

MINUTES OF THE MEETING
OF THE
FINANCE COMMITTEE
February 17, 1962

The Finance Committee convened at Kellogg Center at 7 o'clock for breakfast.

The following members were present: Messrs. Harlan, Huff, Merriman, Smith, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin

Absent: Dr. Bartlett

1. Investment recommendations from Scudder, Stevens & Clark and Mr. Earl Cress, as follows:

Investment
Items

Forest Akers Fund

<u>Amount</u>	<u>Security</u>		<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
Recommend purchasing:						
50/100 sh	Detroit Bank & Trust (holding 346 50/100 after 5% stock dividend payable February 9)		71	\$36	-	-

Albert H. and Sarah A. Case Fund

86/100	First National City Bank (holding 160 14/100 shs. after 2% stock dividend payable February 16)		108	93	-	-
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Consolidated Investment Fund

Recommend selling:						
300 sh.	Merck & Company	\$1.60	84	25,200	\$480	1.9%

Recommend purchasing:						
94 sh	Monsanto Chemical (holding 306 shs)	1.00	50	4,700	94	2.0%
85 shs	National Life & Accident	.50+	218	18,530	42+	0.2+
76/100 sh	Great Atlantic & Pacific Tea (holding 420 24/100 shs after 2% stock dividend payable February 23)		60	46	-	
82/100 sh	Radio Corp. of America (holding 213 18/100 shs. after 2% stock dividend paid January 29)		55	46	-	
82/100 sh	First National City Bank (holding 213 18/100 shs. after 2% stock dividend payable February 16)		108	85		

Jenison Fund

Recommend selling:						
300 sh	Merck & Co.	\$1.60	84	25,200	480	1.9%

Recommend purchasing:						
200 sh	Abbott Laboratories	\$1.90	73	14,600	380	2.6%
50 sh	National Life & Accident	.50+	218	10,900	25+	0.2+
86/100 sh	First National City Bank (holding 160 14/100 shs. after 2% stock dividend payable February 16)		108	93	-	

Pension & Retirement Fund

Recommend selling one or more of the following:						
\$50,000	C.I.T. Financial 4 1/4s-10/1/1971		100 3/4	50,375	2,125	4.2%
1,000 sh	Merck & Co.	\$1.60	84	84,000	1,600	1.9%

Recommend purchasing:						
Up to \$50,000	Federal Land Bank 4 1/2-2/20/1974		100 1/2	50,250	2,250	4.5%
300 shs	U. S. Steel 7% Preferred \$7.00		up to 150	45,000	2,100	4.7%
As a possible alternative to Standard Brands \$3.50 Preferred or General Motors \$3.75 Preferred recommended on tabulation dated January 11. (Standard Brands Preferred approved by the Board in January was not available.)						
1400 sh	Ex-Cell-O	\$1.50	46	64,400	2,100	3.3%
400 sh	Abbott Laboratories (holding 800 shs.)	\$1.90	73	29,200	760	2.6%
300 sh	National Life & Accident	.50+	218	65,400	150+	0.2%

Minutes of Finance Committee Meeting, continued

1. Investment recommendations, continued:

<u>Amount</u>	<u>Security</u>	<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
<u>Pension & Retirement Fund, continued</u>					
80/100 sh	Radio Corp. of America (holding 1,591 20/100 shs. after 2% stock dividend paid Jan. 29)	55	44	-	
55/100	Detroit Bank & Trust (holding 849 45/100 shs. after 5% stock dividend payable February 9)	71	39	-	
34/100	First National City Bank (holding 849 66/100 shs. after 2% stock dividend payable February 16)	108	37		

Spartan Fund

Recommend purchasing:

96/100 sh	First National City Bank (holding 53 4/100 shs. after 2% stock dividend payable February 16)	108	104		
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Fred Russ Fund

Recommend purchasing:

92/100	First National City Bank (holding 106 8/100 shs after 2% stock dividend payable February 16)	108	99		
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On motion by Mr. Huff, seconded by Mr. Harlan, it was voted to approve item 1.

2. Authorization to sell the following bonds and stocks included in the gift from the Daniel S. Updegraff estate which, in addition to a check for \$375, is to be used for the establishment of a loan fund. The estimated value of these items follows:

United States Bond	\$1,000
United States Bond	500
31 shares American Chickie	2,325
63 shares American Telephone & Telegraph	8,253
46 shares Beatrice Foods	4,508
6 shares Beneficial Finance	330
54 shares Dow Chemical	3,726
68 shares Eastman Kodak	6,800
93 shares Lone Star Cement	2,208
25 shares Lone Star Gas	695
62 shares Pacific Lighting	3,618
26 shares Republic Steel	1,501
25 shares Sherwin Williams	2,437
25 shares Youngstown Sheet	2,537
75 shares Union Carbide	8,756

Several of the Board members questioned the advisability of selling good stocks in accounts like these when at the same time the University is buying the same kind of stocks, or no better stocks, and paying brokerage fees for the selling and buying. It was suggested that Mr. May give consideration to the transferring of good stocks that come to us from bequests to our own investment funds using the investment funds in the same way the funds would be used resulting through the sale.

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve the conversion of these investments into cash so that it may be used for the required loan fund purposes - it being left to the discretion of Mr. May as to whether the stocks are sold at the market or transferred to other University accounts.

Note: On Monday, February 19, Mr. May discussed the transfer of stocks with Mr. Cress and they agreed that those stocks in which we now hold position would be transferred to the Pension Fund. Therefore we will transfer

63 shares of American & Telegraph
93 shares Lone Star Cement
26 shares Republic Steel
25 shares Lone Star Gas

to the Pension Fund at the closing price on February 16, 1962.

3. The University has received a warranty deed from Forest Akers covering a gift of his home in Detroit to the University subject to a life estate. It is Mr. Akers' intention that this gift should be applied to his commitment to pay for the golf course. It is recommended that this gift be accepted.

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the above recommendation.

Investment items

Mr. May to sell some of the stocks in Updegraff estate - transfer others to investment funds

Warranty deed from Forest Akers covering gift of his home to MSU

Minutes of the Finance Committee Meeting, continued:

4. The following communication from Mr. May is self-explanatory:

The Athletic Council today voted to increase football ticket prices subject to the concurrence of the Board of Trustees. It was agreed that any publicity regarding the action should be withheld until after the Board had an opportunity to discuss and indicate objections, if any.

For the information of the Board, it is expected that ticket prices of other institutions in this area will be established as follows:

Michigan State	\$4.50 or \$5.00
Michigan	5.00
Wisconsin	5.00
Northwestern	5.00
Purdue	5.00
Indiana	5.00
Iowa	5.00
Notre Dame	5.50
Ohio State	4.50
Illinois	4.50
Minnesota	4.00

Minnesota has not raised prices because of the competition for the athletic dollar from the new professional football and baseball teams in the Twin Cities' area. Ohio State expects to maintain the \$4.50 for the 1962 season, but does have some box seats which sell for higher prices.

