a 40-acre portion of the forest which had been set aside by our Forestry Department as a long-time scientific research project in forestry management.

The conversations between Mr. Russ and the Board and the terms of his will were very clear in turning the sole responsibility for the use of this property to the University to be used as a part of the long-time educational program of our Forestry Department. In planning and beginning the continuing forest management research project, the Forestry Department was clearly operating within the terms of Mr. Russ' bequest.

In view of the widespread interest in the maintenance in its natural state of the portion of the forest known as the "Newton Woods", it has been decided to discontinue further cutting of trees in the "Newton Woods" portion of the Russ Forest consisting of the 80-acre parcel of timber land bounded on the west by the Cassopolis-Decatur Road and on the north by the Dowagiac-Marcellus Road. The description of this parcel is W $\frac{1}{2}$ NW $\frac{1}{4}$ of Sec. 29, T5S, R14W.

The decision not to continue the project in scientific forest management in the 80 acres of Newton Woods now owned by the University does not apply to the extensive planted areas of forests adjacent to the original Newton Woods nor to the additional areas north of the highway.

The Board would like to call to the attention of interested groups and individuals that the 80 acres of the Newton Woods west of the public highway and containing the very large elm trees, and the 70 acres of woods southeast of the University property and containing the very large tulip trees were never a part of the Russ Forest and are not now owned or controlled by the University. If it is desired that these trees should be maintained in their natural state, the Board would welcome the addition of these 150 acres or any substantial portion of them to the present Russ Forest.

On motion of Dr. Smith, seconded by Mr. Brody, it was voted to approve the above policy statement and to give it publicity.

9. In December a request was forwarded to the State Highway Commissioner requesting that he set aside sufficient funds from his budget provided for state institutions to widen and extend Snaw Lane from Harrison Road to Magadorn Road. He indicates that no funds were allocated for the current year, and that while the budget request is now being prepared for submission to the state legislature he does not favor inclusion in the budget he proposes to submit..

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to request the State Highway Commissioner to reconsider this matter. It was pointed out that the proposed widening and extension of Shaw Lane is not a part of the college expansion program but is designed largely for the purpose of providing a route across the University property for east-west traffic. If the University undertakes this construction, it must go to the legislature for the funds and then become involved in the highway construction. The Board feels it is much more logical to have the legislature appropriate the funds to the State Highway Department.

The Board respectfully urges that the Commissioner include this item in his planning for the 1956-57 fiscal year.

It is further voted to extend an invitation to Mr. Ziegler to have lunch with the Board on the date of the next meeting, Friday, September 16.

10. The Fraternity Advisers' Association has requested an opportunity to discuss with the Board some of their problems with reference to sites for fraternities in this community. Professor Donald Buell and Professor E. B. Hill met with the Board and presented their problem.

The Board took no action but it was understood that this matter would receive consideration by University officials.

11. Mr. May reported on the balances of certain state appropriations at the end of the fiscal year that closed June 30, 1955, and in accordance with the terms of the appropriation should be returned to the state. Authorization for these refunds is required.

On motion of Mr. Mueller, seconded by Mr. Akers, it was voted to authorize the Comptroller to remit to the State Treasurer the year-end balances as of June 30, 1955, as required in the various appropriation acts in the total amount of \$29,706.22. The actual amounts of the balances are:

Farm Marketing	\$11,543.08
Hope Flannagan	4,159.43
Agricultural Extension	14,053.71

12. The County Board of Supervisors has before it petitions to set a date for an election covering the annexation of various areas to the City of Lansing. It is indicated that this item will come up for discussion at the next Supervisors' meeting. One of these proposals would annex the University-owned property west of Harrison Road South of the river to the City of Lansing. This will include our University Village married housing project and the new land just purchased from Mr. Hicks.

Policy statement approved
re: Newton Woods

State Highway Comm.
to be requested to include widening of Shaw Lane in his request of the legislature.

Mr. Ziegler to be invited to have lunch with Board at Sept. Meet.

Request of Frat. Advis. Assoc. re: Fraternity Row on campus to be given consideration by Univ. Off.

Mr. May to return several balances in state appropriations.

SPECIAL MISCELLANEOUS, continued

12. (Continued)

Inasmuch as we have existing agreements with the City of East Lansing covering fire protection and sewage disposal, and with the East Lansing Board of Education covering the education of children in this area, it will be an added inconvenience to be required to deal also with the City of Lansing.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to authorize the University officials and the University Attorney to take such steps as are necessary and as are within our power to accomplish the annexation to the City of East Lansing of all University-owned property in Lansing and Meridian Townships north of Mt. Hope Road and contiguous to the campus or University farm not now in the City of East Lansing.

13. One of the houses on Harrison Road between the railroad tracks and the Federal Poultry Laboratory has become vacant, and the College of Agriculture has requested an opportunity to assign one of its employees to live in it.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to eliminate the house now vacant and to authorize the elimination of the other house when it becomes vacant.

14. The President points out that some members of the faculty have raised questions with reference to the powers granted to the faculty by Act 269 of the Public Acts of 1909. They feel that this Act grants to the faculty responsibility for determining policies for educational operations, institutional organization and other matters.

It has been intimated that an official of the State Government has requested the Attorney General for a ruling on this matter.

It has always been assumed that the State Board of Agriculture has sole and exclusive responsibility for the control and operation of the institution.

On motion of Mr. Mueller, seconded by Mr. Akers, it was voted to instruct the University attorney to immediately request, on behalf of the Board, a ruling on the constitutionality of Act 269 of 1909, pointing out to the Attorney General the consequences of a ruling that divides responsibility for important policy decisions.

15. The Board had an opportunity to visit the Centennial of Farm Mechanization being staged by the College of Agriculture and particularly the Department of Agricultural Engineering.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to commend Professor Farrall and his staff in Agricultural Engineering, Dean Cowden and the staff of the College of Agriculture for their contributions to the success of this outstanding event.

16. The President discussed with the Board the following matters:

1. The possibility of moving the American Hotel Institute, sponsored by the American Hotel Association, from another institution to the School of Continuing Education.
2. Plans that are being made to incorporate into the Basic College Social Science course required of all students, course content required to comply with the recently expressed wishes of the Michigan legislature.
3. Preliminary plans for the preparation of a University moving picture to be known as "The Journey", emphasizing preparation for enrollment, counseling, et cetera, at a total cost of approximately \$30,000.00
4. Plans that are being made to instigate on-campus teaching of certain courses utilizing closed circuit television. This may involve an expenditure for equipment of as much as \$25,000.00. This project is designed as a research project to determine the possibilities of the use of television for on-campus classroom instruction.

PRESIDENT'S REPORTResignations and Terminations

1. Alan F. Vincent, Assistant County Agent in Allegan County, July 31, 1955 to accept a position with the University of Arizona.
2. John L. Fischer, Assistant Professor (Ext.) of Agricultural Economics, June 30, 1955 to accept a position at the University of Nevada.
3. William H. Friday, Instructor in Agricultural Engineering, June 30, 1955 to accept a position at Purdue University.
4. Robert T. Dils, Associate Professor of Forestry, September 15, 1955, to accept a position at the University of Michigan.
5. William G. Stump, Assistant Professor (Ext.) of Forest Products, effective July 31, 1955.
6. Wade C. Thompson, Instructor in Communication Skills, August 31, 1955 to accept a position at Brown University.
7. J. Alan Hammack, Instructor in Communication Skills, August 31, 1955 to accept a position at Central Michigan College.

University officials authorized to take such steps as necessary for annexation to City of E.L. all Univ.owned property in Lans. and Meridian Twps. no. Mt. Hope, Houses on Harrison Rd. to be eliminated.

University attorney to request Attorney Gen. for ruling on constitutionality of Act 269 of P.A. 1909

College of Agriculture to be commended on Farm Mechanization centennial

Possibility of moving Am. Hotel Inst. to Cont.Educ.

New University movie to be made - "The Journey".

On-campus teaching of certain courses by closed cir. TV to be started.

Resignations

PRESIDENT'S REPORT, continuedResignations and Terminations, continued

Resignations

8. James P. Orwig, Instructor in Humanities, August 31, 1955 to become Dean of Men at Berea College.
9. Cancellation of appointment of Yvonne Waskin, Instructor in Teacher Education, September 1, 1955.
10. Mary E. Carlson, Instructor in Textiles, Clothing and Related Arts, August 31, 1955 to accept a position at the University of Minnesota.
11. Easter Meacham, Instructor in Textiles, Clothing and Related Arts, August 31, 1955 because she wishes to change locations.
12. Cancellation of appointment of Helmut von Bracken, Lecturer in Psychology, October 1, 1955.
13. Walter R. Stevens, Instructor in the Counseling Center, June 30, 1955.
14. Cancellation of appointment of Leona M. Hough, staff member of Administrative and Educational Services June 21, 1955.
15. Cancellation of appointment of Dwight H. Rich, staff member in Administrative and Educational Services June 21, 1955.
16. Cancellation of appointment of Rolland Soule, Training Officer Vietnam Project June 13, 1955.

Leaves

Leaves

1. Eugene F. Dice, Assistant Agricultural Agent in Ottawa County with half pay from September 25, 1955 to September 24, 1956 to study for his Master's degree.
2. H. Bradford Thompson, Instructor (Res.) Chemistry without pay from June 1, 1955 to June 30, 1955 for health reasons.
3. Beatrice Hartman, Instructor in Communication Skills without pay from September 1, 1955 to August 31, 1956 for study and health reasons.
4. R. C. Lott, Assoc. Dist. Ext. Supv. with full pay July 18, 1955 to July 31, 1955, s.s. Cornell.

