

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
July 13, 1950

2871

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

Absent: Dr. Thurston.

The meeting was called to order at 10:00 a.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Resignation of James E. Bane as temporary Instructor in Counseling and Examinations, effective June 15, 1950.
2. Resignation of Ermond H. Hartmans as part-time Instructor (Research) in Agricultural Economics, effective June 15, 1950. Mr. Hartmans has been appointed to a full-time instructorship.
3. Resignation of Byron E. Maine as temporary Instructor in Electrical Engineering, effective June 15, 1950.
4. Resignation of Noah H. Kramer as temporary Instructor in Electrical Engineering, effective June 15, 1950.

Leaves

Leaves

1. Leave of absence without pay for Donald A. Taylor, Instructor in Business Administration, effective from September 1, 1950 to August 31, 1951, to study for his doctorate at the University of Michigan.

Appointments

Appointments

1. Appointment of Mrs. Evalyn S. Cooke as Resident Hostess in Phillips Hall at a salary of \$400 for the period from June 15 to August 31, 1950.
2. Reappointment of Jack C. Leonard as Instructor (Research) in the Engineering Experiment Station at a salary of \$3960 per year, effective June 1, 1950, for an indefinite period. Mr. Leonard is paid from the Gerber Products grant.
3. Reappointment of James F. White as Assistant Professor (Research) in the Engineering Experiment Station at a salary of \$5700 per year, effective June 1, 1950 for an indefinite period. Mr. White is paid from the Gerber Products grant.

Travel

Travel

1. Full expenses for Tom Corners, Promotion Manager of the State News, for a trip made on February 12-14 to Chicago to attend the Inland Daily Press Convention; paid from Michigan State News funds.
2. Railway coach fare for Harry J. Brown to go to Chicago on June 13-16 to do research in the Newberry Library in connection with his research project on U. S. industrial history; paid from his All-College Research grant.
3. Maintenance expenses for J. W. Rose to contact produce trade in Indianapolis, Indiana; Louisville, Kentucky; Nashville, Tennessee; Little Rock, Arkansas; St. Louis, Missouri; and Springfield, Illinois; paid from Extension funds.
4. Full expenses for C. M. Hansen to make a side trip from Washington, D. C., to Coatesville, Pennsylvania, on June 21 and 22 to investigate an oil burner development which may be used in the frost prevention equipment; paid from Experiment Station funds.
5. Full expenses for H. H. Anderson to make side trips from New London, Connecticut, to Worcester and Cambridge, Massachusetts; and to New Haven, Connecticut, on June 21-25 to interview staff candidates.
6. Full expenses for James N. Brown and John Randall to go to Indianapolis on June 23-25 to pick up the dummy for the 1951 Wolverine and lay out available negatives for engraving.
7. Full expenses for L. R. Schoenmann and F. W. Suggitt to attend the Upper Mississippi Region Flood Survey Conference in Chicago on June 26-29; paid from Extension funds.
8. Maintenance expenses for G. A. Branaman to go to Chicago on June 27 and 28 to attend a hearing called by the Standardization and Grading Division relative to changing the present grading system of grading market cattle.

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PRESIDENT'S REPORT, continued

Miscellaneous

Salary and title changes included in budget

1. The following salary and title changes have been authorized and are included in the 1950-51 budget:
  - a. Alvie L. Smith, College News Editor, salary increased from \$4400 to \$5000
  - b. T. A. Goodrich, Assistant Professor in Counseling and Examinations, salary increased from \$4100 to \$4400.
  - c. Theodore J. Brevik, Instructor (Research) in Agricultural Engineering, salary increased from \$4000 to \$4200.
  - d. Howard C. Zindel, title changed from Assistant Professor (Extension) to Associate Professor (Extension) of Poultry Husbandry.
  - e. Clair R. Tetterer, Instructor in Speech, Dramatics, and Radio Education, salary increased from \$3800 to \$4200
  - f. Carl F. Frost, Assistant Professor of Psychology, salary increased from \$6500 to \$7500 and title changed to Associate Professor of Psychology.

\$400 rec'd from Campus Chest for Sp. Nursery Add. cl-typ U.P. Station New classification Laundry mgt.

2. Accepted a check for \$400 from the Michigan State College Campus Chest to be used in the Spartan Nursery School.
3. Approved a clerk-typist position in the Upper Peninsula Station Office at Chatham, to be paid for from Experiment Station funds.
4. Approved a new classification of Laundry Manager with a salary range of \$275 to \$360 per month on the labor payroll in the Dormitories and Food Services Department. In the past this position has been unclassified and paid from the salary payroll.

Approve changes in salary ranges for laundry employees. Purchas of 6 spkrs plat forms for Berkey Hall

5. Approved changes in the salary ranges of the following positions:

	<u>Present Range</u>	<u>New Range</u>
Washman I	\$150 - \$193.33	\$170 - \$214
Washman II	193.33 - \$240	220 - \$255

6. Authorized the construction of six speakers' platforms for the classrooms in Berkey Hall at a total cost of \$546; to be charged to the Berkey Hall Construction Account or to Alterations and Improvements.

Contract for drainage for Water Res. to McLean

7. Approved awarding the contract for the drainage for the Water Reservoir to the McLean Construction Company, the low bidder, at \$10,937.30. The following bids were received.