The Council also voted, subject to concurrence by the Board of Trustees, to raise the spouse tickets from \$6 per term to \$12 per season.

Spouse tickets are sold by the other Conference schools on an annual basis for the following prices:

Iowa	\$18
Minnesota	17
Michigan	15
Indiana	15
Purdue	15
Illinois	14
Wisconsin	13

It should also be noted that the spouse book at Michigan State entitles the spouse to free admission to lectures and concerts.

On motion by Mr. Stevens, seconded by Mr. Huff, it was voted to approve the above recommendation from Mr. May.

5. Mr. May discussed the proposed financing of Parking Ramp A. This financing will require an annual charge for student driving permits of \$6 per academic year and the instigation of an on-campus parking charge for faculty and employees at the rate of \$10 per year. If this is satisfactory to the Trustees, discussions will be held with faculty and students to acquaint them with the project, the reasons for the project, and the reasons for the charges.

The Board authorized further discussions.

6. It is recommendation that the Board authorize a contribution of \$500 Gift and Grant funds to be used as a University's contribution to the restoration of the Justin Smith Morrill homestead of Stafford, Vermont, as a public memorial to the author of the land-grant college act.

On motion by Mr. Harlan, seconded by Mr. Merriman, it was voted to approve the above recommendation.

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
February 17, 1962

Present: Dr. Smith, Chairman; Messrs. Harlan, Huff, Merriman, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin

Absent: Dr. Bartlett

The meeting of the January meeting were approved.

SPECIAL MISCELLANEOUS

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

On motion by Mr. Harlan, seconded by Mr. Merriman, it was voted to approve the Finance Committee Items.

Price of
football
tickets
increased
beginning
with 1962
season

Spouse tickets
raised to
\$12 per term

Discussion of
financing of
Parking Ramp
A.

Approval con-
tribution of
\$500 from
Gift and Grant
funds toward
restoration
Morrill's home-
stead.

SPECIAL MISCELLANEOUS, continued

Report of
death of
Ralph H. Young

2. Report of the death of Ralph Hayward Young on January 23, 1962. Mr. Young was born on December 17, 1889, was first employed by the University on September 1, 1923, and was Director of Athletics at the time of his retirement on July 1, 1955.

Approval
resolution on
death of Mr.
Young.

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to authorize Mr. Denison to prepare a suitable resolution on the death of Mr. Young to be spread upon the permanent minutes and an illuminated copy sent to the family.

Salary inc.
approved for -

3. The President recommends approval of the following list of salary adjustments:

		Present Salary	Proposed Salary
<u>To be effective February 1, 1962</u>			
C. E. Erickson	C. E. Erickson, Provost	\$23,000	\$25,000 + \$1000 expense allowance
J. A. Fuzak	John A. Fuzak, Dean of Students	17,000	18,000
Jack Breslin	Jack Breslin, Secretary	17,000	18,000
B. S. Schweigert	B. S. Schweigert, Professor and Head of Food Science	18,000	18,500
J. E. Dietrich	J. E. Dietrich, Professor and Head of Speech	18,000	18,500
W. W. Armistead	W. W. Armistead, Dean of Veterinary Medicine	22,000	22,500
G. A. Sabine	G. A. Sabine, Vice President for Special Projects	23,000	23,500

To be effective March 1, 1962

H. R. Neville

H. R. Neville, Director of Continuing Education 16,000 16,500

R. J. Wisner

Mr. Varner recommends an increase in compensation for R. J. Wisner who is being paid with federal funds from \$17,234 to \$17,967, to be effective January 1, 1962.

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve Item 3.

Approval of
new statement
of retirement
policies.

4. It is proposed that the Trustees approve the following statement of our retirement policies. This is a consolidation of the policies adopted in 1955 and 1956 and changes adopted in 1961 and certain additional changes, effective immediately.
- Retirement for all wage and classified employees will be optional on the first day of July following attainment of age 65 and will be compulsory on the first day of July following attainment of age 68, to be effective immediately.
 - Retirement for all faculty and administrative-professional personnel will be optional on the first day of July following attainment of age 65 and will be compulsory on the first day of July following attainment of age 68. Faculty members who are in good health and can pass a physical examination given by the University Health Service and who are rendering effective service to the University will normally be retained in active-service status to the first of July following attainment of age 70.
 - Sabbatical leaves will not be granted to faculty members after the age of 63. Faculty members who have rendered 10 years or more of service immediately prior to retirement without compensated leaves may be granted a year of consultancy with pay and agreed-upon duties after the retirement date.
 - Administrative officials, including deans, directors, and department chairmen, will be relieved of administrative responsibilities on the first day of July following attainment of the age of 65 unless specific exception is made by the Board of Trustees. When relieved of administrative responsibility, they may:
 - Request one year terminal leave followed by retirement, or
 - Continue active service (without terminal leave or furlough) to age 70 with assignment to new responsibilities. Salary may be adjusted to a level commensurate with the new duties.
 - Re-employment of any retired employee or faculty member may be permitted on a year-to-year basis when the retired person is in good health and when his retention is in the best interest of the University. When such continuation is authorized, the beginning date of the approved retirement pension shall be postponed until the end of the extension of active service. The rate of pay during the period of extended services shall be commensurate with the duties.

On motion by Mr. Stevens, seconded by Mr. Huff, it was voted to approve the above retirement policy.

5. The Board met subsequent to the luncheon. The President asked for advice from the Trustees as to the work under way subsequent to the Board action of November 17, 1961, authorizing the establishment of an Institute of Biology and Medicine.

The Board unanimously instructed the officials of the University to proceed with the planning as previously authorized.

SPECIAL MISCELLANEOUS, continued

6. The Board spent more than three hours on Friday evening discussing the acquisition of an electronic computer and in considering the merits of the various proposals that had been presented on behalf of various manufacturers. The members of the staff of the Computer Laboratory were available to answer questions and to participate in the discussion.

Officers to investigate potential of continuing cooperative research and development program with Burroughs Corp. to determine advantages to MSU for such arrangement - and possibility of continuing res. Computer Lab. program on campus.

At a special executive meeting of the Board following the luncheon on Saturday, February 17, on motion by Mr. Huff, seconded by Mr. Merriman, it was unanimously voted to instruct the officers of the University to investigate the potential of a continuing cooperative research and development program with the Burroughs Corporation of Detroit to determine possible advantages to Michigan State University from such a continuing arrangement, including the possibility of a continuing research Computer Laboratory program on our campus.

The Board requests that Vice President Muelder and Secretary Breslin participate in the discussions with the Burroughs Corporation and that they be prepared to report back to the Trustees at the March Board meeting.

It was further decided that it is the present intention of the Trustees to limit its expenditures for the Computer Laboratory to \$1,000,000 at this time.

