

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
July 15, 1949

Present: Mr. Brody (Chairman); Messrs. Akers, More, Mueller; Miss Jones; President Hannah; Secretary McDonel.

Absent: Mr. Armstrong; Dr. Thurston; Mr. May

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations Resignations

1. Resignation of the following temporary Instructors, effective the dates given:

- Written and Spoken English - Lyssa Harper, effective June 15, 1949
Eva Hampton, effective June 15, 1949
Elinore Winburne, effective June 15, 1949
- Business Administration - Howard Launstein, effective June 15, 1949
- Speech, Dramatics, and Radio Education - Alex Dillingham, effective June 30, 1949
Frances Hayworth, effective June 30, 1949
Robert Maunder, effective June 30, 1949
Jean Kennedy, effective June 30, 1949
Mary Gaupp, effective June 30, 1949
- Mathematics - Jessie Wilzer, effective June 15, 1949
- Psychology - E. L.V. Shelley, effective June 21, 1949
Robert Roman, effective June 21, 1949

Appointments Appointments

1. Appointment of Alex Grinstein as Lecturer in Psychology at a salary of \$600 for the period from June 20 to July 26, 1949.
2. Appointment of Ralph C. Belding as Instructor in Bacteriology and Public Health at a salary of \$4400 per year, effective July 1, 1949, to replace Saul Narotsky, resigned. His salary is to be paid one-half from College and one-half from Experiment Station funds.

Travel Travel

1. Full expenses for C. R. Megee to represent Michigan State College at the 75th anniversary of the founding of the Ontario Agricultural College in Guelph, Ontario, on June 17-19.
2. Full expenses for R. H. Nelson to attend the annual meeting of the Technical Committee at Miles City, Montana, on July 5-12; paid from Experiment Station funds. A part of Dr. Nelson's expenses may be paid from federal funds.
3. Full expenses for R. W. Luecke to attend a meeting of the Technical Committee on Death Losses in Young Pigs in Chicago on July 7; paid from Experiment Station funds.
4. Full expenses for Henry E. Larzelere to go to Lafayette, Indiana, on July 8 and 9 to attend a committee meeting to plan certain phases of the regional marketing research; paid from Experiment Station funds.
5. Full expenses for R. F. Herron to attend the Food Service Institute meeting in Chicago on July 24.

Change date
appt.
Heideman
to July 1.

Check \$8000
Kellogg
Foundation

Angell Const
Co. awarded
contract for
Sanitary &
Storm sewers
Farm Lane

Miscellaneous

1. Change in the effective date of the appointment of Kenneth K. Heideman as Assistant Professor of Short Courses from June 16 to July 1, 1949.
2. Accepted a check for \$8,000 from the W. K. Kellogg Foundation. This is the second and final installment on the grant from the Foundation for the development and operation of the Nursery School.
3. Authorized the awarding of the contract for the Farm Lane Sanitary and Storm Sewers to the Angell Construction Company, the low bidder, at \$38,797.06. The following bids were received:
- | | |
|-----------------------------|-------------|
| Angell Construction Company | \$38,797.06 |
| VanOrden and VanEss | 44,107.50 |
| Thomas L. McNamara, Inc. | 47,786.20 |

NEW BUSINESSResignations

Resignations

1. Resignation of Mrs. Iris McCleery as Assistant Dietitian in the Quonset Village Cafeteria, effective August 31, 1949. Mrs. McCleery's husband has finished his graduate studies, and they are moving from East Lansing.
2. Resignation of John H. Daugherty as Assistant Professor on the Board of Examiners, effective August 31, 1949, to accept another position.
3. Resignation of Lila Jane Cook as Instructor on the Counseling staff, effective June 30, 1949, to accept a position at the University of Minnesota.
4. Resignation of Rachel Ludlow as Nurse at the Health Service, effective September 21, 1949. Her husband will graduate at the end of summer term.
5. Resignation of Mrs. Helen F. Pratt as Nurse at the Health Service, effective August 31, 1949. Her husband is leaving to enter theological seminary.
6. Cancellation of the appointment of William H. Carter as Professor of Agricultural Engineering.
7. Cancellation of the appointment of Ella McMasters Ibaugh as Home Demonstration Agent at Large.
8. Resignation of Dorothy Pope as Home Demonstration Agent in Monroe County, effective July 31, 1949, to return to teaching.
9. Resignation of Ruth Highberger as Instructor in Home Management and Child Development, effective August 31, 1949, to accept a position at the University of Iowa.
10. Resignation of Eileen M. Litka as Assistant in Home Management and Child Development, effective August 31, 1949, to spend full time in her home.
11. Resignation of Dorothy B. Vaughn as temporary Instructor in Botany and Plant Pathology, effective June 15, 1949.
12. Resignation of Charles T. Black as Assistant Professor (Extension) of Zoology, effective July 15, 1949, to accept a position with the Michigan Department of Conservation.
13. Resignation of Beverly Joan Holcomb as Assistant in Mathematics, effective August 31, 1949, because of the reduction in the size of the staff.
14. Resignation of Carolyn J. Trimm as Assistant in Mathematics, effective August 31, 1949, because of the reduction in the size of the staff.
15. Resignation of Helen E. Core as Instructor in Mathematics, effective August 31, 1949 to accept a position at the Aberdeen Proving Ground.
16. Resignation of Jack R. Gibb as Associate Professor of Psychology, effective August 31, 1949, to accept a position at the University of Colorado.
17. Resignation of Glen Grimsley as Assistant Professor of Psychology, effective August 31, 1949, to accept a position with the General Motors Corporation.