McLean Construction Company, Lansing	\$10,937.30
Angell Construction Company, East Lansing	12,057.75
E. J. Scarlett, Holt	12,781.00

Contract for steam and water service for new Vet Bldg

8. Approved awarding the contract for the steam and water service for the new Veterinary Building to Hickey, Shaw and Winkler at an estimated cost of \$9800 which includes a fixed fee of \$980.

NEW BUSINESS

Resignations

1. Resignation of Mrs. Suzanne Brodie Maitland as Instructor in Speech, Dramatics, and Radio Education, effective July 25, 1950. Mrs. Maitland was appointed to teach in both summer sessions. She will be able to be here for the first session only, and she is to be paid \$600 for the first 6-week session.
2. Resignation of Marie Melin Otto as Nurse at the Health Service, effective August 31, 1950. Mrs. Otto is moving from East Lansing with her husband.
3. Resignation of Gerald O. Edgerly as Instructor (Research) in Agricultural Engineering, effective June 30, 1950. This project, which was financed from Hope-Flannagan funds, has been discontinued for this Station.
4. Resignation of E. Dean Troop as 4-H Club Agent in Ottawa County, effective June 30, 1950 to enter private business.
5. Resignation of Richard L. Pease as Clinton County 4-H Club Agent, effective July 15, 1950 to accept a position with the New York Extension Service.
6. Resignation of Opal Roberson as Assistant Home Demonstration Leader, effective July 15, 1950, to accept a position at Iowa State College.
7. Resignation of Edgar A. Perretz as Assistant Professor of Social Service, effective August 31, 1950 to accept a position with the West Virginia Department of Health.
8. Resignation of Claire A. Stepnitz as temporary Instructor in Electrical Engineering, effective June 30, 1950.
9. Resignation of Winston Osborn as Instructor in Foods and Nutrition, effective August 31, 1950, to accept a position in the south to be near her family.
10. Resignation of E. L. V. Shelley as temporary Instructor in Psychology, effective June 30, 1950.

NEW BUSINESS, continuedResignations, continued

11. Resignation of Robert Roman as temporary Instructor in Psychology, effective June 30, 1950.
12. Resignation of Mrs. Joanne B. Gruschow as Supervisor of the Social Research Laboratory in Sociology and Anthropology, effective August 15, 1950, to move from East Lansing.
13. Resignation of Margie A. Ogger as Technician in Anatomy, effective July 23, 1950 to move from East Lansing.

Resignations

Leaves

Leaves

1. At the June Board meeting, Dale E. Hathaway, Instructor (Extension) in Agricultural Economics, was granted leave without pay for one year beginning September 1, 1950. It is recommended that the period of this leave be changed to one year beginning October 1, 1950.
2. Leave of absence without pay for Robert E. Dils, Assistant Professor of Forestry, from September 16, 1950, to March 15, 1951, to work toward his doctorate.
3. Leave of absence without pay for R. Keith Hudson, Assistant Professor of Forestry, from September 16, 1950, to December 15, 1950, to work toward his doctorate.
4. Leave of absence with full pay for Andrew L. Olson, 4-H Club Agent in Grand Traverse, Leelanau, and Benzie Counties, from October 11, 1950 to April 10, 1951, and without pay from June 1 to August 31, 1951, to work toward his Master's degree at Michigan State College. Mr. Olson has been working at M.S.C. since November 1941.
5. Leave of absence with full pay for Margaret Harris, Assistant Home Demonstration Leader, from September 10, 1950, to March 9, 1951, to attend the triennial conference of the Associated Country Women of the World in Copenhagen, Denmark, followed by a tour of several European countries. Miss Harris has been a member of the staff since April 1936.
6. Leave of absence with full pay for Jessie Marion, Assistant Professor (Extension) of Textiles, Clothing, and Related Arts, from September 1-30, 1950 to attend the meeting of the Associated Country Women of the World in Copenhagen, and to visit places of interest in Europe.
7. Leave of absence with full pay for Anne E. Field, Eaton County Home Demonstration Agent, from July 18 to August 17, 1950, for health reasons.
8. Leave of absence without pay for Alfred Novak, Assistant Professor of Biological Science, for one year beginning September 1, 1950 to accept a research fellowship from the Public Health Service to do research at the California Institute of Technology.
9. Leave of absence with pay for Marie A. Adler, Assistant Professor (Extension) of Music, from July 5 to August 16, 1950, to attend summer school at Columbia University.

Appointments

Appointments

1. Appointment of the following Resident Advisers in Dormitories for the first 6-week summer session:  
 Mrs. Ethel Longstreet, South Campbell, at \$200 for the period.  
 Mrs. Marian Phillips, Yakeley Hall, at \$135 for the period  
 Miss Grace Richards, East Yakeley Hall, at \$200 for the period  
 Mrs. Cora Chaffee, West Yakeley Hall, at \$200 for the period
2. Appointment of the following persons to the staff of the first 6-week summer session, effective from June 17 to July 25, 1950:  
 Stanley White, Instructor in Speech, at a salary of \$200 for the period  
 Wilfred M. Arneson, Instructor in Speech, at a salary of \$200 for the period  
 Mrs. Irene W. Harter, Instructor in Speech, at a salary of \$400 for the period  
 Edward A. Andreasen, Instructor in Speech, at a salary of \$150 for the period
3. Appointment of Robert Harlan Davis as Instructor in Psychology at a salary of \$266.67 for the period from July 26 to September 2, 1950.
4. Appointment of O. Grant Reed as Staff Physician at the Health Service at a salary of \$8500 per year, effective September 1, 1950, to replace C. A. Laughead, resigned. Dr. Reed was a member of the staff from June 1947 to August 1949.
5. Reappointment of Mrs. Norrine G. Bennett as Script Writer at WKAR at a salary of \$240 per month, effective from June 16 to August 31, 1950.
6. Transfer of Jack C. Ferver from Jackson County 4-H Club Agent to Ottawa County 4-H Club Agent at the same salary of \$3600 per year, effective July 15, 1950.
7. Appointment of Allan James Norden as Clinton County 4-H Club Agent at a salary of \$3400 per year, effective August 1, 1950, to replace Richard L. Pease, resigned.