Appointments

Appointments

1. Don Lloyd Hine, Urban 4-H Club Agent in Grand Rapids at a salary of \$5400 per year on a 12-month basis effective August 1, 1955.
2. James Ivan Sprague, Jr., 4-H Club Agent in Montcalm County at a salary of \$4700 per year effective July 1, 1955 on a 12-month basis.
3. Harold Ernest Rice, Urban 4-H Club Agent in Flint at a salary of \$5200 per year effective July 18, 1955 on a 12-month basis.
4. Florence Emerson Converse, Home Demonstration Agent in Alpena County at a salary of \$4300 per year on a 12-month basis, effective July 16, 1955.
5. Fred W. Freeman, Horticulturist in Charge of Hidden Lake Gardens at a salary of \$4500 per year on a 12-month basis, effective August 16, 1955.
6. E. L. Anthony, Special Adviser, Dean of Agriculture, at a salary of \$4200 per year on a 12-month basis effective January 1, 1955 to June 30, 1956. This is in lieu of retirement pay for this period.
7. Ross D. Brazee, Instructor in Agricultural Engineering, at a salary of \$4500 per year on a 12-month basis from July 5, 1955 to September 15, 1955, paid 3/4 College and 1/4 Experiment Station.
8. Wilnot McDowell, Instructor in Short Courses at a salary of \$2800 per year on a 12-month basis from July 1, 1955 to June 30, 1956.
9. Clarence E. Brown, Jr. Instructor in Communication Skills at a salary of \$4000 per year on a 10-month basis, from July 1, 1955 to August 31, 1956.
10. Harold C. Knox, Instructor in Communication Skills at a salary of \$2725 from September 1, 1955 to August 31, 1956.
11. H. Murray Herlihy, Instructor in Social Science at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955.
12. Carl T. Brehm, Jr. Instructor in Economics at a salary of \$4000 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
13. Otto R. Reischer, Instructor in Economics at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
14. Frank A. Pinner, Instructor in Political Science at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
15. Adolph Edward Grunewald, Assistant Professor of General Business at a salary of \$4900 per year on a 10-month basis, effective September 1, 1955.
16. Lucy M. Moore, Assistant Professor of Speech, at a salary of \$5400 per year on a 10-month basis, effective September 1, 1955.

PRESIDENT'S REPORT, continued

Appointments

Appointments, continued

17. Buford Steffire, Assistant Professor of Administrative and Educational Services at a salary of \$8500 per year on a 12-month basis, effective September 1, 1955.
18. Ellen Buben, Instructor in Vocational Education at a salary of \$2100 per year from October 1, 1955 to June 30, 1956.
19. C. Blair MacLean, Jr., Assistant Professor of Vocational Education at a salary of \$6200 per year effective September 1, 1955, 10-month basis.
20. George William Ferns, Instructor in Vocational Education at a salary of \$6000 per year on a 10-month basis effective September 1, 1955.
21. Ethel Karcag, Instructor in Home Management and Child Development at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
22. Vonceil Todd, Instructor in Home Management and Child Development at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
23. Te May Ching, Instructor (Res.) in Botany at a salary of \$4500 per year on a 12-month basis, effective August 1, 1955 to June 30, 1956.
24. H. Bradford Thompson, Instructor (Res.) Chemistry at a salary of \$450 per month from August 1, 1955 to August 31, 1955.
25. Merton J. Turck, Jr. as Consultant in Continuing Education at a salary of \$6000 per year August 1, 1955 to July 31, 1956.
26. Steven S. Arnett, Associate Editor of Alumni Magazine, Information Services, at a salary of \$5500 per year on a 12-month basis effective July 15, 1955. Mr. Arnett is 58 years of age and will not participate in the Retirement and Insurance program.
27. Gilbert A. Goodwin, Assistant News Editor in Information Services at a salary of \$5200 per year, effective August 8, 1955 on a 12-month basis.
28. Allyn L. McCormic, Assistant Swimming Coach at a salary of \$100 per month from October 1, 1955 to April 30, 1956.
29. Richard Earl Chapin, Associate Librarian with the rank of Associate Professor at a salary of \$8500 per year on a 12-month basis effective August 15, 1955.
30. Ray E. Council, Assistant Professor of Air Science at a salary of \$20 per month, effective from September 1, 1955 to June 30, 1956.
31. Robert F. Herron, Manager of the Food Stores at a salary of \$9000 per year on a 12-month basis, effective August 1, 1955.
32. John E. Jordan, Staff Member Counseling Center at a salary of \$500 for the period August 1, 1955 to September 9, 1955.
33. Kenneth Parker, Instructor in Counseling Center at a salary of \$416.67 per month from July 1, 1955 to August 31, 1955 from Veteran Administration funds.
34. John Robert Kinney, Placement Assistant in the Placement office at a salary of \$4800 per year effective July 1, 1955.
35. Bernard F. Sliger, Assistant Professor of Economics at a salary of \$1200 for the Summer School period June 23, 1955 to August 19, 1955.
36. Rachel M. Hilbert, Staff Member in Administrative and Educational Services at a salary of \$1000 for the Summer School period June 21, 1955 to July 29, 1955.
37. Rolland Strolle, Staff Member in Administrative and Educational Services at a salary of \$500 for the Summer School period June 21, 1955 to July 29, 1955.
38. Thomas M. Weiss, Staff Member in Foundations of Education at a salary of \$1000 for the Summer School period June 21, 1955 to July 29, 1955.
39. Bart M. James, Jr. Instructor in Teacher Education at a salary of \$350 for the Summer School period July 14, 1955 to July 29, 1955.
40. Bernard Stone, Associate Professor of Music at a salary of \$900 for the Summer School period June 21, 1955 to July 29, 1955.
41. Anna M. Clark, Instructor in Speech at a salary of \$700 for the Summer School period June 20, 1955 to July 31, 1955.
42. Melville A. Sanderson, Specialist Vietnam Project at a salary of \$9000 per year on a 12-month basis from July 8, 1955 to July 8, 1957.
43. Gilbert Joseph Shelby, Specialist Vietnam Project at a salary of \$9500 per year on a 12-month basis from June 20, 1955 to June 19, 1957.

PRESIDENT'S REPORT, continuedAppointments, continued

Appointments

44. Roland Francis Haney, Specialist Vietnam Project at a salary of \$6000 per year on a 12-month basis from July 31, 1955 to June 30, 1957.
45. Royse A. Williams, Specialist Vietnam Project at a salary of \$10,500 per year on a 12-month basis from July 31, 1955 to June 30, 1957.
46. Corey K. Dymond, Police Specialist Vietnam Project at a salary of \$10,000 per year on a 12-month basis from June 21, 1955 to June 20, 1957.

Miscellaneous

Transfers

1. Transfer of Delwyn A. Dyer from Urban 4-H Club Agent in Wayne County to 4-H Club Agent in Wayne County at a salary of \$5000 per year effective July 1, 1955.
2. Transfer of Robert S. Lincoln from County Agricultural Agent in Emmett County to District Marketing Agent at a salary of \$7600 per year on a 12-month basis, effective July 1, 1955.
3. John Binkley Hodge from Assistant Agricultural Agent in Emmett County to County Agricultural Agent in Emmett County on a 12-month basis at a salary of \$5600 per year on a 12-month basis, effective July 16, 1955.
4. Transfer of William J. Kimball from Assistant Agricultural Agent at Large to Assistant Agricultural Agent in Eaton County at a salary of \$5500 per year on a 12-month basis, effective July 1, 1955.
5. Transfer of John D. Johnson, staff member Colombia Project to County Agricultural Agent in Eaton County at a salary of \$6000 per year on a 12-month basis effective July 1, 1955.
6. Transfer of Kermit V. Washburn from Assistant Agricultural Agent in VanBuren County to County Agricultural Agent in VanBuren County at a salary of \$6400 per year on a 12-month basis effective July 16, 1955.
7. Transfer of Bernice M. LaFreniere from Home Demonstration Agent Chippewa County to Home Demonstration Agent in Macomb County at a salary of \$5500 per year on a 12-month basis, effective August 1, 1955.
8. Transfer of Leighton H. Johnson from Associate Professor of Teacher Education to Associate Professor of Administrative and Educational Services at a salary of \$8000 per year on a 12-month basis, effective July 1, 1955.
9. Transfer of Frederick D. Williams from Assistant Professor of Social Science to Assistant Professor of History at a salary of \$5700 per year on a 10-month basis, effective September 1, 1955.
10. Transfer of Richard Eystrom from Assistant Manager of the Union Building to Manager of the Brody Group of Dormitories at a salary of \$6000 per year on a 12-month basis effective August 1, 1955.
11. Transfer of Lyle A. Thorburn from Manager of the Food Stores and Assistant Purchasing to Manager of Residence Halls at a salary of \$9000 per year on a 12-month basis, effective August 1, 1955.
12. Salary increase for E. H. Kidder, Associate Professor of Agricultural Engineering to \$9400 per year effective July 1, 1955.
13. Salary for Alfred Wolf, Instructor in Humanities to \$4600 per year effective September 1, 1955.
14. Salary increase for William H. Knowles, Assistant Professor of Economics to \$6590 per year, effective July 1, 1955.
15. Salary increase for Lawrence S. Ritter, Assistant Professor of Economics to \$6100 per year effective July 1, 1955.
16. Salary increase for Jacob Schmookler, Assistant Professor of Economics to \$6100 per year effective July 1, 1955.
17. Salary increase for Mary Lou Rosencranz, Instructor in Textiles, Clothing and Related Arts to \$6200 per year, effective September 1, 1955.
18. Salary increase for Frank M. Clark, Instructor in Physics and Astronomy at a salary of \$4600 per year, effective July 1, 1955.
19. Salary increase for Leonard Rall, staff member Brazil Project to \$11,800 per year, effective July 1, 1955.
20. Salary increase to F. B. Harris, staff member Brazil Project to \$11,200 effective July 1, 1955.
21. Termination of military leave for Delwyn A. Dyer, Urban 4-H Club Agent in Wayne County, effective June 30, 1955.
22. Cancellation of leave of absence with pay for Edgar C. Kidd, Cheboygan County Agricultural Agent, from June 27 to July 10, 1955, to attend the Extension Summer School at Colorado A & M.