7. On Monday, February 12, the charter meeting of the Michigan Coordinating Council for Public Higher Education was held in the Kellogg Center with Warren Huff representing the Board of Trustees. A constitution for the Council was drafted for submission to the Boards of the various state-supported universities and colleges with the understanding that it become effective when approved by any five of the Boards. It is as follows:

Approval of Constitution for Michigan Coordinating Council for Public Higher Education

ARTICLE I Name

The voluntary association herein described shall be styled THE MICHIGAN COORDINATING COUNCIL FOR PUBLIC HIGHER EDUCATION, and referred to hereinafter as the Council.

ARTICLE II Purpose

To the end that high standards of educational practice be maintained and improved, public needs met economically and efficiently, and adequate opportunities made available for higher education, including instruction, research, and public services performed by universities and colleges, the Council shall undertake

- (1) Statewide coordination of the programs and resources of its member institutions;
- (2) Planning for the orderly development of public higher education in accord with the changing needs and resources of the state; and
- (3) Dissemination of information regarding the financing and operation of public higher education, with advice and recommendations thereon, to the people and to the appropriate governmental authorities.

Public higher education shall be deemed to include all activities, of whatever nature or duration, carried on by the public educational institutions beyond the level of the twelfth school grade.

The Council shall be composed of:

- A. One delegate (or his alternate) from each governing board of the four-year state-supported colleges and universities, chosen by the Board from which he comes.
- B. The presidents of each of the four-year state-supported universities and colleges.
- C. The State Superintendent of Public Instruction.
- D. Two representatives of the publicly supported community-junior colleges of the state, of whom one shall be a member of the governing board of the community-junior college (or his alternate), and one the administrative head of a community-junior college. These shall be chosen by the Michigan Council of Community College Administrators with the approval of such community-junior college governing boards as are directly involved, or in such other manner as may be agreed upon by the community-junior college authorities in the state.

ARTICLE IV Officers

The Council shall elect from among such of its members as are members of governing boards of colleges or universities, a Chairman and a Vice-Chairman, each of whom shall serve for a term of one year, and shall not be eligible to succeed himself. The Council shall appoint a secretary, who need not be a member of the Council. Committees, either standing or temporary, may be appointed from time to time in such manner and for such duties as the Council may determine.

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SPECIAL MISCELLANEOUS, continued

7. Constitution Michigan Coordinating Council for Public Higher Education, continued:

ARTICLE V
Voting and Procedure

Each member of the Council as identified in ARTICLE III shall have one vote. Decisions shall be by majority vote. Such decision shall not abridge or impair the authority of any governing board.

Actions taken by the Council will be reported to the governing boards, and in case of a recommendation for action directed to one or more governing boards, the Council may request such board or boards to report the disposition of such recommendation.

ARTICLE VI
Meetings

Regular meetings of the Council shall be held at least four times each year. Special meetings may be held at the call of the Chairman, or upon a call jointly issued by any five members.

ARTICLE VII
Quorum

A quorum shall consist of ten individual members of the Council, of whom five shall be members of governing boards.

ARTICLE VIII
By-Laws

The Council may enact by majority vote, By-Laws or Amendments to By-Laws, not inconsistent with the provisions of this Constitution.

ARTICLE IX
Amendments to this Constitution

Amendments to this Constitution may be acted upon at any meeting of the Council, provided that written notice and a copy of the proposed amendment shall have been given to each member of the Council at least one month prior to the meeting at which action is to be taken. No Amendment shall take effect until it has been formally ratified by two-thirds of the governing boards represented in the Council.

A majority vote of the full membership of the Council shall be sufficient to approve an Amendment for submission to the governing boards.

ARTICLE X
Ratification and effective Date
of this Constitution

This Constitution shall go into effect upon ratification by any five of the following governing boards:

The Board of Regents of the University of Michigan

The Board of Trustees of Michigan State University

The Board of Governors of Wayne State University

The State Board of Education

The Board of Control of the Michigan College of Mining and Technology

The Board of Control of Ferris Institute

The Board of Control of Grand Valley State College

ADOPTED, this twelfth day of February 1962 at East Lansing, Michigan.

On motion by Mr. Huff, seconded by Mr. Vanderploeg, it was voted to approve the above Constitution.

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to approve the appointment of Trustee Huff to serve as Michigan State University's representative on the Michigan Coordinating Council for Public Higher Education.

8. It is recommended that the Board approve Director Lautner's recommendation for the naming of several roads on the campus, as follows:

- a. For the road surrounding the Brody Dormitories, the name Brody Road North, Brody Road East, Brody Road South, and Brody Road West.

continued - -

SPECIAL MISCELLANEOUS, continued

8. Naming of several roads on campus, continued:

- b. For the short road south of Demonstration Hall, the name Demonstration Hall Road.
- c. For the new road south of Shaw Lane running across campus ultimately from Harrison Road to Bogue Street, the name Wilson Road.
- d. For the road west of the pavilion and east of the new Engineering Building, the name Engineering Road.
- e. For the road east of Agricultural Engineering Building and east of the Plant Science Green House, the name Science Road.

Approval
Director
Lautner's
recommendation
re: naming
certain roads
on campus

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the above recommendation from Director Lautner.

PRESIDENT'S REPORTAppointments

Appointments

1. Srishti Dhar Chatterji, Assistant Professor of Statistics, at a salary of \$7500 per year on a 10-month basis from September 1, 1962 to August 31, 1963.

NEW BUSINESSResignations and Terminations

Resignations

1. Clement A. Tatro, Associate Professor of Metallurgy, Mechanics and Material Science August 31, 1962 to accept a position at Tulane University.
2. Nathaniel S. Eek, Assistant Professor of Speech, August 31, 1962 to accept a position at the University of Oklahoma.
3. Patrick J. Callihan, Associate Professor and Manager of Television Broadcasting, March 31, 1962 to accept a new position with the National Educational Television and Radio Center.
4. Thomas M. LaPatka, Associate Professor of Military Science, December 29, 1961 to return to the U. S. Army.

Leaves--Sabbatical

Leaves

1. Mildred Chapel, Home Economics Agent, Livingston County with full pay from March 26, 1962 to June 8, 1962 and from September 25, 1962 to December 15, 1962 to study for her Master's Degree at Michigan State University.
2. Ruth J. Peck, Associate Professor (Ext.) Extension Service with full pay from September 10, 1962 to March 9, 1963 to study at the East-West Center, University of Hawaii.
3. Norman R. Thompson, Associate Professor of Farm Crops with full pay from April 1, 1962 to September 30, 1962 for study and travel in Holland, Germany and England.
4. J. Robert Brunner, Professor of Food Science, with full pay from September 15, 1962 to March 15, 1963 for post-doctoral study at Michigan State University.
5. Paul R. Krone, Professor of Horticulture with full pay from April 1, 1962 to September 30, 1962 for study and travel in the USA and Canada.
6. Walter Adams, Professor of Economics with half pay from January 1, 1963 to December 31, 1963 for study in Lansing and Washington.
7. Milton J. Wiksell, Associate Professor of Speech and Labor and Industrial Relations Center with full pay from January 1, 1963 to March 31, 1963 for study and travel in the United States.
8. James B. Tintera, Associate Professor of Education with full pay from July 1, 1962 to August 31, 1962 for travel in Europe.
9. John H. Beaman, Assistant Professor of Botany and Plant Pathology with half pay from September 1, 1962 to August 31, 1963 for study at Michigan State University, Harvard and Europe.
10. Bennett T. Sandefur, Professor of Geology, with full pay from April 1, 1962 to June 30, 1962 for study and travel in Eastern Europe and Northern Africa.
11. L. R. Montgomery, Associate Professor of Surgery and Medicine with full pay from June 1, 1962 to September 30, 1962 for study and travel in the United States and Mexico.
12. R. G. Schirmer, Professor of Surgery and Medicine, with full pay from June 16, 1962 to September 15, 1962 and from June 16, 1963 to September 15, 1963 for study and writing at Michigan State University and the University of Michigan.