NEW BUSINESS, continuedAppointments, continued

## Appointments

8. Appointment of the following Resident Hostesses in Men's Residence Halls at a salary of \$1560 for the period from September 1, 1950 to June 30, 1951:
 

Mrs. Claire B. Kidd, Abbot Hall	Mrs. Evalyn S. Cooke, Phillips Hall
Mrs. Margaret H. Luker, Mason Hall	Mrs. Monesia Matteson, East Shaw Hall
Mrs. Alice M. Flory, Snyder Hall	Mrs. Mary A. Starring, West Shaw Hall
9. Appointment of the following Assistant Resident Hostesses in Women's Residence Halls at a salary of \$1060 for the period from September 1, 1950 to June 30, 1951:
 

Mrs. Trixie Lindhout, Gilchrist Hall
Mrs. Marian Phillips, Yakeley Hall
Mrs. Ethelyn Munshaw, Landon Hall
Mrs. Ethel Longstreet, Williams Hall
Mrs. Eva Allen, Mayo Hall
10. Appointment of the following Resident Hostesses in Women's Residence Halls at a salary of \$1560 for the period from September 1, 1950 to June 30, 1951:
 

Mrs. Cora Chaffee, West Yakeley	Mrs. Virginia Williams, West Landon
Mrs. Mary Daner, East Yakeley	Mrs. Docia Meyer, East Landon
Mrs. Grace Pilcher, South Campbell	Mrs. Gertrude Snow, North Campbell
Mrs. Maud Robinson, North Williams	Mrs. Eileen deBeaubien, West Mayo
Mrs. Gloria M. Blackman, Wells Hall	
11. Appointment of the following Resident Hostesses in Women's Cooperative Houses at a salary of \$1000 for the period from September 1, 1950 to June 30, 1951:
 

Mrs. Maude Wotring, Robinson House	Mrs. Molly Kaiser, Black House
Mrs. Grace Stanley, Rochdale House	Mrs. Gertrude Harrington, Sanford House
Mrs. Norma Shepherd, Ewing House	Mrs. Mocco Butters, Benson House
12. Transfer of Mrs. Leona D. MacLeod from Assistant Professor of Textiles, Clothing, and Related Arts to State Home Demonstration Leader with the rank of Associate Professor (Extension) and a salary increase from \$4800 to \$6200 per year, effective September 1, 1950. Mrs. MacLeod will replace Rachel Markwell, resigned.
13. Transfer of Beatrice C. Frangquist from Home Demonstration Agent at Large to Assistant State Home Demonstration Leader with the rank of Assistant Professor (Extension) and a salary increase from \$4100 to \$4500 per year, effective July 1, 1950. Miss Frangquist will replace Elizabeth Roniger, resigned.
14. Appointment of Mrs. Caroline B. Gray as temporary Instructor in Biological Science at a salary of \$225 per month, effective from October 1 to December 31, 1950 to replace Edward J. Perkins, for half time.
15. Appointment of R. Stuart Wright as Instructor in Effective Living at a salary of \$3500 per year, effective September 1, 1950 on a 10-month basis. Mrs. Wright will replace George Myers who has been transferred.
16. Appointment of Frederick B. Rainsberry as Instructor in Effective Living at a salary of \$3600 per year, effective September 1, 1950 on a 10-month basis, to replace Richard G. Davis, resigned.
17. Appointment of Guido L. Weber as Lecturer in Business Administration at a salary of \$277.77 per month, effective from October 1, 1950 to June 30, 1951.
18. Appointment of Arthur John Mertzke as Lecturer in General Business at a salary of \$450 per month, effective from September 1, 1950 to June 30, 1951 to replace D. A. Taylor, on leave.
19. Appointment of Robert F. Voertman as Instructor in Economics at a salary of \$3500 per year on a 10-month basis, effective September 1, 1950, to replace Fred C. Armstrong, resigned.
20. Appointment of Betty Lee Norris as Assistant in Home Management and Child Development at a salary of \$2600 per year on a 12-month basis, effective September 1, 1950 to replace Betty Poulton, resigned. Miss Norris will be paid from Spartan Nursery funds.
21. Appointment of Mrs. Wave Bowes Granger as Instructor in Education at a salary of \$4200 per year on a 10-month basis, effective September 16, 1950, and paid from Vocational Education funds. Mrs. Granger has previously been employed on a temporary basis.
22. Appointment of Patrick L. Sullivan as Instructor in Psychology at a salary of \$5000 per year on a 10-month basis, effective September 1, 1950. This is a new position.
23. Appointment of Caroline Gray Bristol as Supervisor of the Social Research Laboratory in Sociology and Anthropology at a salary of \$2400 per year on a 12-month basis, effective August 16, 1950, to replace Joanne Gruschow, resigned. Her salary is paid from Experiment Station funds.
24. Appointment of Max Nelson as Assistant Professor of Speech, Dramatics, and Radio Education at a salary of \$4200 per year on a 10-month basis, effective September 16, 1950. This is a new position.