Salary in-
creases for:
E.H. Kidder

Alfred Wolf

Wm. Knowles

Lawrence Ritter

Jacob Schmook-
lerMary Lou
Rosencranz

Frank M. Clark

Leonard Rall

F. B. Harris

Term. mil. lve
Delwyn DyerCancel lve
with pay E.C.
Kidd

PRESIDENT'S REPORT, continuedMiscellaneous, continued

- Term. leave
Jean Leach
- Change effective appt.
Carl Eicher
- Ch. status
L.H. Brown
- Ch. status
James M. Nielson
- Correction in pay
Lloyd G. Wilson
- Change effective date appt.
Edw. Moe to Aug. 10, 1955
- Ch. status
D.L. Gibson
- Ch. title
Walter Freeman to Inst.
- Remove name
J.P. Orwig from Counsel. Clinic.
- Reassign. E.J. Wheeler-Ruyk.
- Ch. effective date employ. Wm. Mode.
- Payment \$1800
H.R. Hunt for extra work
- Payment of additional amounts to several staff members during summer 1955.
- Acceptance of several grants for scholarship purposes.
23. Termination of leave of absence without pay for Jean M. W. Leach, Mecosta County Home Demonstration Agent, on July 31, 1955.
 24. Change in the effective date of the appointment of Carl K. Eicher, Instructor (Extension) in Agricultural Economics, from July 16 to July 23, 1955.
 25. Change in status for L. H. Brown from half-time College and half-time Extension to Professor (Extension) of Agricultural Economics, paid in full from Extension funds, effective July 1, 1955. This is budget position 3.
 26. Change in status for James M. Nielson from half-time Extension and half-time Experiment Station to Associate Professor (Research) of Agricultural Economics, paid in full from Experiment Station funds, effective July 1, 1955.
 27. Correction in pay for Lloyd G. Wilson, Instructor in Botany and Plant Pathology, from \$4800 per year to \$4800 for the period from October 1, 1954 to June 30, 1955.
 28. Change in the effective date of the appointment of Edward O. Moe, Professor (Extension, Research) of Sociology and Anthropology, from July 10 to August 10, 1955.
 29. Change in status of Duane L. Gibson, Professor of Sociology and Anthropology from one-half Extension, one-fourth Experiment Station and one-fourth College to three-fourths College and one-fourth Experiment Station, effective July 1, 1955.
 30. Change in title for Walter E. Freeman from Assistant Professor to Instructor of Continuing Education, effective July 1, 1955 to permit him to complete his doctorate at Michigan State..
 31. Removal of James P. Orwig from the list of staff members to receive compensation for assisting in the Counseling Clinic from July 25 to September 2, 1955.
 32. Reassignment of E. J. Wheeler to the project at the University of the Kyukyus from June 16 to July 31, 1955.
 33. Change in the effective date of the appointment of Walter William Mode, specialist in the Vietnam FOA Project, from June 13, 1955, for a period of 2 years to June 12, 1955 for a period of 2 yrs.
 34. Payment of \$1800 to H. R. Hunt, Professor Emeritus of Zoology, for work for one year beginning July 1, 1955, on dental caries and paid from the United States Public Health grant (account 71-2313).
 35. Payment of additional amounts to staff members for work during the summer, as follows:
 - a. Stanley J. Idzerda, Assistant Professor of Humanities, \$1200 paid from the All-University Research Account, 11-4713.
 - b. James J. Brennan, Associate Professor of Police Administration and of Continuing Education, \$1350 to be charged \$562.50 to Summer School funds and \$787.50 to the Vietnam Project funds.
 - c. M. Frances Hetznecker, Assistant Professor of Social Work, \$400 for work from June 22 to July 30, 1955, paid from Vocational Rehabilitation funds (account 71-2631).
 - d. Gordon J. Aldridge, Associate Professor of Social Work, \$500 for the month of August 1955, paid from Vocational Rehabilitation funds (account 71-2631).
 - e. Malvern F. Obrecht, Associate Professor of Chemical Engineering, for work in the Chemistry Department, \$1400 paid from the Copper and Brass Research Association funds (acct. 71-2662)
 - f. Allen S. Fox, Associate Professor of Zoology, \$700 for work during August 1955, paid from the National Institute of Health funds (account 71-2319).
 - g. Richard U. Byerrum, Associate Professor of Chemistry, \$720 for work during July 1955, paid from Atomic Energy Commission funds (account 71-2776).
 - h. R.D. Spence, Professor of Physics and Astronomy, \$750 from United States Department of Agriculture funds (account 71-2310).
 - i. Sigmund Nosow, Assistant Professor of Sociology and Anthropology, \$800 for work on a report of the Flint Disaster Study, to be paid from the National Research Council Grant (account 71-2593).
 - j. Kenneth E. Tiedke, Assistant Professor of Sociology and Anthropology, \$800 for work on the Health Information Foundation study, paid from that grant (account 71-2771).
 - k. Wayland P. Smith, Assistant Professor of Mechanical Engineering, \$1000 for work in Continuing Education, paid from account 21-2902.
 - l. Phillip J. Thorson, Assistant Professor of Mechanical Engineering, \$1000 for work in Continuing Education, paid from account 21-2902.
 - m. L. E. Traywick, Associate Professor of Economics, \$675 for additional work on the Vietnam FOA Project and paid from Vietnam Project funds.
 36. Accepted grants as follows for scholarship purposes:
 - a. \$360 from the J. W. Knapp Company of Lansing for scholarships for two students for the 1954-55 school year.
 - b. \$50 from the G. W. Jones Exchange Bank of Marcellus for a scholarship for a student who will enroll in the Young Farmers Short Course in General Agriculture in October 1955.
 - c. \$4000 from the Grocery Manufacturer's Scholarship Fund to be used under the direction of E. A. Brand in the Division of Business to continue the established scholarships for students in food distribution. Checks for \$1000 have been donated by each of the following concerns: Wilson & Company of Chicago; The Illinois Canning Company of Hooperston, Illinois; Tyler Refrigerator Corporation of Milledgeville; and Stokely-Van Camp, Inc., of Indianapolis.

PRESIDENT'S REPORT, continuedMiscellaneous, continued

36. Accepted grants for scholarship purposes, continued:

- d. \$680 from the Michigan Farm Bureau Women of Lansing to continue a scholarship for a Japanese student through December 1955.
- e. \$800 from the Square D. Company of Detroit to continue the scholarships for engineering students.
- f. \$500 from Stone Container Corporation of Chicago to provide a scholarship for a student in his senior year of study in the packaging technology curriculum.
- g. \$1500 from the Real Estate Alumni of Michigan of Ann Arbor to establish the "Scholarship of the Grand Rapids Board of Realtors" to be awarded to a student at the rate of \$500 per year during the junior, senior, and one year of graduate work.
- h. \$500 from Pearl Kedzie Plant of East Lansing to be credited to the L. C. Plant Mathematical Scholarship Award account.
- i. \$50 from Joseph R. Gwinn of Lansing to be credited to the Ralph H. Young Scholarship Fund.
- j. \$100 from the Chicago Farmers of Chicago to be used for a junior scholarship in the College of Agriculture.
- k. \$47 from the Fraternal Order of Eagles Memorial Foundation Fund of South Bend, Indiana, to be used to provide scholarship assistance for a student in the summer school.

Grants for scholarship purposes accepted

Gift of book "Back of the House" - \$100 accepted

- 37. Gift of four books, "The Back of the House", valued at \$100 from John D. Green of Williamsburg, Virginia, to be placed in the John Willy Reading Room in the Kellogg Center. This is an out-of-print publication.

Gift of Oliver Diesel tractor engine valued at \$1000 from The Oliver Corporation of Lansing to be used in Agricultural Engineering for class study.

- 38. Gift of an Oliver Diesel tractor engine valued at \$1000 from The Oliver Corporation of Lansing to be used in Agricultural Engineering for class study.

- 39. Grant of \$15,000 from the Kellogg Company of Battle Creek to be used for the milk feed storage building work at the Kellogg Research Farm.

\$15,000 from Kellogg Co.

- 40. Renewal of a memorandum of agreement with the Michigan Artificial Breeders Cooperative of East Lansing covering a grant of \$15,294.62 to be used under the direction of C. W. Duncan in Agricultural Chemistry and Frank Thorp in Animal Pathology in a study of the reproductive disorders of livestock.

Memo agree Mich Art. Breeders- \$15,294.62

- 41. Approval of a memorandum of agreement with the Nitrogen Division of the Allied Chemical and Dye Corporation of New York City covering a grant of \$2000 to be used under the direction of A. W. Farrall in Agricultural Engineering to develop a low cost farmer type applicator, metering device for field plot study and a means of applying the solution to orchards.

Memo agree Nitrogen Div. of Allied Chem and Dye - \$2000

- 42. Grant of \$30 from the Cloverland Electric Cooperative of Sault Ste. Marie to be used under the direction of A. W. Farrall in Agricultural Engineering to support the cooperative radio program, "Electricity at Work for You".

\$30 from Cloverland Electric Coop.

- 43. Grants as follows to be used under the direction of A. W. Farrall in Agricultural Engineering in support of the cooperative television project:

Accept of several grants for cooperative TV project

Ontonagon Electric Cooperative, Ontonagon \$ 81.57
 Cloverland Electric Cooperative, Sault Ste. Marie 162.45

- 44. Renewal of a memorandum of agreement with the Michigan Certified Hybrid Seed Corn Producers Association of Fairgrove covering a grant of \$11,341.20 to be used under the direction of E. C. Rossman in Farm Crops to develop improved corn hybrids for Michigan and to continue fundamental studies of corn breeding methods and corn genetics.