NEW BUSINESS, continuedLeaves--Military

1. Jerry F. Arford, Custodian I Brody Hall, without pay from January 23, 1962 to June 30, 1962.

Leaves--Health

1. Maryann Meldrum, Marketing Information Agent, Kalamazoo County, with full pay from February 1, 1962 to February 28, 1962.
2. William S. Cariens, Instructor in Mechanical Engineering with full pay from February 15, 1962 to March 31, 1962.

Leaves--Other

1. Anna B. Brown, Home Economics Agent, Washtenaw County, without pay from March 1, 1962 to August 31, 1962 to complete her Ph.D. at the University of Michigan.
2. John M. Hunter, Professor of Economics, without pay from September 1, 1962 to August 31, 1963 to be adviser at the University of Cordoba, Argentina.
3. Robert W. McIntosh, Professor of Hotel, Restaurant and Institutional Management without pay from August 1, 1962 to January 31, 1963 to be visiting Professor at the University of Hawaii.
4. Gordon J. Aldridge, Professor and Director of Social Work without pay from April 1, 1962 to May 15, 1962 for research work at Columbia University.
5. Thomas G. Aylesworth, Assistant Professor of Education without pay from July 1, 1962 to July 31, 1962 to teach at Ohio State University.
6. Pandeli Durbetaki, Instructor in Mechanical Engineering without pay from September 1, 1962 to August 31, 1963 to accept an NSF Fellowship for study at Michigan State University.

AppointmentsAppointments

1. Joyce Marie Dunn, Home Economics Agent, Monroe County at a salary of \$6300 per year on a 12-month basis effective July 25, 1962.
2. Edward Phelps Speare, Associate Professor of Fisheries and Wildlife and Zoology at a salary of \$1600 for the period June 16, 1962 to August 8, 1962.
3. John A. Stovel, Associate Professor of Economics at a salary of \$3500 for the period April 1, 1962 to June 30, 1962.
4. Leo V. Deal, Instructor in Speech at a salary of \$6000 for the period September 16, 1962 to June 15, 1963.
5. Elwin Carl Reynolds, Associate Professor of Speech at a salary of \$10,000 per year on a 12-month basis effective July 1, 1962.
6. Sidney V. DeBoer, Assistant Professor of Education at a salary of \$1400 for the period June 15, 1962 to August 10, 1962.
7. Kow-Kwong Choong, Land Grant Distinguished Visiting Professor of Engineering at a salary of \$5000 for the period April 1, 1962 to June 30, 1962.
8. Alvah Peterson, Visiting Professor of Entomology at a salary of \$2200 for the period June 15, 1962 to August 10, 1962.
9. Beliyar R. Bhat, Assistant Professor of Statistics at a salary of \$7500 per year on a 10-month basis from September 1, 1962 to August 31, 1963.
10. Richard A. Tjalma, Consultant in Veterinary Medicine without pay from March 1, 1962 to June 30, 1962.
11. William A. Priester, Consultant in Veterinary Medicine without pay from March 1, 1962 to June 30, 1962.

TransfersTransfers

1. Wayne B. Siefert from County Horticultural Agent Oakland County to District Horticultural Agent, Southeastern Michigan at the same salary of \$6200 per year effective March 1, 1962.
2. Donald R. Rowe, from Agricultural Agent Delta County to Agricultural Agent, Calhoun County at an increase in salary to \$7800 per year effective March 1, 1962.
3. Clayton D. Reid, from Agricultural Agent, Montcalm County to 4-H Agent Montcalm County at the same salary of \$6200 per year effective February 1, 1962.

Salary inc.Salary Changes

Geo. M. Johnson

1. Salary increase for George M. Johnson, Chief of the Nigerian Project at \$20,000 per year effective January 1, 1962.

On motion by Mr. Vanderploeg, seconded by Dr. Smith, it was voted to approve the President's Report, Resignations and Terminations, Leaves, Appointments, Transfers and Salary Changes.