NEW BUSINESS, continued

Appointments, continued

25. Appointment of Frederick L. Bouwman as Instructor in Anatomy at a salary of \$3300 per year on a 10-month basis, effective September 16, 1950, to replace Elmer Robinson, resigned.
26. Appointment of Irving L. Dahljelm as Technician in Bacteriology and Public Health at a salary of \$3600 per year on a 12-month basis, effective July 1, 1950 to replace Leland Chilson, who died on June 14, 1950.

Miscellaneous

1. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the first summer session on July 25, and at the end of the second summer session on September 2, 1950. (List is on file in the Registrar's Office and in the Secretary's Office).
2. Increase in salary for Margaret Harris, Associate Professor (Extension) and Assistant State Home Demonstration Leader, from \$5000 to \$5500 per year, effective July 1, 1950. Miss Harris will serve as Acting State Leader until September 1.
3. Transfer of Gerald L. Kincaid from Instructor in Written and Spoken English to Instructor in Counseling and Examinations at the same salary of \$4050 per year on a 10-month basis, effective September 1, 1950 to replace Marilyn King, resigned.
4. Change of status of Mabel A. Cosby, Assistant Professor in Counseling and Examinations, from a 10-month basis, and an increase in salary from \$4000 to \$4400 per year, effective September 1, 1950. to a 12-month basis
5. Recommendation that Robert D. Spence, Associate Professor of Physics and Astronomy, be named temporarily as Acting Head of the Department; additional salary for him to be determined later and paid in one lump sum.
6. Change in title of Walter Mack from Assistant Professor to Associate Professor of Bacteriology and Public Health, and a salary increase from \$5800 to \$6400 per year, effective July 1, 1950. His salary is paid half from College and half from Experiment Station funds.
7. Payment of the following amounts to salaried employees since the last Board meeting:

Auditorium

Betty J. Banks	\$ 4.00
Charles Branz	17.00
Lorraine Demorest	4.00
Helen Evans	6.00
Helen Greene	65.00
Mildred Jeffers	4.00
Floyd Macklem	4.00
Gail Ryder	4.00
Lawrence Searl	4.00
Robert Troxell	13.00
Wayne VanRiper	54.00
Clella Weissinger	13.00
Neal Whitehead	4.00

Adult Education

R. U. Byerrum	20.00
C. A. Hoppert	40.00
Solis Kates	20.00

Adult Education

W. N. Mack	\$80.00
Alfred Maurice	20.00
K. B. McCall	20.00
A. I. Rabin	20.00

Miscellaneous

Barbara Cahoon	30.00
Stuart Gallacher	9.00
Einar Larson	60.00
George Limbocker	97.00
J. Q. Lynd	6.00
W. L. Mallmann	30.00
A. P. Maurice	35.00
Mabel Nemoto	111.20
Edward Prophet	134.85
Stanley Radford	1.00
John Ramsey	9.00
J. W. Ruswinckel	92.60
Marvin Solomon	15.00

Miscellaneous

E. H. Stewart	\$ 2.00
Linn Towsley	6.00
N. A. Willits	3.00
Margaret Yuill	330.00
Clyde Cairy	48.75
Robert Carmin	4.00
Betty Cochran	2.00
Stanley Culver	40.00
Douglas Dunham	118.00
J. M. Elliott	12.00
Marlin Farmer	65.00
Emanuel Hackel	43.50
Leland Hott	40.00
M. Kolivosky	50.00
Earl McIntyre	52.00
J. C. Moore	30.00
Everett Snyder	67.50
C. R. Upham	246.00

8. Gift of children's toys valued at \$20 from Mr. and Mrs. Jack Dunlap for use of children at the Spartan Nursery School.
9. Gift of \$35 from various alumni to be added to the A. K. Chittenden Student Loan fund.
10. Grant of \$1000 from the Michigan Department of Public Instruction to be used under the direction of C. P. Loomis in the Social Research Service in studies of the Grand Traverse Area Community School Service Program.
11. Gift of 4,280 feet of irrigation pipe and fittings valued at \$3,360 from the Hamilton Supply Company, the Aluminum Company of America, the R. H. Pierce Manufacturing Company, and the L. R. Nelson Manufacturing Company to be used by the Agricultural Experiment Station in the Departments of Farm Crops, Horticulture, and Soil Science.
12. Receipt of a check for \$5000 from The Caulkins Foundation of Detroit to be used under the direction of the Dean of Agriculture for a continuation of scholarship aid to worthy students in the School of Agriculture, particularly in Short courses.
13. Grant of \$675 from the Kent County Vining Scholarship Fund Subscribers to be used in the Short Course Department for scholarship aid for one boy and one girl each year.
14. Receipt of a check for \$50 from Professor Cowden which he has received as a consultant fee from the Committee for Economic Development.

Appointments

Approval degrees

granted end first 6 wks summer school

Salary inc. Margaret Harris to \$5500

Trans. G.L. Kincaid to Counsel & Exams

Ch. status Mabel Cosby to 12 mo-basis

R.D. Spence temp. Act. Hd Physics

Change title Walter Mack to Asso.Prof & Inc. sal. to \$6400

Additional payments to salaried employees

Gift of toys to Spartan Nursery

\$35 from alumni to ChittendenFund

\$1000 from Pub. Instruc for research 4,280 ft.

pipe & fittings rec'd for Exp. Sta.

\$5000 rec'd from Caulkins Foundation.