Memo agree. Mich. Cert. Hybrid Seed Corn Prod. \$11,341.20

- 45. Renewal of a memorandum of agreement with the Michigan Consumer Finance Association of Lansing covering a grant of \$200 to be used under the direction of Deans Wyngarden and Erickson for scholarships to participants in the Workshop on Economic Education and to finance other incidental expenses connected with the program.

\$200 from Mich. Cons. Finance Assoc.

- 46. Approval of a memorandum of agreement with The Institute of Applied Hotel Economics covering a grant of \$600 to be used under the direction of D. J. Luck in the Bureau of Business Research to conduct a preliminary study in the Grand Rapids Area to analyze the trends in the operation and patronage of hotels and motels.

\$600 from Inst. Appl. Hotel Econ.

- 47. Grant of \$100 from the Wyandotte Chemicals Corporation of Wyandotte to be used under the direction of L. W. Scott in Hotel, Restaurant, and General Institutional Management to aid in conducting short courses for executive housekeepers of hotels and institutions.

\$100 from Wyandotte Chem. Corp.

- 48. Grant of \$3,614 from I. E. Du Pont de Nemours and Company of Wilmington, Delaware, to be used in the Chemistry Department to support the De Pont post-graduate teaching assistantship in chemistry.

\$3,614 I.E. DuPont

- 49. Renewal of a memorandum of agreement with Research Corporation of New York City covering a grant of \$4000 to be used under the direction of C. D. Hause and F. H. Edwards in Physics and Astronomy in a study of infrared spectroscopy and molecular structure. The agreement provides for a special graduate research assistant.

\$4000 from Research Corp.

- 50. Grant of \$14,737.50 from the Ordnance Corps of Detroit to be used under the direction of E. A. Hiedemann in Physics and Astronomy to study the wave form and the absorption of ultrasonic waves in liquids. Provision is made for special graduate research assistants.

\$14,737.50 Ordnance Corps Detroit

PRESIDENT'S REPORT, continuedMiscellaneous, continued

\$20,000 from
Marketing Res.
Div. USDA

51. Renewal of a memorandum of agreement with the Marketing Research Division of the United States Department of Agriculture covering a grant of \$20,000 to be used under the direction of C. P. Loomis in Sociology and Anthropology to make an appraisal of farmers' use of market information in a selected area of areas of Michigan. The agreement provides for special graduate research assistants.

\$1500 from
Chas. Pfizer

52. Grant of \$1500 from Chas. Pfizer & Company, Inc. of Terre Haute, Indiana, to be used under the direction of Frank Thorp and M. L. Gray in Animal Pathology in animal disease research.

\$2500 from
Carbide & Car-
bon Chem. Co.

53. Renewal of a memorandum of agreement with the Carbide and Carbon Chemicals Company of New York City covering a grant of \$2500 to be used under the direction of R. N. Costilow in Microbiology to continue studies on the usefulness of sorbic acid as a selective agent in cucumber fermentations. The agreement provides for a special graduate research assistant.

\$500 from
Matilda R.
Wilson

54. Grant of \$500 from Matilda R. Wilson of Rochester to be used under the direction of D. B. Varner in Continuing Education to assist in staging the Christmas World Adventure Program.

Several grants
to help stage
Am. Dairy Sci
Assoc.

55. Grants as follows to be used under the direction of D. B. Varner in Continuing Education to assist in staging the American Dairy Science Association meeting in June 1955.

\$5 from C. E. Widick of Okemos

\$25 from American Dairy Science Association of Swartz Creek, Michigan

\$50 from The Creamery Package Manufacturing Company of Chicago

\$200 from Forrest L. Bambo of Lansing

56. Approved the establishment of the Department of Statistics in the Division of Mathematical and Physical Sciences with the following personnel assignment to the new department, effective July 1, 1955:

J. S. Frame, Acting Head

A. G. Laurent, Instructor

K. J. Arnold, Associate Professor

J. L. Eagg, Temporary Instructor

Leo Katz, Associate Professor

W. D. Baten, Professor ($\frac{1}{2}$ time)

Ingram Olkin, Associate Professor

J. F. Hannan, Assistant Professor

Approval of
personnel
changes

57. Approved recommendations from the Personnel Director, as follows:

a. Change a Clerical Assistant position in the Michigan Agricultural Marketing Program in Grand Rapids from $3\frac{1}{2}$ days per week to a full time position, effective July 1, 1955.

b. Reclassification of a Secretary-Departmental I to a Secretary-Departmental II position in the Bureau of Research and Service in the College of Education.

c. Establishment of a Clerk-Stenographer I position for the Michigan State University Press, effective September 1, 1955

d. Reclassification of a Clerk-Typist to a Clerk II position in Continuing Education. This is paid from account 21-2902.

e. Reclassification of an Assistant Recorder IV to an Assistant Recorder IVA position in the Office of the Registrar.

\$2000 approp.
Inf. Services

58. Appropriation of \$2000 for Information Services for the printing of an adequate supply of campus maps.

App. 1955 S.S.
payroll

59. Approved the salary payroll for the 1955 Summer School, as follows:

For the 6 week session and the first 6 weeks of the 9-week session

\$228,844.36

For the last 3 weeks of the Summer School

54,389.54

\$50 paid to
Mich. Health
Council

60. Approved the payment of \$50 to the Michigan Health Council for membership dues for 1955.

Sale of 500
KW low press.
steam turbine
to Borden

61. Approved the sale of a 500 KW low pressure steam turbine to the Borden Condensed Milk Company at a price of \$1500. This equipment was purchased in 1924 and has not been in use for some time.

Alt. Dem. Hall

62. Approved alterations in rooms 6, 7, 8 and 11 in Demonstration Hall at an estimated cost of \$3,000 to be charged to Alterations and Improvements 1955-56.

Music Add.

63. Approved awarding the contract for the addition to the Music Building to the Christman Company, the low bidder, at a cost of \$573,270. Bids were received as follows:

awarded to
Christman Co.

Christman Company

\$573,270

George W. Lathrop & Sons

605,362

Clark Construction

703,000

Because of alternate bids, the low bid was reduced to \$573,270.

Vandenburg
awarded con-
tract for
Drainage work
parking bays,
etc.

64. Approved awarding the contract covering concrete and drainage work on new parking bays, walkways, etc. at fourteen different locations on the campus to the low bidder, The Vandenburg Construction Company at \$35,748.10. Bids were as follows:

Vandenburg Construction Company

\$35,748.10

The Christman Company

38,014.00

Spartan Asph.
Co. awarded
contract for
bituminous
surfacing

65. Approved awarding the contract covering the bituminous surfacing at the Fire Station, Farm Lane Extension, Horticulture-Agricultural Building parking, and the University Village roadways to the low bidder, Spartan Asphalt Paving Company, at \$20,030. Bids were as follows:

Spartan Asphalt Paving Company

\$20,030

Wright Construction Company

27,900

Michigan Colprovia Company

29,305

NEW BUSINESSResignations and Terminations

1. Frank Joseph Romanik, 4-H Club Agent in Alpena County, August 31, 1955 to enter private retail business.
2. Lloyd Alfred Mitterling, Assistant Agricultural Agent in Macomb County, effective August 31, 1955 to accept employment with a national produce organization.
3. Gertrude Mueller, Assistant Professor of Land and Water Conservation, effective August 31, 1955, because of illness in the family.
4. Stanley Chipper, Instructor in Economics, August 31, 1955.
5. Robert F. Voertman, Instructor in Economics, August 31, 1955.
6. Clair R. Tettermer, Assistant Professor of Speech and Television Development August 31, 1955 to accept employment elsewhere.
7. Margaret J. MacDougall, Instructor in Foods and Nutrition, August 31, 1955 to be married.
8. Elmer Knowles, Assistant Professor of Home Management and Child Development August 31, 1955 to accept a position at the University of Wyoming.
9. Daniel J. Sorrells, Assistant Professor of Administrative and Educational Services, August 31, 1955 to become Dean of Students at Central Michigan College.
10. George Hosler, Consultant in Continuing Education, August 15, 1955 to accept a position with the School system at Niles.
11. Alvie L. Smith, Centennial Director, August 31, 1955 to accept a position with General Motors Corporation.
12. Earl K. Brigham, Assistant Professor (Ext.) Information Services, September 16, 1955.
13. Charles H. Clark, Manager Brody Group of Dormitories, September 30, 1955.
14. Kenneth D. Lawson, Manager, Residence Halls, September 30, 1955.
15. Cancellation of appointment of Myrtle Eklund, Librarian, Vietnam FOA Project, June 9, 1955.

Resignations

Leaves

1. Marie A. Wolfe, Assistant 4-H Club Leader with full pay from October 1, 1955 to March 31, 1956 and no pay from April 1, 1956 to June 30, 1956 to study for her Master's degree at Cornell.
2. Dorothy Erler, Acting Associate District Extension Supervisor, with half pay from October 1, 1955 to September 30, 1956 to study for her Master's degree at Cornell.
3. Charles Edward Irvin, Assistant Professor of Communication Skills and Speech, with full pay from April 1, 1956 to September 15, 1956 for library research and writing.
4. Claude M. Newlin, Professor of English, with full pay from April 1, 1956 to August 31, 1956 to do research for writing a book.
5. Emerson Jacob, Order Librarian IVAB, with full pay from February 1, 1956 to July 31, 1956 to work on his Ph.D. at the University of Michigan.
6. Devere W. Ryckman, Assistant Professor of Civil Engineering without pay from September 1, 1955 to December 31, 1955 to complete his Ph.D. at M.I.T.
7. Alice M. Harrison, Instructor in Business Education and Secretarial Studies without pay from September 1, 1955 to August 31, 1956 to study for his Ph.D. at Ohio State University.
8. Joseph A. Schlesinger, Instructor in Political Science without pay from September 1, 1955 to August 31, 1956 to do research in Paris, France.
9. Henrietta Eppink, Assistant Professor of Nursing Education without pay from August 22, 1955 to September 5, 1955 for military duty.