NEW BUSINESS, continuedMiscellaneous

1. Change in dates of leave of absence with pay for Victor E. Smith, Professor of Economics, from April 1 to June 30, 1962, to April 1 to June 30, 1963.
2. Recommendation that Russel B. Nye be relieved of the directorship of the Division of Language and Literature, effective June 30, 1962. This recommendation is made at Professor Nye's request. It is also recommended that Professor Nye be named Distinguished Professor of English with a salary increase from \$16,700 per year to a salary of \$18,000 per year on a 10-month basis, effective September 1, 1962.
3. Recommendation that Gordon E. Guyer be designated Professor and Chairman of the Department of Entomology with a salary increase from \$11,000 to \$13,000 per year on a 12-month basis, effective July 1, 1962 and paid 50% from University General and 50% from Experiment Station funds.
4. Recommendation that Paul Honigsheim, Professor Emeritus of Sociology and Anthropology, be paid \$500 for services from March 26 to June 10, 1962. This is in addition to his retirement salary, and is to be paid from account 11-3741.
5. Change in status of John D. Donoghue from Specialist in the Vietnam Project to Assistant Professor of Sociology and Anthropology and Continuing Education at a salary of \$8500 per year on a 12-month basis, effective March 12, 1962, and subject to tenure rules.
6. Recommendation that Howard R. Neville, Professor and Director of Continuing Education be given the additional title of Assistant Provost, effective March 1, 1962.
7. Change in status of Louis A. Doyle from Associate Professor and Assistant Director of Continuing Education at a salary of \$13,800 per year to Associate Professor and Associate Director of Continuing Education at a salary of \$14,500 per year, effective March 1, 1962.
8. Reassignment of Garland P. Wood, Associate Professor of Agricultural Economics, to the Colombia Project at the same salary of \$12,300 per year, effective from April 1 to May 15, 1962, and paid from 71-2044.
9. Reassignment of Harold M. Riley, Professor of Agricultural Economics, to the Colombia Project at the same salary of \$12,770 per year, effective from April 2, 1962 to June 30, 1962, paid from 71-2044.
10. Change in dates of assignment of C. A. Lawson, Professor and Head of Natural Science, to the Nigeria Program from January 20 to February 19, 1962, to March 11 to April 9, 1962.
11. Recommendations from the Retirement Committee as follows:
 - a. Retirement of Cecil H. Nickle, Associate Professor of Speech, at a retirement salary of \$3000 per year, effective July 1, 1962. Mr. Nickle was born October 15, 1896, and was first employed by the University on September 1, 1931.
 - b. Retirement of Burr K. Osborn, Associate Professor of Electrical Engineering, at a retirement salary of \$3000 per year, effective July 1, 1962. Mr. Osborn was born on June 2, 1894 and has been employed by the University since September 1, 1924.
 - c. Retirement of William F. Robertson, Associate Professor of Food Science, at a retirement salary of \$2150 per year, effective July 1, 1962. Mr. Robertson was born on January 1, 1897, and has been employed by the University since April 15, 1943.
 - d. Retirement of Mrs. Fern DeCamp, X-Ray Technician VIII at the Health Service, at a retirement salary of \$2485 per year, effective July 1, 1962. Mrs. DeCamp was born on July 27, 1897 and has been employed by the University since September 15, 1933.
 - e. Retirement of Mrs. Mabel E. Stanley, Superintendent of Nurses X at the Health Service, at a retirement salary of \$2884 per year, effective July 1, 1962. Mrs. Stanley was born on December 15, 1904, and has been employed by the University since May 1, 1927.
 - f. Retirement furlough with full pay for Walter F. Morofsky, Professor and Director of the Kellogg Biological Station, from July 1, 1963 to June 30, 1964, and retirement at a retirement salary of \$3000 per year, effective July 1, 1964. Dr. Morofsky was born on January 18, 1899, and has been employed by the University since June 10, 1927.
 - g. Retirement furlough with full pay for Ray Hutson, Professor and Head of Entomology, from July 1, 1962, to June 30, 1963, and retirement at a retirement salary of \$3000 per year, effective July 1, 1963. Mr. Hutson was born on October 16, 1896, and has been employed by the University since July 1, 1930.
 - h. Retirement of Buford H. Grigsby, Professor of Botany and Plant Pathology, at a retirement salary of \$3000 per year, effective July 1, 1975. Professor Grigsby was born on October 14, 1909, and has been employed by the University since January 1, 1935. Dr. Grigsby's resignation to be effective January 31, 1962, will be submitted to the March meeting of the Board of Trustees. He wishes to continue his work with the Government of Ceylon and has requested that he be granted retirement salary when he reaches the age of 65.

Ch. dates lve
for Victor
Smith

R.B. Nye named
Distinguished
Professor

Gordon E. Guyer
named Chairman
Entomology

Paul Honig-
sheim Mar. 26,
to June 10'62

Ch. status
John D.
Donoghue to
Asst.Prof.
Soc. & Anthropol
Howard Neville
Asst. Prof.

Louis A.Doyle
to be Asst.
Dir. Cont. Edu

Reassignment
G.P. Wood
to Colombia
Proj.

Reassign. H.M.
Riley to Colom-
bia Proj.

Ch. dates
assignment C.A.
Lawson Nig.Pro.

Approval
several
retirements

NEW BUSINESS, continued

Miscellaneous, continued

Report of death of L. Fernald Foster Jan. 27'62

12. Report of the death of L. Fernald Foster, Assistant Registrar AP-V, in the Registrar's Office, on January 27, 1962. Mr. Foster was born June 26, 1925, and had been employed by the University since September 1, 1956.

In view of the fact that Mr. Foster was not participating in the group life insurance program, it is recommended that the widow be paid his salary for a period of one year beyond the date of his death.

Report of use of 1961 cash gifts of MSU Development Fund

13. The MSU Development Fund recommends that its 1961 cash gifts be used as follows:

Planetarium	\$61,846.07	
Home Economics Reading Lounge	380.00	
Development Fund Administrative--Expenses	6,041.00	
Development Fund/Awards & Prizes for Distinguished Faculty Awards	6,000.00	
Development Fund/Restricted for:		
Kresge Art Center	2,000.00	
Urban Planning Scholarship	79.00	
State News Reference Library	250.00	
Class of 1912 Gift	2,321.00	
Alumni Distinguished Scholarships	40,000.00	
Dean Chester Clark Scholarship Fund	834.50	
Harlow Mork Scholarship Fund	93.00	
Ralph H. Young Scholarship Fund	958.50	
Total	\$120,803.07	

Hine-Fite Fund re-named to "Junior Breeder's Rotating Fund"

14. Charlotte Hine and sisters have approved the following use of the fund that they established to be known as the "Junior Breeders' Rotating Fund":
- That the In Memoriam Junior Breeders' Rotating Fund be changed to the Hine-Fite 4-H Student Loan Fund at Michigan State University, providing student loans for former 4-H Club members enrolled in a formal course of study in the College of Agriculture. In the administration of the fund, preference shall be given to applicants who were 4-H members in Michigan and those enrolled at the undergraduate level.
 - That the Fund be administered by the Office of the Dean of Students in accordance with established procedures.

Report on money received from estate of Daniel S. Updegraff

15. Mr. May reports the receipt of our residuary interest in the estate of Daniel S. Updegraff of the Class of 1907 including a check for \$375, bonds and stocks of an estimated total value of \$47,694. Mr. Updegraff's will provided that this gift should be used for the creation or augmentation of a student loan fund to be named in honor of his wife. A check for \$25,000 was received from this estate last year.

\$21,985 approp. for alterations to Phys-Math Bldg.

16. Recommendation from Secretary Breslin and Mr. May that the Board authorize alterations in the Physics-Mathematics Building to cost a total of \$21,985 to be charged to the budget for Alterations and Improvements.

On motion by Mr. Merriman, seconded by Mr. Harlan, it was voted to approve the foregoing Miscellaneous Items.

Approval budget for construction Planetarium

17. The proposed budget covering the construction of the planetarium is presented for approval:

Professional Services:		
Architectural and Engineering (donated by Mr. Calter)	\$	
Site investigation (soil borings)		500
Construction:		
Structure (general, mechanical, and electrical)		164,500
Services (sewers, steam, water--already on site)		0
Site work (walks, roads, landscaping, etc.)		20,000
Instrument and Equipment:		
Instrument		108,650
Auxiliary projectors and equipment		7,400
50-foot dome, seats, sound system, cove lighting, etc.		65,500
Black light displays and murals		10,000
Contingencies		\$191,550
Total estimated cost of project		20,000
		\$396,550

The gift of \$250,000 from Mr. and Mrs. Talbert Abrams has previously been accepted. The balance of funds has been made available from the MSU Development Fund with the exception of a small balance which will be contributed from the 1962 Fund.

C.E. Erickson named to Retirement Committee

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve the budget covering construction of the Planetarium.

18. It is recommended that Provost C. E. Erickson be appointed to the Retirement Committee as a replacement for Provost Paul Miller.