\$675 rec'd Kent Co. Vining Scholarship fund.

\$50 rec'd from Dr. Cowden



NEW BUSINESS' continuedMiscellaneous, continued

\$500 rec'd  
from Ark.  
Com. on high-  
er educ.

Dept. of  
Nursing cre-  
ated.

10 add. grad.  
assist. app.

Add. cl-Sten  
Dept. PE Men

Class. Plant  
Mgt. in Art.  
Br. Lab.

Several  
classifica-  
tions and  
wage ranges  
approved  
in Acct. Off.

Bush, Everett  
Macklem, Wight,  
Miller, Wei-  
ssinger, Scha-  
ffer, Black  
Wilcox &  
Davies - to  
be class.

Rochdale Hse  
to be re-  
leased.

15. Receipt of a check for \$500 from the Arkansas Commission on Higher Education covering payment for Dean Anthony's services as a consultant.
16. Recommendation from Dean Emmons for the creation of a Department of Nursing Education in the Division of Biological Sciences in the School of Science and Arts with Dr. H. J. Stafseth as temporary Head of that Department.
17. Recommendation that provision be made for 10 additional graduate assistantships in the School of Graduate Studies.
18. Request for an additional Clerk-Stenographer II position in the Department of Physical Education, Health and Recreation for Men.
19. Recommendation for the establishment of a classification as Plant Manager in the Artificial Breeders Laboratory with a salary range of \$275 to \$360 per month and paid on the labor payroll.
20. Recommendation that the following classifications and wage ranges be approved:
 

	<u>Recommended Range</u>
IBM Supervisor I	\$2760 - \$3240
IBM Supervisor II	3360 - 3840
Payroll Assistant	3360 - 3840
Accountant II	

The following Accounting Office employees who are now on board appointment will be transferred to the proper classifications: Gerard Bush, Orville Everett, Floyd Macklem, Loren Wight, Noel Miller, Clella Weissinger, Ernest Schaffer, Benard Black, Elmer Wilcox, Margaret Davies.
21. Recommendation that the lease on Rochdale House at 406 M.A.C. Avenue, which expires on July 15, 1950, be renewed for a period of three years at the same rental of \$800 per year.

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

ADDITIONAL ITEMSResignationsResignations

1. Resignation of Pauline M. Harrison as Nurse at the Health Service, effective September 15, 1950, to devote full time to her home.

AppointmentsAppointments

1. Appointment of Eleanor M. Roehm as Nurse at the Health Service at a salary of \$2500 per year on a 12-month basis, effective September 16, 1950, to replace Pauline Harrison, resigned.
2. Appointment of George D. Elonka as Lecturer in Business Administration at a salary of \$233.33 per month, effective from January 1, to June 30, 1951.
3. Reappointment of Leo J. Merten as temporary Instructor in Business Administration at a salary of \$3800 for the three terms of 1950-51.
4. Appointment of Karl A. Boedecker as Associate Professor of General Business at a salary of \$6500 per year on a 10-month basis, effective August 1, 1950, to replace C. S. Dunford, retired.
5. Appointment of Anna M. Heiss as Instructor in Foods and Nutrition at a salary of \$3400 per year on a 10-month basis effective September 1, 1950, to replace Winston Osborn, retired.
6. Appointment of Donald K. Marshall as Assistant Professor of Philosophy at a salary of \$4500 per year on a 10-month basis, effective August 1, 1950. This is a new position.
7. Appointment of E. L. V. Shelley as Instructor in Psychology at a salary of \$266.66 for the first six weeks of Summer School.
8. Appointment of Dr. Don M. LeDuc as Lecturer in Surgery and Medicine at a salary of \$300 per year effective September 1, 1950 for an indefinite period.
9. Appointment of Dr. L. H. LaFond as Lecturer in Surgery and Medicine at a salary of \$300 per year effective September 1, 1950 for an indefinite period.
10. Appointment of Clifford E. Reimke as Lecturer in Education at a salary of \$600 for the Second Summer Session 1950.

Miscellaneous

Cordray assign-  
ed full-time  
adviser to  
foreign stu-  
dents.

1. Professor Albert T. Cordray is now assigned part-time in the Department of Speech, Dramatics, and Radio Education and part-time as Adviser to Foreign Students. It is recommended that he be assigned full-time Adviser to Foreign Students, effective July 1, 1950.

Dorothy Ross  
appt. full-  
time to begin  
Sept. 1, 1950

2. At the last Board meeting, Mrs. Dorothy R. Ross was changed from half-time to full-time Instructor in Counseling and Examinations, effective July 1, 1950. This change to a full-time basis should be corrected to be effective September 1, 1950 on a 12-month basis.