Leaves

Appointments

1. Margaret Ann Hill, Marketing and Consumer Information Agent at Large, at a salary of \$4300 per year on a 12-month basis, effective August 15, 1955.
2. Wesley B. Sundquist, Instructor (Res.) Agricultural Economics at a salary of \$200 per month, effective September 16, 1955.
3. Maurice Brandt, Instructor in Agricultural Engineering at a salary of \$4800 per year on a 12-month basis, effective from September 16, 1955 to June 30, 1956, paid three-quarters college and one-quarter Experiment Station funds.
4. Lon D. McGilliard, Associate Professor of Dairy at a salary of \$9000 per year on a 12-month basis, effective August 16, 1955, paid one-half College and one-half Experiment Station funds.
5. John Clark Ballard, Assistant Professor (Res.) of Horticulture at a salary of \$6700 per year on a 12-month basis, effective September 1, 1955.

Appointments

NEW BUSINESS, continuedAppointments, continued

6. John Dixon Downes, Assistant Professor (Res.) of Horticulture at a salary of \$6000 per year on a 12-month basis, effective August 16, 1955.
7. Charles W. Strieby, Assistant Professor of Landscape Architecture and Urban Planning at a salary of \$7000 per year on a 10-month basis effective September 1, 1955.
8. Norman C. Higgins, Assistant Professor (Ext.) of Forest Products at a salary of \$7000 per year on a 12-month basis, effective October 1, 1955.
9. Myron S. Miller, Instructor in Improvement Services at a salary of \$3900 per year on a 10-month basis effective September 1, 1955 to August 31, 1956.
10. James A. Scott, Instructor on the Board of Examiners at a salary of \$4300 per year on a 10-month basis effective September 1, 1955 to August 31, 1956.
11. Wesley Stanley Simons, Instructor on the Board of Examiners at a salary of \$2000 per year on a 10-month basis effective September 1, 1955 to August 31, 1956.
12. Hastell F. Hollis, Instructor in Communication Skills at a salary of \$4800 per year on a 10-month basis, effective September 1, 1955.
13. Richard J. Coelho, Instructor in Communication Skills at a salary of \$4800 per year on a 10-month basis, effective September 1, 1955.
14. William G. Robertz, Instructor in Communication Skills, at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
15. J. Geoffrey Moore, Assistant Professor of Humanities at a salary of \$6000 per year on a 10-month basis, effective September 1, 1955.
16. Howard J. Pollman, Instructor in Humanities at a salary of \$4600 per year on a 10-month basis effective September 1, 1955.
17. Edward B. Sprague, Instructor in Natural Science at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
18. Edith J. Douglas, Instructor in Natural Science at a salary of \$3600 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
19. Robert Eliot Smolker, Instructor in Natural Science at a salary of \$4800 per year on a 10-month basis, effective September 1, 1955.
20. Hugh Nelson Mazingo, Assistant Professor of Natural Science at a salary of \$5500 per year on a 10-month basis, effective September 1, 1955.
21. William T. Ross, Instructor in Social Science at a salary of \$5000 per year on a 10-month basis effective September 1, 1955.
22. Oscar Glantz, Instructor in Social Science at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
23. Stanley K. Sheinbaum, Instructor in Economics at a salary of \$2000 per year on a 10-month basis, effective September 1, 1955 and Instructor Vietnam FCA Project on a 12-month basis at a salary of \$2666 per year, September 1, 1955.
24. Richard E. Shannon, Instructor in Economics at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
25. Manfred Lilliefors, Lecturer in Social Work from October 1, 1955 to June 30, 1956 to be paid as follows:
\$400 for period October 1, 1955 to December 31, 1955; \$300 for period January 1, 1956 to March 31, 1956 and \$200 for period April 1, 1956 to June 30, 1956.
26. William Andrew Paton, Jr. Assistant Professor of Accounting at a salary of \$6300 per year on a 10-month basis, effective September 1, 1955.
27. Burton L. Graubart, Instructor in Accounting at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
28. Dale Franklin Keyser, Instructor in Business Education and Secretarial Studies at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
29. Virginia E. Ross, Instructor in Business Education and Secretarial Studies at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
30. Samuel G. Ramsey, Instructor in General Business at a salary of \$2000 for the period October 1, 1955 to June 30, 1956.
31. Robert L. King, Instructor in General Business at a salary of \$2200 for the period October 1, 1955 to June 30, 1956.

NEW BUSINESS, continuedAppointments, continued

Appointments

32. Donald E. Truitt, Instructor in General Business at a salary of \$2000 for the period October 1, 1955 to June 30, 1956.
33. Marjorie Hunsinger, Assistant Professor of General Business at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955.
34. William Lazer, Instructor in General Business at a salary of \$5800 per year, on a 10-month basis, effective September 1, 1955.
35. William D. Stafford, Instructor in Hotel, Restaurant and General Institutional Management at a salary of \$5000 per year on a 12-month basis, effective September 1, 1955.
36. John R. Whitaker, Visiting Professor of Journalism at a salary of \$8100 per year on a 10-month basis from September 1, 1955 to August 31, 1956.
37. Nathan B. Blumberg, Associate Professor of Journalism at a salary of \$6200 per year on a 10-month basis, effective September 1, 1955.
38. Oriel J. Willert, Instructor in Speech at a salary of \$4800 per year on a 10-month basis, effective September 1, 1955.
39. Ethel R. Patterson, Secretary to the Dean of Communication Arts at a salary of \$4500 per year on a 12-month basis, effective August 8, 1955.
40. David Krathwohl, Associate Professor in the Bureau of Research and Service at a salary of \$8500 per year on a 10-month basis, effective November 1, 1955.
41. Charles A. Blackman, Instructor in Teacher Education at a salary of \$5500 per year on a 10-month basis, effective January 1, 1956.
42. Sarah B. Heaps, Instructor in Teacher Education at a salary of \$6000 per year on a 10-month basis, effective from September 1, 1955 to August 31, 1956.
43. Maydean Weaver Nash, Instructor in Teacher Education at a salary of \$4400 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
44. Billy Joe Shell, Instructor in Civil Engineering at a salary of \$5000 per year on a 10-month basis from October 1, 1955 to December 31, 1955.
45. Tarik Ozker, Visiting Assistant Professor of Electrical Engineering at a salary of \$1 from October 1, 1955 to June 30, 1956.
46. Edwin Warren Miller, Instructor in Engineering Drawing at a salary of \$4100 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
47. Eugene Harrison, Instructor in Mechanical Engineering at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955.
48. Mary Catherine Zwick, Instructor in Foods and Nutrition at a salary of \$4600 per year on a 10-month basis effective September 1, 1955 to August 31, 1956.
49. Thelma Dunn, Instructor in Home Management and Child Development at a salary of \$2200 per year on a 10-month basis effective September 1, 1955 to August 31, 1956.
50. Louise H. Thompson, Teacher in the Spartan Nursery School at a salary of \$1800 per year on a 10-month basis effective September 1, 1955 to August 31, 1956.
51. Grace A. Miller, Instructor in Institution Administration at a salary of \$5000 per year on a 12-month basis effective September 1, 1955 to August 31, 1956, paid $\frac{1}{4}$ from College and $\frac{3}{4}$ from Experiment Station funds for the period.
52. Pauline Rusk Beveridge, Instructor in Textiles, Clothing and Related Arts at a salary of \$3300 for the period October 1, 1955 to June 30, 1956.
53. Mary C. Miller, Assistant Professor of Textiles, Clothing and Related Arts at a salary of \$5100 per year on a 10-month basis effective September 1, 1955.
54. Margaret Werner, Instructor in Textiles, Clothing and Related Arts at a salary of \$4600 per year effective September 1, 1955.
55. Robbie Gene Blakemore, Instructor in Textiles, Clothing and Related Arts at a salary of \$4600 per year on a 10-month basis from September 1, 1955 to August 31, 1956.
56. Lloyd G. Wilson, Instructor (Res.) in Botany and Plant Pathology at a salary of \$5200 per year on a 12-month basis, effective September 1, 1955 to August 31, 1956.
57. Samuel Rosen, Assistant (Res.) in Zoology at a salary of \$6900 per year on a 12-month basis, effective September 1, 1955 to August 31, 1956.
58. Charles J. Steinmetz, Instructor in Zoology at a salary of \$1850 for the period October 1, 1955 to June 30, 1956.