On motion by Mr. Vanderploeg, seconded by Mr. Merriman, it was voted to approve the appointment of Provost Erickson to the Retirement Committee.

NEW BUSINESS, continuedMiscellaneous, continued

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

- a. Reclassify a Clerk-Typist to a Senior Clerk IV position in Mimeograph.
- b. Establish a Crop Science Aide X in Farm Crops, paid from 71-6676

Approval
recommenda-
tions from
personnel

On motion by Mr. Vanderploeg, seconded by Mr. Harlan, it was voted to approve Item 19.

20. Communication from the Michigan Press Association expressing gratitude to the Trustees for the annual dinner at which the Trustees were hosts.

21. Dean Thelma Porter appeared before the Trustees to discuss the problems and aspirations of the College of Home Economics.

Gifts and Grants

Gifts and
Grants

1. Gift of a spark plug cleaner valued at \$100 from General Motors Corporation, AC Spark Plug Division, of Flint, to be used by B. A. Stout in the Teaching Laboratory in Agricultural Engineering.
2. Gift of an IR Moisture-Matic Balance valued at \$325 from E. H. Sargent Company of Detroit, to be used by A. E. Erickson in Soil Science to make soil moisture measurements.
3. Grants as follows for emergency loan funds for African Students:

Pauline Olmstead	\$58
Bernice M. Olver	3
Genevieve Twichell	2
Margaret G. Chapin	5
Mrs. A. L. Gainer	5
International Women's Club YWCA	5

4. Grants for scholarship purposes, as follows:

- a. To establish new scholarships:
 - 1) \$50 from Ivan F. French of Sarasota, Florida, to be awarded to a junior in Home Economics, who, in the opinion of the Dean, has the attributes necessary to combine the duties of homemaking and civic responsibilities in a well rounded program. This is to be called the "Elizabeth I. French Award".
 - 2) \$10,050 from Consumers Power Company of Jackson to be used for 1 freshman scholarship of \$300, 3 engineering scholarships of \$750 each, and 3 engineering fellowships of \$2,500 each.
 - 3) \$1,200 from the Ingham County Unit of the American Cancer Society to provide a \$600 scholarship for a senior majoring in medical technology and a \$600 scholarship for a senior majoring in veterinary medicine.
 - 4) \$1,000 from The California Company of New Orleans, Louisiana, to be used for a \$500 scholarship to an outstanding junior student to be used in his senior year, and \$500 as an unrestricted grant to the Geology Department.
- b. To be credited to previously established scholarships:
 - 1) \$50 from the Bay Southern Artificial Breeders Association of Freeland, for the Michigan Dairy Memorial Scholarship.
 - 2) \$1,000 from Fred A. Simonsen of Detroit for the Simonsen Scholarship Fund.
 - 3) \$10,000 from Schlitz Foundation, Inc., of Milwaukee, Wisconsin, for the Schlitz Academic Achievement Fund and Scholarship Fund.
 - 4) \$360 from the Michigan Cannery and Freezers Association of Grand Rapids to supplement the scholarship fund for undergraduate students in Food Science.
 - 5) \$100 from The Owosso Savings Bank for the Michigan Bankers Scholarship Fund.
 - 6) \$85 from Modern Tractor Service-Massey Ferguson of Burr Oak for the Michigan Farm Equipment Scholarship Fund.
 - 7) For the Elevator and Farm Supply General Scholarship Fund:
 - a) \$200 from the Michigan Grain and Feed Dealers' Association of East Lansing
 - b) \$650 from Farm Bureau Services of Lansing
 - c) \$600 from Michigan Elevator Exchange of Lansing.
 - 8) For the MSU Faculty Scholarship Account:
 - a) \$5 from Vice President G. A. Sabine
 - b) \$25 from Stanley Idzerda Honors College
 - c) \$50 from Aaron H. Bogart of Scarsdale, New York.
- c. To aid specified students:
 - 1) \$50 from Zeta Beta Omega Chapter of Alpha Kappa Alpha of Flint.
 - 2) \$500 from the National Association of Secondary School Principals of Washington, D. C., for a Voice of America scholarship.
 - 3) \$93 from the Saur Foundation of Grand Rapids.
 - 4) \$150 from the American Legion Auxiliary of Detroit for the Besse Gotfredson Memorial Scholarship
 - 5) \$166.66 from the Elks Department of Education of Memphis, Tennessee.
 - 6) \$300 from the Masuk P.T.A. of Monroe.
 - 7) \$350 from the Cook Foundation of Hamden, Connecticut.
 - 8) \$125 from the National Merit Scholarship Corporation of Evanston, Illinois.
 - 9) \$100 from the Parents Association, George Washington High School, of New York City.
 - 10) \$500 from the Mellinger Educational Foundation, Inc., of Monmouth, Illinois.
 - 11) \$150 from the United Scholarship Service for American Indian Students Affairs of Denver, Colorado.