Miscellaneous, continued

3. Increase in salary for Howard Zindel, Associate Professor (Extension) in Poultry Husbandry from \$6000 to \$6500 per year, effective July 1, 1950.
4. Report of the death of Pearl Leslie Hoffman, employee in the Plumbing Shop, on July 10, 1950.
5. Report of the death of Leland Chilson, Technician in Bacteriology and Public Health, on June 14, 1950.
6. Report of the death of Leon Snyder, Building Inspector at the Kellogg Center for Continuing Education, on July 1, 1950.
7. Approval of the salary payroll for the first- 6-week summer session as submitted by S. E. Crowe, Director of the Summer School, in the total amount of \$128,901.71.
8. Gift of the Perry Greely Holden Collection valued at \$2000 from Perry Greely Holden, Class of 1889, to the College Library. The material is well documented and is of considerable value as agricultural history.
9. Grant of \$9,400 from the National Cancer Institute to be used under the direction of Dr. Walter N. Mack, of the Bacteriology Department in serological studies of avian lymphomatosis and related manifestations.
10. Grant of \$28,328 from the United States Department of State to be used under the direction of Professor Brandstatter in Police Administration to continue the program in the training of German police officers at Michigan State College.
11. Establishment of a Clerk-Stenographer II position in the Anatomy Department for one year only, beginning July 1, 1950. This replaces a technician position for the 1950-51 fiscal year.
12. Communications from the following persons expressing appreciation to the Board for the diplomas of merit granted with retirement: Chester Allen, Albert Amiss, Leroy S. Foltz, Paul Honigsheim, John P. Hutton, C. E. Millar, Julia F. Tear.
13. The All-College Educational Research Committee conducted a poll of the teaching faculty to determine their preference for an equalized quarter system or an equalized semester system. The results were as follows:

Equalized quarter system	326
Equalized semester system	259
Blank on this question	29
Total number of ballots returned	614

More than 1100 reports and ballots were sent out. This represents a vote of just over half of those who were sent ballots.

Following is the vote by Schools:

School	No. of Ballots Returned	Quarter System	Semester System	Blank
Agriculture	153	120	30	3
Business and Public Service	46	20	22	4
Engineering	56	36	15	5
Home Economics	27	6	19	2
Science and Arts	170	56	107	7
Veterinary Medicine	37	26	11	0
Basic College	74	30	40	4
Board of Examiners	14	8	5	1
Not indicated	37	24	10	3
	614	326	259	29

14. Request from the Michigan State Fair for a scholarship equal to student fees for a year to be given to the winner of an essay jointly sponsored by the Michigan State Fair, the Detroit Free Press, and Michigan State College on the subject of "What Does the Michigan State Fair Mean to Michigan".

15. Report on the total construction costs of Shaw Dormitory:

Original contract including fee	\$3,665,650
Authorized change orders	112,124
Adjusted contract	\$3,777,774

Disbursed to date	\$3,102,342.74
Estimated to complete (not to exceed)	100,000.00
Final estimated cost	3,202,342
Estimated savings	575,432

Bonus			
5% of 3,777,774	=	188,888.70x25%	= 47,222.17
5% of 3,777,774	=	188,888.70x20%	= 37,777.74
5% of 3,777,774	=	188,888.70x15%	= 28,333.31
		8,765.90x10%	= 876.59
575,432.00		114,209.81	Est. bonus 114,209
			Net savings - \$461,223

Salary inc.  
Howard Zindel \$6500

Approval sal.  
payroll 1st 6-weeks.

Perry Greely Holden collection accepted

\$9400 from Nat. Cancer Inst.

\$28,328 from U.S. Dept. of State for German Police officers

Cl-Sten. Anatomy Dept.

Letters of appreciation for diploma of merit from several persons

Teaching faculty polled to determine preference for quarter system or semester system

Mich. State Fair Scholarship approved

Report on total construction costs Shaw Dorm.

2878  
Report of  
purchase of  
property for  
dormitory  
site.

Approval of  
certain alter  
ations and  
improvements  
at sub-sta-  
tions.

Approval of  
sealing con-  
crete and  
terrazzo  
floors Field-  
house.  
Approval re-  
glazing green  
houses Hort.  
Bldg.  
Improve light  
ing room 303  
Anat. Bldg.  
Acoust. ceil-  
ing 3 rooms  
B-3 So. Campus

Approval of  
certain  
quonsets for  
departmental  
uses.

Fencing 10  
new tennis  
and new secret  
football prac  
tice field

Contract for  
road and park  
ing area sur-  
facing of  
several park-  
ing areas let  
to Det. Con.  
Products Corp.

Approval  
1950-51 bud-  
get

ADDITIONAL ITEMS, continued

July 13, 1950

16. Since the last meeting of the State Board of Agriculture, the following property has been purchased for the dormitory site west of Harrison Road:
- |  |        |
|--|--------|
| a. Bailey and Burns lots, nos. 1, 2 and 3 of block 2 | \$2000 |
| b. Brown property, lot 5, block 3                    | 6800   |
| c. Barr property, south 50.65 ft. of lot 5, block 1  | 2800   |
- This property is all located in Moore's, Church and Scovell's sub-division.
17. The following are alterations and improvements that should be done this season at the various sub-experiment stations and on the College Farm at East Lansing:
- Sub-Station Alterations and Improvements:
- |   |               |
|---|---------------|
| Completion of causeway. Repair and painting at Bird Sanctuary | \$2000        |
| Repair house at Kellogg Forestry Farm (Parker House)          | 450           |
| Repair foundation and walls of granary at Chatham             | 800           |
| Road and line fencing   | 600           |
| Painting buildings at Lake City                               | 500           |
|   | <u>\$4350</u> |
- College Farm:
- |              |               |
|--------------|---------------|
| Drainage     | 2800          |
| Fencing      | 700           |
| Site cleanup | 1600          |
|              | <u>\$5100</u> |
- Total \$9450

Most of these items are continuations of projects which were begun last year and are now partially completed. The work should be charged to Alterations and Improvements 1950-51.