NEW BUSINESS, continued

Appointments

Appointments, continued

59. Aelred Geis, Instructor in Zoology at a salary of \$4600 per year for the period October 1, 1955 to June 30, 1956.
60. Robert R. Reilly, Instructor in English at a salary of \$4600 per year on a 10-month basis effective September 1, 1955 to August 31, 1956.
61. Joseph J. Waldemeier, Instructor in English at a salary of \$2300 per year from September 1, 1955 to August 31, 1956.
62. Sue Thomas Silfies, Instructor in Music at a salary of \$2300 per year effective September 1, 1955 to August 31, 1956.
63. George Silfies, Associate Professor of Music at a salary of \$7000 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
64. Phyllis Grunewald, Instructor in Music at a salary of \$4000 per year on a 10-month basis effective September 1, 1955 to August 31, 1956.
65. Lovell J. Dewey, Instructor (Res.) in Chemistry at a salary of \$5000 per year on a 12-month basis effective August 16, 1955 to August 31, 1955.
66. Harold Bertram Stonehouse, Assistant Professor of Geology at a salary of \$6500 per year on a 10-month basis, effective September 1, 1955.
67. Robert Louie Blair, Assistant Professor of Mathematics at a salary of \$5300 per year on a 10-month basis effective September 1, 1955.
68. William J. Harrell, Instructor in Mathematics at a salary of \$300 per month effective September 1, 1955 to June 30, 1956.
69. Robert Gene Brown, Instructor in Mathematics at a salary of \$200 per month from October 1, 1955 to June 30, 1956.
70. Bernard Jacobson, Instructor in Mathematics at a salary of \$300 per month from September 1, 1955 to June 30, 1956.
71. William Harold Kelly, Assistant Professor of Physics and Astronomy at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955.
72. Walter H. Tanttila, Assistant Professor of Physics and Astronomy at a salary of \$5400 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
73. Roger Lawrence Williams, Assistant Professor of History at a salary of \$5800 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
74. Harold T. Walsh, Instructor in Philosophy at a salary of \$3000 for the period October 1, 1955 to March 31, 1956.
75. Victor Samua, Instructor in Psychology at a salary of \$1850 for the period October 1, 1955 to June 30, 1956.
76. John E. Nangle, Instructor in Psychology at a salary of \$1850 for the period October 1, 1955 to June 30, 1956.
77. William R. Mackavey, Instructor in Psychology at a salary of \$1850 for the period October 1, 1955 to June 30, 1956.
78. Franz Georg Geierhaas, Instructor in Psychology at a salary of \$1850 for the period October 1, 1955 to June 30, 1956.
79. Howard H. Fink, Instructor in Psychology at a salary of \$1500 for the period October 1, 1955 to June 30, 1956.
80. Walter G. Vogtmann, Instructor in Psychology at a salary of \$1850 for the period October 1, 1955 to June 30, 1956.
81. Elizabeth Drews, Instructor in Psychology at a salary of \$1500 for the period October 1, 1955 to June 30, 1956.
82. Seymour J. Gilman, Instructor in Sociology and Anthropology at a salary of \$100 per month from October 1, 1955 to December 31, 1955.
83. Ruth J. Useem, Research Consultant in Sociology and Anthropology at no salary from the college effective September 1, 1955 (Area Research Center).
84. Leo W. Walker, Lecturer in Anatomy at a salary of \$150 for the period October 1, 1955 to June 30, 1956.
85. T. T. Chaddock, Lecturer in Animal Pathology at a salary of \$350 for the period January 1, 1956 to March 31, 1956.
86. Oliver W. Kaufman, Assistant Professor of Microbiology and Public Health, at a salary of \$8300 per year on a 12-month basis effective September 1, 1955 paid three-quarters from College and one-quarter from Experiment Station funds.

NEW BUSINESS, continuedAppointments, continued

87. John E. Nellor, Instructor in Physiology and Pharmacology at a salary of \$5800 per year on a 12-month basis, effective October 1, 1955 to September 30, 1956, paid one-half college and one-half experiment station funds.
88. Jack H. Fries, Lecturer in Surgery and Medicine at a salary of \$300 for the period October 1, 1955 to June 30, 1956.
89. William D. Cheney, Consulting Radiologist in Surgery and Medicine at no salary from the college from October 1, 1955 to June 30, 1956.
90. Don M. LeDuc, Lecturer in Surgery and Medicine at a salary of \$300 for the period October 1, 1955 to June 30, 1956.
91. Jack W. Warren, Lecturer in Surgery and Medicine at a salary of \$350 for the period October 1, 1955 to December 31, 1955.
92. Maurice L. Richardson, Consulting Radiologist in Surgery and Medicine at no salary from the college from October 1, 1955 to June 30, 1956.
93. Anne L. Murphy, Manager of Williams Hall at a salary of \$5400 per year on a 12-month basis effective September 1, 1955.
94. Grace Masuda, Manager of Yakeley Hall and Instructor in Institution Administration at a salary of \$5150 per year on a 12-month basis, effective September 1, 1955.
95. Hector R. MacLeod, Landscape Construction Superintendent at a salary of \$6500 per year on a 12-month basis, effective September 1, 1955.
96. Charles Frank Sloane, Police Specialist Vietnam FOA Project at a salary of \$7300 per year on a 12-month basis from July 31, 1955 to June 30, 1957.
97. Nyugen thi Quyt, Instructor Vietnam FOA Project at a salary of \$500 for the period August 4, 1955 to August 24, 1955.
98. Vu Thi Yen, Instructor Vietnam FOA Project at a salary of \$660 for the period August 1, 1955 to August 26, 1955.

Miscellaneous

1. Transfer of Leonard J. Hill from Assistant Agricultural Agent at Large to Associate Agricultural Agent in VanBuren County at the same salary of \$5800 per year on a 12-month basis, effective August 22, 1955. Transfers
2. Transfer of Mary B. Van Allsburg, from Home Demonstration Agent in Antrim, Kankaska and VanBuren Counties to Home Demonstration Agent in Chippewa County at the same salary of \$4100 per year on a 12-month basis effective August 15, 1955.
3. Transfer of Edgar L. DeForest from Assistant Professor of Communication Skills to Assistant Director of the Summer School with the rank of Assistant Professor at a salary of \$8000 per year on a 12-month basis effective September 1, 1955.
4. Transfer of Dorothy J. Parker, Assistant to Dean of Students, to Associate Professor of Health, Physical Education and Recreation at a salary of \$6860 on a 12-month basis, effective September 1, 1955.
5. Transfer of Frances H. DeLisle from Associate Professor, Counseling Center to Assistant to the Dean of Students with the rank of Associate Professor at the same salary of \$6500 per year, effective September 1, 1955.
6. Salary change for Ellis Austin, Instructor in Economics from \$2000 per year to \$3000 per year from July 1, 1955 to August 31, 1955. Salary inc. for Ellis Austin
7. Salary increase for Bernice Borgman, Associate Professor of Home Management and Child Development from \$6900 to \$7200 per year effective September 1, 1955. Bernice Borgman.
8. Change in status of John Louis McKeever, Instructor in Accounting, from \$3100 for part-time to \$4600 for full time for the period from September 1, 1955, to June 30, 1956. Ch. status John Louis McKeever, to full time to 6/30/56
9. Promotion of Helen H. Green from Instructor to Assistant Professor of Business Education and Secretarial Studies, effective September 1, 1955. Promotion Helen Green to Asst. Prof.
10. Assignment of Mrs. Henrietta Alubowicz, Reference Librarian IV, as Librarian for the Vietnam FOA Project at a salary of \$6525 per year on a 12-month basis, effective for one year beginning August 22, 1955. H. Alubowicz assigned Viet.
11. Payment of \$350 to William Tomlinson, Producer-Coordinator in Television Development, for teaching in the 3-weeks Television Workshop from August 1-19. Payment \$350 to Wm. Tomlinson for Wkshop
12. Change in status of Julian W. Smith, Associate Professor of Administrative and Educational Services, from full-time to half-time and paid one-half his present salary, effective from November 1, 1955, to July 31, 1957. Professor Smith will be paid one-half salary direct by the American Association of Health, Physical Education, and Recreation. Ch. in status Julian Smith

NEW BUSINESS, continued

Miscellaneous, continued

Ch. in status
Harold Ander-
son to Prof.
(Res.)

D.M. Johnson
designated
Act. Hd. Psych
Report of
death of
H. A. Fee

also of
Ralph Hammond

also of
Grover C.
Willard

also of
Jacob Schepers

and
Cora I.
McCauley

Approval of
several
changes as
recommended
by the
Personnel
Director

No payment in
addition to
retainer fee
due Munsons

Additional
appropriation
of \$2700 for
Aud. and F.T.
approved for
fall term '56

Approval of
leasing office
space in
Kalamazoo for
Cont. Educ.

Detroit Ster-
ling awarded
contract for
finish hard-
ware.

13. Change in status of Harold H. Anderson from Professor and Head of Psychology to Professor (Research) of Psychology at a salary of \$9500 per year on a 10-month basis, effective September 1, 1955.
14. Designation of Donald M. Johnson as Acting Head of Psychology at an additional salary of \$1000 for one year beginning September 1, 1955.
15. Report of the death of H. A. Fee of Adrian, Michigan, on May 3, 1955.
16. Report of the death of Ralph Hammond on August 2, 1955. Mr. Hammond was born on July 15, 1867, and was employed in the Agricultural Engineering Department from September 1, 1921 until his retirement on June 30, 1938.
17. Report of the death of Grover Cleveland Willard on July 23, 1955. Mr. Willard was born May 21, 1921, and was employed at the Ice Rink from October 28, 1947, until his death.
18. Report of the death of Jacob Schepers on July 15, 1955. Mr. Schepers was born on March 15, 1876, and was employed in the Comptroller's Office from May 1, 1907 until his retirement on July 1, 1945.
19. Report of the death of Cora I. McCauley on June 25, 1955. Mrs. McCauley was born on January 30, 1877, and was employed as a housemother from September 25, 1930 until her retirement on July 1, 1944.
20. The following changes are recommended by the Personnel Director in the classified lists:
 - a. Reclassify a Clerk-Typist to a Clerk-Stenographer I position in Short Courses (11-3881).
 - b. Establish a Clerk-Stenographer I position in Adm. and Educ. Services (11-4381)
 - c. Reduce an Office Asst. III position in Adm. and Educ. Services from full-time to one-third time, effective September 1, 1955 (11-4381).
 - d. Establish a Clerk-Stenographer I position in the Dean of Students Office (11-1021)
 - e. Reclassify a Food Supervisor IIIA to a Food Supervisor IVAB position in Kellogg Center (21-2873)
 - f. Reclassify an IBM Supervisor I to an IBM Supervisor II position, effective September 1, 1955 (21-2916).
21. Report from Mr. Munson, College Architect, of services rendered under the terms of our agreement for the fiscal year 1954-55. The total cost of the work was \$70,552.59, and there is no payment due Mr. Munson in addition to the retainer fee.
22. Appropriation of \$2700 for the following uses of the Auditorium and Fairchild Theater during fall term 1955:

Orientation Week	
Main Auditorium, September 18-23 @ \$100	\$600
Fairchild Theater, September 19-23 @ \$50	250
Main Auditorium, Dance, September 24	350
MEA Convention	
Main Auditorium, October 13 and 14 @ \$100	200
Fairchild Theater, October 13 and 14 @ \$50	100
Appropriation for necessary setup	200
Michigan Milk Producers	
Fairchild Theater, November 3 @ \$50	50
Annual Meeting of Michigan Farm Bureau	
Main Auditorium, November 9, 10, 11 @ \$100	300
Fairchild Theater, November 9, 10, 11 @ \$50	150
Appropriation for necessary setup	250
Orchestra Concert	
Main Auditorium, November 13 @ \$100	100
Little Symphony	
Fairchild Theater, November 29 @ \$50	50
Christmas Concert	
Main Auditorium, December 4 @ \$100	100
23. Recommendation for leasing office space on the 15th floor of the American National Bank Building, Room 1506, in Kalamazoo, from H. Loree Harvey at a rental of \$65 per month, effective for one year beginning September 1, 1955. The lease arrangement is on a year-to-year basis with the right of either party to cancel upon 6 days written notice. The office space will be used by the Regional Director for Continuing Education of Michigan State University.
24. Recommendation that the contract for the finish hardware for the addition to the Music Building be awarded to low bidder, Detroit Sterling Hardware, at a cost of \$3950. The following bids were received.