MISCELLANEOUS, continuedGifts and
GrantsGifts and Grants, continued

6. Renewal of a memorandum of agreement with the Clinton County Board of Supervisors covering a grant of \$1,000 to be used under the direction of N. P. Ralston in the Cooperative Extension Service as a contribution toward the salary of an agricultural agent in Clinton County from January 1 to March 31, 1962.
7. Grant of \$333.33 from the Oakland County Board of Supervisors to be used under the direction of N. P. Ralston in the Cooperative Extension Service as a contribution toward the salary of a 4-H Club Agent from December 1-31, 1961.
8. Grant of \$2,500 from the Washtenaw County Board of Supervisors to be used under the direction of N. P. Ralston in the Cooperative Extension Service as a contribution toward the salary of a 4-H Club Agent from July 1 to December 31, 1961.
9. Grant of \$14,700 from the Sears-Roebuck Foundation of Chicago to be used under the direction of R. G. Mawby in 4-H Clubs for the National Junior Vegetable Growers Association Convention, the National Conference, the Toronto Achievement trip, the State Awards trip, the Youth Advisory Council, the Recreation Laboratory, handicraft award, Safety Congress, Conference of County Chairmen, the Home Improvement tour, the Junior Leadership Schools, and the Recreation Chairman Training Institutes.
10. Renewal of memoranda of agreement for grants to be used under the direction of B. A. Stout in Agricultural Engineering and S. K. Ries in Horticulture, as follows:
 - a. \$7,000 from the National Pickle Packers Association of Oak Park, Illinois, to develop principles for construction of a mechanical cucumber harvester.
 - b. \$2,500 from The Scott Viner Company of Columbus, Ohio, for the development of principles to accomplish the mechanical harvesting of cabbage and other like vegetables.
11. Renewal of a memorandum of agreement with the Michigan Bean Shippers Association of Saginaw covering a grant of \$4,000 to be used under the direction of R. J. Evans in Biochemistry to isolate the proteins of dry navy beans and to characterize the proteins and study the biological activities and nutritive values of each protein isolated. The agreement provides for a special graduate research assistant.
12. Renewal of a memorandum of agreement with Merck and Company, Inc., of Rahway, New Jersey, covering a grant of \$3,000 to be used under the direction of R. W. Luecke in Biochemistry for a study of the biochemical and physiological effects of anabolic steroids.
13. Approval of a memorandum of agreement with Whirlpool Corporation of St. Joseph covering a grant of \$3,000 to be used under the direction of J. W. Goff in Packaging to conduct basic research on problems related to Multi-sponsor research project No. 1 which encompasses the control of physical damage to packaged merchandise and packaged in all its aspects.
14. Renewal of a memorandum of agreement with the Michigan State Apple Commission of East Lansing covering a grant of \$500 to be used under the direction of D. H. Dewey and D. R. Dilley in Horticulture to investigate the mechanism of respiration of apple fruits during development, maturation, and senescence to better interpret the influence of environmental and cultural factors on fruit quality and composition.
15. Renewal of a memorandum of agreement with the United States Department of Agricultural Research Service of California covering a grant of \$29,560 to be used under the direction of R. K. Ringer in Poultry Science for investigations to characterize the principal physiological mechanism controlling feather release and tightening in poultry. The agreement provides for special graduate research assistants.
16. Renewal of a memorandum of agreement with the Nitrogen Division, Allied Chemical Corporation, of New York City covering a grant of \$3,000 to be used under the direction of A. R. Wolcott, J. C. Shickluna, L. S. Robertson, and J. F. Davis in Soil Science to develop a satisfactory method of testing soils and plants for available nitrogen. The agreement provides for a special graduate research assistant.
17. Grant of \$500 from the Campbell Sales Company of Camden, New Jersey, to be used under the direction of E. M. Barnet in Marketing and Transportation Administration for the administration of the programs in Food Marketing Management.
18. Grant of \$6,000 from the Automobile Club of Michigan of Detroit to be used under the direction of A. F. Brandstatter in the School of Police Administration and Public Safety to provide scholarships to police officers desiring to attend the short course programs in traffic.
19. Grant of \$600 from The Daily Sentinel for the Inland Daily Press Association Fund of Chicago to be used under the direction of M. S. MacLean, Jr., in the Communications Research Center for a study of community attitudes toward newspapers.
20. Grant of \$900 from the Michigan Council of American Association of Advertising Agencies to be used under the direction of Jack Prather in Advertising for a field study of student attitudes toward advertising.
21. Renewal of a memorandum of agreement with the National Education Association of Washington, D. C., covering a grant of \$1,000 to be used under the direction of Julian W. Smith in the College of Education in the field of his work in outdoor education.

NEW BUSINESS, continuedGifts and Grants, continued

22. Grant of \$26,373 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of R. S. Bandurski in Botany and Plant Pathology for a better understanding of the biological mechanisms involved in the synthesis of nucleic acids. Gifts and Grants
23. Grant of \$10,975 from the National Institutes of Health of Washington, D.C., to be used under the direction of D. J. deZeeuw in Botany, C. L. Hammer in Horticulture, and H. M. Sell in Biochemistry to investigate the relationship of action and mechanisms of plant virus diseases and growth regulating chemicals.
24. Grant of \$39,200 from the National Science Foundation of Washington, D.C., to be used under the direction of E. C. Cantino in Botany for research on the relation between biochemical and morphological differentiation in water fungus, *Blastocladiella Emersonii*.
25. Renewal of memoranda of agreement as follows covering grants to be used under the direction of D. J. deZeeuw in Botany to support graduate research assistants in the area of seed treatment and soil treatment fungicide research:
- a. \$200 from the Norwich Pharmacal Company of Norwich, New York
 - b. \$500 from the Shell Development Company of Modesto, California
26. Renewal of a memorandum of agreement with the Shell Chemical Company of Union, New Jersey, covering a grant of \$2,000 to be used under the direction of G. E. Guyer in Entomology for an evaluation on the control of clover root borer in forage, control studies on vetch bruchid to replace a lost industry for Michigan, studies on asparagus and cucumbers by granulated formulations for beetle control studies of resistant onion maggot populations, and fruit insect studies with Phosdrin.
27. Renewal of a memorandum of agreement with the National Defense Education Act Title IV, Department of Health, Education, and Welfare of Washington, D.C., covering a grant of \$7,500 to be used under the direction of J. R. Shaver in Zoology to develop an animal behavior program.
28. Grant of \$20,125 from the National Science Foundation to be used under the direction of J. R. Shaver in Zoology for support of an undergraduate science education program.
29. Grant of \$10,000 from the Department of Health, Education, and Welfare of Washington to be used under the direction of Herbert Weisinger in English to support an expanded program in comparative literature.
30. Renewal of a memorandum of agreement with McClure Oil Company of Alma covering a grant of \$2,500 to be used under the direction of C. E. Prouty in Geology for a graduate fellowship to attract superior students in geology and geophysics to carry on research that will contribute to petroleum exploration, especially within the Michigan Basin area.
31. Grant of \$15,000 from the United States Office of Education of the Department of Health, Education, and Welfare of Washington to be used under the direction of S. R. Townsend in Foreign Languages to help support a doctoral program in French, German and Spanish.
32. Grant of \$7,500 from the United States Office of Education to be used under the direction of C. P. Wells in Mathematics to support an expanded program in mathematics in general and in numerical analysis and computer work in particular.
33. Grant of \$23,310 from the National Science Foundation to be used under the direction of M. Isobel Blyth in Mathematics to support a summer science training program for secondary school students.
34. Renewal of a memorandum of agreement with the United States Office of Education covering a grant of \$7,500 to be used under the direction of S. K. Haynes in Physics and Astronomy for an expansion of the graduate program in nuclear physics.
35. Grant of \$10,000 from the National Defense Education Fellowship Title IV, Department of Health, Education, and Welfare to be used under the direction of Leo Katz in Statistics to aid in establishing an interdisciplinary and interdepartmental approach to the development of a program in econometrics.
36. Grant of \$5,238.60 from the Office of Naval Research of Washington, D.C., to be used under the direction of C. F. Wrigley in Psychology for development of research and teaching methods in multivariate experimental designs.
37. Renewal of a memorandum of agreement with the American National Red Cross of Washington, D.C. covering a grant of \$2,028 to be used under the direction of E. O. Moe in Sociology and Anthropology to create a research framework and specific research designs for study of the role of the American Red Cross in disaster, and for continuing analyses of Red Cross-community relationships. The agreement provides for a special graduate research assistant.
38. Grant of \$10 from the Women's Auxiliary to the MSU Chapter of the American Veterinary Medical Association to be used under the direction of Dean Armistead in the College of Veterinary Medicine to purchase materials for the Veterinary Library.
39. Renewal of a memorandum of agreement with The Upjohn Company of Kalamazoo covering a grant of \$3,000 to be used under the direction of Lois Calhoun, Esther Smith, and Madan Bharadwaj in Anatomy to develop bibliographic index and photographic exposition of the laboratory rat.