18. It is necessary to seal the concrete and terrazzo floors in the team rooms, locker rooms and the concrete floors of the balcony of the Fieldhouse at an estimated cost of \$900; to be charged to Alterations and Improvements 1950-51.
19. The greenhouses at the rear of the Horticulture Building used by Horticulture, Botany, and Soil Science need to be reglazed, painted and put in good repair. The estimated cost is \$6500; to be charged to Alterations and Improvements 1950-51.
20. The general office, Room 303 Anatomy Building, needs to have the lighting improved at an estimated cost of \$80; to be charged to Alterations and Improvements 1950-51.
21. Recommendation for the installation of an acoustical ceiling in three rooms in Building B-3 on South Campus (used by Psychology) at an estimated cost of \$714; to be charged to Alterations and Improvements 1950-51.
22. An appropriation to provide for the changes required in converting certain quonsets from resident to classroom purposes was previously provided by the Board. It is now recommended that the following changes be authorized:
- |   |                 |
|---|-----------------|
| Prepare 5 quonsets for the Chemistry laboratories | \$14,790        |
| Prepare 7 quonsets for Police Administration      | 8,200           |
| Prepare 6 Quonsets for Psychology                 | 3,760           |
| Prepare 1 quonsets for Speech                     | 150             |
| Prepare 4 steel classrooms for the Art Department | <u>1,140</u>    |
| Total estimated cost                              | <u>\$28,040</u> |

23. Recommendation that the contract for fencing the ten new tennis courts and the new secret football practice field be awarded the Cyclone Fence Division, the low bidder, at \$7,328. The bids were as follows:

Cyclone Fence Division	\$7,328
Continental Steel Corporation	8,869

24. Recommendation that the contract for road and parking area surfacing of the Agricultural Hall parking area, the Stadium-Red Cedar parking area, and the new Greenhouse parking area be awarded to the Detroit Concrete Products Corporation, the low bidder, at \$12,965. The bids were as follows:

Detroit Concrete Products Corporation	\$12,965
Michigan Colprovia Company	13,300
The Ferris Company	16,875
Wright Contracting Company	<u>20,280</u>

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

SPECIAL MISCELLANEOUS

1. Approval of the budget for the fiscal year 1950-51 as prepared in accordance with previous Board action.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the 1950-51 budget as submitted by the Comptroller.



## SPECIAL MISCELLANEOUS, continued

2. Authorized the awarding of the contract for the construction of a 1,250,000 gallon water reservoir with the necessary pumps, equipment, etc., to the low bidder, the Vandenburg Construction Company, at \$208,000. Seven construction companies furnished bids which are as follows:

Vandenburg Construction Co., East Lansing	\$208,000
Reniger Construction Co., Lansing	211,948
Darin and Armstrong, Detroit	212,124
Macini-Miller-Thompson Co., Detroit	221,800
H. G. Christman Company, Lansing	229,916
Clark Construction Co., Grand Ledge	245,000
W. H. Harvie Company, Birmingham	270,000

Contract  
for water-  
reservoir  
let to  
Vandenburg  
Const. Co.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve awarding the above contract to the Vandenburg Construction Company.

Pres. Sec.  
& Compt  
authorized to  
take action  
in closing  
accts and yr  
end trans.

3. Authorization for the President, Secretary, and Comptroller to take such action as may be necessary in connection with the closing of accounts and other year-end transactions at the end of the fiscal year 1949-50, all to be subject to final ratification by the Board at its next meeting.

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

4. At the last meeting of the Board it was suggested that the President prepare a policy statement governing participation by employees in political activities.

Approval of  
policy state-  
ment govern-  
ing parti-  
cipation by  
employees in  
political  
activities.

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to approve the following statement prepared by the President:

The State Board of Agriculture recognizes that political affairs and issues are of real import and concern to members of Michigan State College staff, as they are to other citizens in our democratic society. Because of their special background and qualifications, Michigan State College faculty members have an important contribution to make in bringing their knowledge and abilities to bear on political problems of national and local significance.

A member of the staff may become a candidate in a non-partisan election for an office of a temporary nature, such as membership on a municipal charter revision commission or as a delegate to the State Constitutional Convention, or as a member of a local school board, and such candidacy will not require a leave of absence from the State Board of Agriculture.

However, Michigan State College faculty members are requested to take cognizance of the fact that the public does not always dissociate the private views of faculty members from the official position of the College itself. It is considered inimical to the best interests of the institution that Michigan State College be identified with partisan politics. In view of these considerations, it is requested that staff members who desire to take any active part in partisan political campaigns or to interfere directly in partisan issues obtain a leave of absence without pay, or resign their positions. It is the intent of this policy to safeguard the freedom of speech, thought, and action of staff personnel and to avoid the impairment of the significant contributions they are capable of making towards the definition of political issues and the solution of political problems in a democratic manner.

5. Report on the employment of the Commonwealth Associates of Jackson as Power Plant Consultant to make the study of our power plant needs and operations as authorized at the last Board meeting. Mr. R. W. Parkinson was invited to meet with the Board at lunch time and presented a preliminary report. Commonwealth Associates recommend as a minimum program the construction of an adequate smoke stack adjacent to the new power plant at an estimated cost of \$86,000 and the installation of new coal handling equipment at that plant at an estimated cost of \$50,000. As an alternative the most desirable long-range program would include the relocation of the coal storage piles to a point several hundred feet south of Shaw Lane and the installation of an overhead continuous coal moving system. If it is desired to clean up the appearance about the old power plant, the installation of covered bunkers and a new coal handling system there could be installed at approximately \$50,000. Mr. Parkinson pointed out that there was certain delayed maintenance at both plants that should be taken care of at this time.