Detroit Sterling Hardware	\$3950
Ridgeway Contractors	4450
Schaberg-Dietrich Hardware	4495
Builders Hardware Company	4500

August 19, 1955

NEW BUSINESS, continuedGifts and Grants

1. Grants as follows for scholarship purposes:
 - a. \$200 from Horwath and Horwath of Chicago to be added to the principal of the Horwath and Horwath Scholarship fund (31-3583).
 - b. \$200 from Gerber Products Company of Lansing to provide \$100 scholarships for two students for the summer session 1955.
 - c. \$1500 from Anheuser-Busch, Inc. of St. Louis, Missouri, to continue the Augustus Busch Jr. scholarships administered by the Division of Hotel, Restaurant, and General Institutional Management.
 - d. \$500 from Duncan Hines, Duncan Hines, Inc., of Bowling Green, Kentucky, for a needy student of good academic status and an indicated interest in Restaurant Management.
 - e. \$375.55 from the Episcopal Women of the Diocese of Lansing to continue financial assistance for a Japanese student.
 - f. \$800 from the LaVerne Noyes Estate of Chicago to continue the Scholarships for descendants of World War I veterans.
 - g. \$50 from Ivan E. French of Dimondale to establish the Elizabeth I. French Award for a junior student in Home Economics for fall term.
2. Approval of an amendment to the memorandum of agreement with the Commodity Credit Corporation and the Agricultural Marketing Service of the United States Department of Agriculture reducing the amount to be paid the University from \$1400 to \$1225.
3. Books valued at \$250 from H. William Klare, President of the Founders Fund, of Detroit, to be used under the direction of L. W. Scott in the Division of Hotel, Restaurant, and General Institutional Management in the student library at the Kellogg Center,
4. Grant of \$3545 from the Senior Class of 1955 to provide a Conn Organ for the Union at a cost of \$3245 and a small window in the Alumni Memorial Chapel Narthex at a cost of \$300.
5. Grant of \$1000 from The Sidney Hillman Foundation, Inc., of New York City to be used under the direction of Dean Hamilton for participation in the Sidney Hillman Foundation lecture program.
6. Grant of \$300 from Funk Brothers Seed Company of Bloomington, Illinois. This is a contribution in appreciation for the services of Mr. Varmer and Mr. Payne in the Mid-Summer Conference of Funk Brothers.
7. Renewal of a memorandum of agreement with the Newton Agricultural Extension Association of Marshall, Michigan, covering a grant of \$1875 to be used under the direction of Director Miller in the Cooperative Extension Service to assist in the continued cost of the intensive agricultural extension program.
8. Renewal of a memorandum of agreement with The National Vitamin Foundation, Inc. of New York City covering a grant of \$3000 to be used under the direction of R. W. Luecke in Agricultural Chemistry in a study of the B vitamin requirements of the baby pig.
9. Renewal of a memorandum of agreement with the Michigan REA Safety and Job Training Commission of Ubyly, Michigan, covering a grant not to exceed \$8400 to be used under the direction of A. W. Farrall in Agricultural Engineering to carry on in-service safety and job training programs throughout the state.
10. Renewal of a memorandum of agreement with the American Institute of Park Executives of Aurora, Illinois, covering a grant of \$514.13 to be used under the direction of A. T. Wilcox in Land and Water Conservation to continue a program for research and printing of technical literature in the park management field.
11. Renewal of a memorandum of agreement with the American Institute of Park Executives of Aurora, Illinois, covering a grant of \$1135 to be used under the direction of A. T. Wilcox to aid in printing manuals on park sanitation and facilities.
12. Renewal of a memorandum of agreement with the United States Office of Vocational Rehabilitation covering a grant of \$13,440 to be used under the direction of E. B. Harper in Social Work to assist in the training of social workers for employment in physical and mental rehabilitation centers and programs.
13. Grant of \$1000 from the Ford Motor Company of Birmingham, Michigan, to be used under the direction of Donald A. Taylor in the Bureau of Business Research to analyze the non-farm market for tractors and to determine the factors affecting their sale, utilizing sales records submitted by the Company.
14. Approval of a memorandum of agreement with The Detroit News covering a grant of \$400 to be used under the direction of Marvin Hoffman in the Bureau of Business Research in the projection of 1953 and 1954 retail sales figures for the 6-county area surrounding Detroit and the analysis of changes therein.
15. Grant of \$1500 from the American Association for Health, Physical Education, and Recreation of Washington, D. C. to be used under the direction of J. W. Smith in Administrative and Educational Services to cover expenses in connection with the administration of an outdoor education project for the development of leadership training in schools and colleges. The association will also pay one-half the salary of Professor Smith and two-thirds the salary of his office assistant.

Approval of several grants for scholarship purposes

Approval of amendment to agreement with Commodity Credit Corp. Acceptance of books from H. Wm. Klare for K.C.

\$3545 accepted from Senior Class

\$1000 from Signey Hillman Found.

\$300 from Funk Broth. Seed Co

Memo agreement Newton-Agric. Ext. Association, Marshall.

\$3000 Nat. Vitamin Found

\$7400 from REA Safety & Job Training Commission

\$514.13 from Am. Inst. Park Executives

\$1135 from Am. Inst. Park Executives

\$13,440 from U.S. office Voc. Rehab.

\$1000 from Ford Motor Company

\$400 from The Detroit News

\$1500 from Am. Assoc. for Health, Physical Educ. & Rec.

NEW BUSINESS, continuedGifts and Grants, continued

\$10,320 from
Mich. Heart
Assoc.

16. Grant of \$10,320 from the Michigan Heart Association of Detroit to be used under the direction of Dean Dye and Dr. Gross in Home Economics to continue the program in work simplification for cardiac cases.

\$3250 from
Merck & Co.

17. Renewal of a memorandum of agreement with Merck and Company, Inc. of Rahway, New Jersey, covering a grant of \$3250 to be used under the direction of R. N. Costilow in Microbiology to study the fundamental principles as to how bacteria bring about the rapid discoloration of fresh meat. The agreement provides for a special graduate research assistant.

\$12,776.50
from Dept.
Health, Educ.
& Welfare

18. Grant of \$12,776.50 from the Department of Health, Education, and Welfare of Washington, D.C. to be used under the direction of W. N. Mack in Microbiology in a study of the isolation of enteric viruses from sewage. Provision is made for special graduate research assistants.

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

ADDITIONAL ITEMSResignationsResignations and Terminations

1. John W. Kidd, Assistant Professor of Social Science and Board of Examiners, August 31, 1955.

LeavesLeaves

1. Bernard I. Loft, Assistant Professor of Continuing Education without pay from September 1, 1955 to August 31, 1956 to work on his Ph.D. at Indiana University.
2. A. W. Otterbein, County Agricultural Agent in Iron County, without pay from August 10, 1955 to September 30, 1955 for health reasons.

AppointmentsAppointments

1. R. Vance Presthus, Associate Professor of Political Science at a salary of \$7075 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
2. Barrett Lyons, Lecturer in Social Work at a salary of \$550 for the period October 1, 1955 to December 31, 1955, paid \$250 from college funds and \$300 from evening school.
3. Marvin J. Phillips, Instructor in Speech at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955.
4. Dale Norman Anderson, Instructor in Speech, at a salary of \$3000 for the period October 1, 1955 to June 30, 1956.
5. James W. Costar, Instructor in Administrative and Educational Services at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
6. Marjorie Tate, Resident Coordinator in Teacher Education at a salary of \$7000 per year on a 12-month basis, effective August 1, 1955 to July 31, 1956 - one-half the salary to be paid by the University in 3 installments to Boards of Education in accordance with School District contracts.
7. Paul N. Clem, Resident Coordinator in Teacher Education at a salary of \$6000 for the period from September 1, 1955 to May 30, 1956 - one-half the salary to be paid by the University in 3 installments to Boards of Education in accordance with School district contracts.
8. Marilyn Hamm, Resident Coordinator in Teacher Education at a salary of \$5800 for the period effective September 1, 1955 to May 30, 1956 - one half the salary to be paid by the University in 3 installments to Boards of Education in accordance with School district contracts.
9. George E. Sutton, Instructor in Mechanical Engineering at a salary of \$1200 per year effective September 1, 1955 to August 31, 1956.
10. Jeanne Elizabeth Cannon, Instructor in Textiles, Clothing and Related Arts at a salary of \$5200 per year on a 12-month basis, effective September 1, 1955 paid, $\frac{2}{3}$ college and $\frac{1}{3}$ Experiment Station funds.
11. Morris Paul Yakin, Instructor in Psychology at a salary of \$1850 for the period October 1, 1955 to June 30, 1956.
12. Philip K. Jensen, Instructor in Psychology at a salary of \$925 for the period October 1, 1955 to June 30, 1956.
13. Stanley E. Crowe, Director of the Lecture-Concert Series and Counselor for Unclassified Students at a salary of \$5570 per year on a 12-month basis effective July 1, 1955 to June 30, 1956. It is understood that other arrangements will be made for handling the Lecture-Concert Series and the Unclassified Students after this year.