NEW BUSINESS, continued

Gifts and Grants, continued

Gifts and
Grants

40. Grant of \$25 from the Irish Setter Club of Michigan of Roseville to be used under the direction of W. O. Brinker in Surgery and Medicine for research of dog diseases.
41. Grant of \$500 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of C. K. Whitehair in Veterinary Pathology to determine the effect of infection on protein metabolism and requirements.
42. Grant of \$200 from C. P. Chamberlin of Detroit to be used under the direction of Homer Higbee in International Programs to assist in defraying the cost of participation in the Operation-Crossroads Africa for Michigan State University students accepted by that program.
43. Grant of \$1,000 from The Louis Sudler Music Foundation of Chicago to be used under the direction of D. A. Pash in Broadcasting Services to assist WMSB Television in the completion of the "Layman and the Arts" program series.
44. Grant of \$15,000 from the National Home Demonstration Council of Wilson, Texas, to be used under the direction of H. R. Neville in Continuing Education to offset expenses in connection with the National Home Demonstration Council Conference on Safety held on February 6-8, 1962.
45. Grants as follows to be used under the direction of H. R. Neville in Continuing Education as contributions toward the Christmas Adventure in World Understanding Program:

Lindell Drop Forge Co., Lansing	\$115
John P. McGoff, East Lansing	75
Chrysler Corporation, Detroit	250
James F. Anderton, Lansing	100
46. Renewal of a memorandum of agreement with the American Federation of Musicians of Newark, New Jersey, covering a grant of \$31,300 to be used under the direction of W. B. Paul in the Lecture-Concert Series and Walter Hodgson in the Music Department to meet the shortage of competent string players for symphony orchestras and competent string instructors.
47. Gift of 39 shares of Dow Chemical Company common stock, valued at \$2769 to be used under the direction of R. H. Baker in the Museum and Zoology to add to the "Museo Dillman S. Bullock Research Fellowship".
48. Grant of \$600 from The Ohio Fuel Gas Company of Columbus, Ohio, to be credited to the Discretionary Gift Fund. This is in accordance with the Company's support to education program and represents \$300 each for two graduates now employed by the Columbia Gas System.

On motion by Mr. Merriman, seconded by Mr. Harlan, it was voted to approve the Gifts and Grants.

Reports for Board Members

Alteration and
improvement
items approved

1. The following Alteration and Improvement items have been approved since the January meeting of the Trustees:

a. Improve lighting in Room 27, Kellogg Center	\$ 400
b. Alterations to Rooms 231, 235, 239, 241, 245, 247 and men's restroom in Auditorium Building for Speech Department	2,450
c. Alterations to first and second floors of Marshall Hall for Economics Department	770
d. Improve lighting in two offices of Secretary's Office	150
e. Install sound-proof materials around Room 452 (Mimeograph Room) and Room 133 (Projection Room in Instructional Materials Center) in Education Building	650
f. Improve lighting in Rooms 17D, 18, and 18A, Morrill Hall, for School of Nursing	600
g. Alterations to Room 224 Bessey Hall to protect examination records for Evaluation Services; also build concrete block wall with heavy, solid door in storage area assigned to University College in basement of Bessey Hall for Evaluation Services	650
	\$5,670
2. Additional payments to salaried employees since the January Trustees' meeting as per list on file.

Approval
MSU-O Items

Michigan State University-Oakland

1. Appointment of James Louis Cooper as Instructor in History at a salary of \$6,000 per year on a 10-month basis, effective August 15, 1962.
2. Recommendation that the Trustees approve the proposed Faculty Organization at Michigan State University-Oakland, as filed with this Board material.
3. Grants as follows for deposit to the MSU-O Scholarship Account 91-3225:

George A. Wasserberger, Pontiac	\$279.00
Mrs. Fred Van Lennep, Lexington, Kentucky	100.00
Consumers Power Company, Pontiac	300.00
Ford Educational Aid Program, Birmingham	100.00
R & C Builders, Inc., Rochester	140.00
Macomb County Scholarship Committee	2,159.50
Justus R. Pearson, Jr., Birmingham	280.00

continued - -

Michigan State University-Oakland, continued:

3. Grants for deposit to the MSU-O Scholarship Account 91-3225:

Bass Engineering and Construction Company, Birmingham	\$ 280.00
William & Sarah Swidman Foundation, Grand Rapids	255.00

Approval
MSU-O Items

On motion by Dr. Smith, seconded by Mr. Vanderploeg, it was voted to approve Items 1, 2 and 3.

Finance Items, Michigan State University-Oakland

1. Communication from Chancellor Varner:

Approval
Finance Items
from MSU-O

During the past several weeks, we have been conducting a careful study of the enrollment probabilities for the third semester and the cost problems which such an enrollment would create. We are now ready to make a firm recommendation for this operation.

During the January 1 enrollment, we asked all students to fill out a questionnaire indicating their plans for the third semester. We asked them to tell us whether they (a) definitely would attend the third semester, (b) probably would attend, or (c) definitely would not attend. We also asked them to indicate the exact courses which they would plan to take if they did enroll.

On the basis of these questionnaires, we have learned that 377 students "definitely plan to attend" and take 1,036 courses. This would mean a full-time equivalent load of about 260 students. If we include those who say they "probably will attend," then the head count figure jumps to 513 and the course count to 1,264. This would give us a full-time equivalent load of 316. Of those surveyed, only 169 said they definitely did not plan to enroll, while 220 gave no response at all.

We are making our plans on what seems to be a fairly conservative base--assuming that only those saying they definitely plan to attend will actually enroll. On this basis, we anticipate the fee income will amount to \$46,620 (this calculated on an average of \$45 per course). Our anticipated expenses for operating the third semester will amount to \$61,300--with \$20,230 of this chargeable to the 1962-63 budget year.

In the light of this, we should like to make this proposal:

- a. That we be authorized to announce to our students immediately that there will be a third semester operation,
- b. That we ask for no deficiency appropriation to support this operation, and
- c. That we plead with the Legislature to include in our 1962-63 appropriation an added amount of approximately \$20,000 to cover that part of our third semester operation which will actually fall into the next fiscal year.

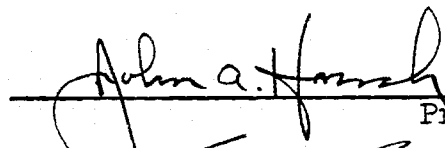
If there is any significant change in terms of increased enrollments, this will tend to reduce the deficiency since we can add more students to the courses established.


Since we need to identify faculty members immediately for the third semester and since the students are eager to get some formal announcement on this question, I would hope this could be approved at an early date.

On motion by Mr. Harlan, seconded by Mr. Merriman, it was voted to approve the above Michigan State University-Oakland Finance Item.

The Board adjourned at 12:15 p.m.

The next meeting will be held March 30, 1962.


President


Secretary

There was no meeting of the Board of Trustees
in March 1962