Report on  
employment  
of Common-  
wealth Asso-  
ciates and  
approval of  
certain of  
their recom-  
mendations.

On motion of Mr. Mueller, seconded by Dr. Smith, it was voted to authorize the President, Secretary and Comptroller to proceed to make effective the minimum recommendations of Commonwealth Associates including the construction of the new smoke stack and of the coal handling equipment at the new power plant with the coal pile to remain at or near its present location and the necessary delayed maintenance items, - this work to be carried out under the supervision of Commonwealth Associates. The Commonwealth Associates are to be employed to supervise these installations and to advise with college employees in the development, operation and maintenance of the steam production and power generating facilities and in the distribution of steam and electricity.

Endorsement  
of action  
by Adm. Gro.  
and Board of  
Publ. in sus-  
pending  
State News  
for remaind-  
er of summer

6. Discussion of the developments in connection with the editorial in the Michigan State News with reference to the American Legion.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted after the Board carefully and completely reviewed all the facts with respect to the above-mentioned editorial in the State News for the remainder of the summer.

## SPECIAL MISCELLANEOUS, continued

Mr. Calder  
named archi-  
tect for pro-  
posed new  
women's  
dormitory.

7. At a previous Board meeting it was decided to invite the firm of Giffels and Vallet of Detroit and Ralph Calder to meet with the Board at this meeting for a discussion of the proposed new women's dormitory with the understanding that one of the two firms would be retained to complete the architectural work for this building.  
Mr. Ray Giffels, Mr. Rosetti and Mr. Thompson of the firm of Giffels and Vallet of Detroit and Mr. Ralph Calder of Detroit appeared before the Board separately.

Following these conferences and after considerable discussion, the following actions were taken by the Board:

- a. On motion of Miss Jones, seconded by Mr. Brody, it was voted to proceed with the employment of an architect to complete plans and specifications for the proposed women's dormitory.
- b. On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to instruct the President, Secretary and Comptroller to make an application for a Federal loan covering the cost of the preparation of the plans and specifications authorized in the above motion. Following are the resolutions as approved:

Approval  
application  
federal loan  
for cost of  
preparation  
plans and  
spec. new  
women's dorm.

WHEREAS, the State Board of Agriculture, herein called the "Applicant", after thorough consideration of the various aspects of the problem and study of available data has hereby determined that the construction of certain public works, generally described as a dormitory for housing women students at Michigan State College is desirable and in the public interest and to that end it is necessary that action preliminary to the construction of said works be taken immediately; and

WHEREAS, under the terms of public law 352, 81st Congress, approved October 13, 1949, the United States of America has authorized the making of advances to public bodies to aid in defraying the cost of architectural, engineering, and economic investigations and studies, surveys, designs, plans, working drawings, specifications, procedures and other action preliminary to the construction of public works; and

WHEREAS, the applicant has examined and duly considered such Act and the applicant considers it to be in the public interest and to its benefit to file an application under said Act and to authorize other action in connection therewith;

NOW, THEREFORE, BE IT RESOLVED by the State Board of Agriculture, the governing body of said applicant, as follows:

1. That the construction of said public works is essential to and is to the best interests of the applicant, and to the end that such public works may be provided as promptly as practicable it is desirable that action preliminary to the construction thereof be undertaken immediately.
2. That Philip J. May, Treasurer, be hereby authorized to file in behalf of the applicant an application (in form required by the United States and in conformity with said act) for an advance to be made by the United States to the applicant to aid in defraying the planning cost preliminary to the construction of such public works, which shall consist generally of a dormitory to house and feed 1,000 girls. This building will contain approximately 3,200,000 cu. ft. with about 500 sleeping rooms and dining facilities.
3. That if such advance be made the applicant shall provide or make necessary arrangements to provide such funds, in addition to the advance, as may be required to defray the cost of such action preliminary to the construction of the public works:
4. The said representative is hereby authorized to furnish such information and take such other action as may be necessary to enable the applicant to qualify for the advance:
5. That the officer designated in the preceding paragraph is hereby designated as the authorized representative of the applicant for the purpose of furnishing to the United States such information, data and documents pertaining to the application for an advance as may be required; and otherwise to act as the authorized representative of the applicant in connection with this application; and
6. That certified copies of this resolution be included as part of the application for an advance to be submitted to the United States.

Resolution  
to qualify  
for loan

Resolution to qualify for loan under Public Law 352, 81st Congress:

WHEREAS, Michigan State College has great need for additional facilities for housing women students resulting from the continued increased enrollment; and

WHEREAS, there are no rooming facilities available in the community and unless this space is provided many girls wishing to attend Michigan State College will be unable to be-  
cause of lack of housing; and

WHEREAS, The Michigan State Board of Agriculture has complete and final authority under Article XI of the Constitution of Michigan of 1908 for the planning of buildings for Michigan State College;

NOW, THEREFORE, BE IT RESOLVED that that the dormitory for women students is a part of the overall building program of Michigan State College, the site having been acquired for this building.

SPECIAL MISCELLANEOUS, continued

## 7. Proposed new women's dormitory, continued:

c. On motion of Mr. Armstrong, seconded by Mr. Akers, it was voted to engage Mr. Ralph Calder of Detroit as the architect for the proposed women's dormitory.

## 8. In accordance with usual custom, unless emergencies arise there will be no Board meeting in the month of August, and when the Board adjourns it will adjourn to meet again on September 21.

The Board adjourned at 4:00 p.m.

John A. Fennell  
President

Karl H. McDonel  
Secretary