ADDITIONAL ITEMS, continuedMiscellaneous

1. Increase in salary for William F. Hueg, Instructor in Farm Crops to \$4600 per year on a 12-month basis, effective July 1, 1955. Salary increases for Wm. Hueg
2. Increase in salary for Joseph A. Schiesinger, Instructor in Political Science to \$4800 per year on a 12-month basis, July 1, 1955. Joseph A. Schlesinger
3. Increase in salary for Joseph W. Thompson, Instructor in General Business to \$5200 per year on a 10-month basis, effective July 1, 1955. Joseph W. Thompson
4. Mariella Aikman, Teacher in the Spartan Nursery School to \$4600 per year on a 10-month basis effective September 1, 1955. Mariella Aikman
5. Increase in salary for Robert C. Clark, Assistant Director of Placement, to \$6600 per year on a 12-month basis, effective September 1, 1955. Robert C. Clark
6. Payment of additional amount to salaries employees since the June Board meeting, as per list on file. Add. amts. paid sal. employees.
7. Alterations and improvements as follows to be charged to the budgeted account for Alterations and Improvements for 1955-56:

a. Provide a constant temperature room, room 241 Natural Science Building	\$1500
b. Provide an additional office, room 121, Agricultural Hall	1400
c. Enlarge room 309, Administration Building, Dean of Students	750
d. Provide office first floor Business Administration Building	650
e. Improve lighting, room 1, Women's Gymnasium	400
f. Improve lighting, interviewing rooms, Morrill Hall	250
Total	<u>\$4950</u>

 Approval of alteration and improvement items
8. Approved metal mesh partition and shelving for equipment in Jenison Gymnasium at a cost of \$480 to be paid from athletic funds. Approval of partition and shelving for equipment in Jenison Gym
9. Authorize changes in parking meters at a total cost of not to exceed \$2120 to be charged to the parking meter income account. Approval changes in parking meters
10. Payment of \$625 to Robert H. Scott, Associate Professor of Police Administration (resigned) for services rendered for the academic year 1953-54. Pay. \$625 to Robert H. Scott
11. Payment of \$416.67 to Ellis T. Austin, temporary Instructor in Economics, for services rendered for the academic year 1954-55. \$416.67 to Ellis T. Austin
12. Recommendation from the Retirement Committee that, in accordance with the retirement provisions, the widow of Grover C. Willard be paid his salary of \$401 per month for a period of nine months after his death. Widow of Grover Willard to receive 8 months wages
13. Approval of a memorandum of agreement with The Mobile Homes Manufacturers Association of Chicago covering a grant of \$45,000 to be used under the direction of A. J. Panshin in Forest Products to establish a 4-year program for the Mobile Homes Industry for training technical personnel, and to develop short courses for the personnel now employed by the Mobile Homes industry. \$45,000 from Mobile Homes Mfrs. Assoc.
14. Grant of \$7700 from the National Science Foundation of Washington, D.C., to be used under the direction of G. W. Prescott in Botany in monographic treatment of the desmids of North America. Provision is made for a special graduate research assistant. \$7700 from Nat. Sci. Foundation
15. Grant of \$600 from the Sears-Roebuck Foundation of Chicago to be used under the direction of the Dean of Home Economics and the Scholarship Committee for scholarships for freshman women entering the College of Home Economics. \$600 from Sears-Roebuck
16. Mr. Carr reported to the Board on developments with reference to the Fee estates. Report Att. Carr re: Fee estate
17. Mr. Carr reported that he has checked the accounts of the Detroit Trust Company executor of the Will of Howard E. Cowles, and finds them in proper order. The terms of this estate provide for a testamentary trust with the income paid to the widow and an aunt during their lives. Upon their deaths, \$10,000 is to be made available to Michigan State University to create scholarships for fourth year students in dairy science. Mr. Carr reports that he feels that it is probably that upon termination of the trust, the full bequest provided in the Will should be realized by the University. Report Att. Carr re: Cowles Estate
18. Mr. Carr reported to the Board on progress in our Television hearings before the Federal Communications Commission. Report Att. Carr re: TV hearings
19. Communication from the Michigan Department of Agriculture expressing its sincere appreciation for the use of University buildings during the period that it was quartered on the campus due to the fire in the State Office Building. Communication from Mich. Dept. Agric. offering thanks for quarters on campus
20. Appropriation of \$2130 for Landscape Architecture and Urban Planning for the purchase of drafting tables and stools. \$2130 approp for Lands.
21. Assignment of A. Westley Rowland, Editor, All College News Bureau in Information Services, to Acting Director of the Centennial Celebration at the same salary \$8000 per year, effective September 1, 1955. This is in addition to his regular duties. Westley Rowland to assume duties of Dir. of Cent.
22. Recommendation for the approval of the Motor Vehicle Regulations to provide for the registration, operation, possession, and use of motor vehicles by students of Michigan State University. (see copies on file). Approval of new Motor Vehicle Reg.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

22. Continued

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve the above Motor Vehicle Regulations, to become effective September 1, 1955.

23. Report to the Board that the election to determine the desire of our employees to come under the Federal Social Security is being held today, August 19. A substantial number of our employees have already cast their ballots by mail.

Budget 1955-56 formally approved.

24. The budget for the current year has been previously been tentatively approved. The complete budget has been distributed by the Comptroller and should be formally approved in its entirety as prepared and distributed.

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve the budget in final form as distributed.

Proposal submitted to U.S. Army re: mathematics center.

25. The United States Army has solicited several institutions to submit proposals for the establishment of an Army-sponsored mathematics center on their campuses. We have submitted such a tentative proposal. If the Army considers this proposal favorably, it will involve utilization of some space but a very desirable augmentation in our program in mathematics and related areas.

Secretary to look into air-conditioning of Aud. Fairchild and Berkey Hall.

26. The very warm weather during the current summer has resulted in a considerable number of complaints from persons participating in events scheduled on the campus as well as from summer school students. It is evident that if we are to continue to schedule large public events in the summer and encourage enrollment in the summer school, it is desirable to give serious consideration to the possible air conditioning of the Auditorium Building in its entirety and to the Berkey Hall classroom building.

The Board suggested that Mr. McDonel secure estimates of the costs of these air conditioning installations.

Approval of list of projects to be submitted to State Dept. Administration.

27. Discussion with the Board of the schedule of requests from the State Department of Administration for the submission of budget estimates for the next fiscal year. It is necessary to submit the request for capital items prior to the next Board meeting to meet this schedule. The following list of items has been proposed for consideration.

A long-range building program was agreed upon with the Governor's Office in December 1954 covering the period 1955-1961. It is suggested that we restate our long-range needs as now foreseen.

This list involves a major change in the costs for the College of Engineering and proposes that the four buildings be authorized one in each of the years from 1956-57 through 1960-61. It is estimated that building costs have increased, or will increase due largely to wage increases, about 10 per cent over the estimate of one year ago.

To complete projects now authorized and under way:

- | | |
|--|-------------|
| 1. Complete Animal Industries Building | \$1,130,000 |
| 2. Complete Power Plant and Generators | 1,150,000 |

To provide new facilities:

- | | |
|--|-----------|
| 3. College of Education | 3,500,000 |
| 4. First Unit (Mechanical Engineering and Engineering Mechanics) of College of Engineering | 4,000,000 |
| 5. College of Business and Public Service | 4,000,000 |
| 6. Basic College | 3,850,000 |
| 7. Child Development Laboratory | 110,000 |
| 8. Food Technology | 3,850,000 |
| 9. Civil Engineering and Engineering Drawing | 3,000,000 |
| 10. Communications | 4,500,000 |
| 11. Music and Fine Arts | 1,210,000 |
| 12. Division of Conservation | 3,850,000 |
| 13. Maintenance and Utilities Building | 220,000 |
| 14. Economic Greenhouses | 110,000 |
| 15. Chemical and Metallurgical Engineering | 3,000,000 |
| 16. Chemistry | 1,100,000 |
| 17. General Service Building | 3,300,000 |
| 18. General Classroom | 4,400,000 |
| 19. Electrical Engineering and Engineering Research | 3,000,000 |
| 20. Water Softener System | 500,000 |
| 21. Sewage Disposal System | 400,000 |

Remodeling and Alterations:

- | | |
|--|---------|
| 1. Conversion of old Library to Museum | 325,000 |
| 2. Move Sugar Beet Greenhouse | 90,000 |
| 3. Move Zoology Research Laboratories | 50,000 |

continued - -

ADDITIONAL ITEMS, continuedMiscellaneous, continued

27. Remodeling and Alterations, continued:

4. Roof for Demonstration Hall	\$ 30,000.00
5. Convert Electric System from 2400 volts to 4160 volts	179,000.00
6. Convert attic of Berkey Hall to laboratories and research and office space	200,000.00
7. Convert old Creamery to Business Machine Laboratory and/or Agricultural Chemistry	
8. Renovate Women's Physical Education	60,000.00
9. Alterations and Additions to Home Economics	1,100,000.00
10. Alterations and Additions to Administration Building	2,500,000.00
11. Relocation of sheep barns and facilities	100,000.00
12. Relocation of Poultry Plant	200,000.00
13. Upper Peninsula Station	
Replace poultry house and facilities	20,000.00
Replace Superintendent's Residence	25,000.00
14. Dunbar Station, Upper Peninsula	
Water System and Bath House	21,500.00

List of
projects
submitted to
State Depart-
ment of
Administra-
tion

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve the above schedule to be submitted to the State Department of Administration.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve all the Additional Items on which action does not already appear.

The Board adjourned at 12:25 p.m.

The next meeting will be held September 16, 1955.

John A. Fernald
President

Carl H. M. Donel
Secretary