Leaves

Leaves

1. Leave of absence without pay for Emerson D. Jacob, Order Librarian, from October 1, 1949, to January 31, 1950 to study at Columbia University.
2. Extension of leave of absence without pay for Paul S. Mills, Assistant Professor of Business Administration, to August 31, 1950. Mr. Mills has been on leave since September 1, 1948, to study at Indiana University.
3. Leave of absence without pay for James D. Jackson, Instructor in Music, from September 1, 1949, to August 31, 1950, to work toward a Doctor's degree.
4. Leave of absence without pay for Laura Jean Burnett, Instructor in Mathematics, from September 1, 1949, to August 31, 1950, to accept a Graduate Council Fellowship.

Appointments

Appointments

1. Appointment of the following persons to the summer session staff:
 - a. Mrs. Mary Leichty as temporary Instructor in Counseling at a salary of \$200 for the month of August 1949, to replace L. Jane Cook, resigned.
 - b. Gilbert N. Ketcham as Lecturer in Economics at a salary of \$600 for the period from July 26 to September 3, 1949.
 - c. Glenn W. Miller as Lecturer in Economics at a salary of \$800 for the period from July 25 to September 4, 1949.
 - d. Gerald Bosch as Instructor in Education at a salary of \$500 for the period from July 27 to September 3, 1949.

continued

NEW BUSINESS' continued

Appointments

Appointments, continued

1. Appointments to summer school staff, continued:

- e. Wilfred F. Clapp as Instructor in Education at a salary of \$300 for the period from July 27 to August 9, 1949.
- f. Joseph Salek as Instructor in Speech, Dramatics, and Radio Education at a salary of \$500 for the period from June 18 to July 26, 1949.
- g. Charles G. Irwin as Instructor in Speech, Dramatics, and Radio at a salary of \$500 for the period from June 18 to July 26, 1949.
- h. Clair R. Tetterer as Instructor in Speech, Dramatics, and Radio Education at a salary of \$291.67 per month, effective from July 1 to August 31, 1949.
- i. Evelyn Lyons as Assistant in Chemistry at a salary of \$95 per month, effective from July 1 to August 16, 1949.
- j. S. J. Beck as Visiting Lecturer in Psychology at a salary of \$600, effective from August 1-6, 1949.

2. Appointment of the following housemothers for fraternities, effective from September 1, 1949 to June 30, 1950:

Mrs. Melita C. Alexander	Psi Upsilon	\$100 per month
Mrs. Louise H. Samann	Lambda Chi Alpha	100 per month
Mrs. Ruth Ann Hale	Sigma Alpha Epsilon	100 per month

- 3. Appointment of Eleanor Kathryn Mitter as Instructor in Counseling at a salary of \$3000 per year, effective September 1, 1949, on a 12-month basis, to replace L. Jane Cook, resigned.
- 4. Appointment of Marian Vonk Dobbins as Nurse at the Health Service at a salary of \$2500 per year, effective September 16, 1949, on a 12-month basis, to replace Rachel Ludlow, resigned.
- 5. Appointment of Mrs. Ruth Corbin, as Assistant in the Library at a salary of \$3000 per year, effective September 1, 1949, on a 12-month basis. This is a new position.
- 6. Appointment of Elizabeth Wagner as Assistant in the Library at a salary of \$2300 per year, effective September 1, 1949 on a 12-month basis. This is a new position.
- 7. Appointment of Cernyw X. Kline as Instructor in Agricultural Engineering at a salary of \$3600 per year, effective from July 1 to August 31, 1949, and paid one-half from College and one-half from Experiment Station funds. This is a replacement for Jack R. Schram, resigned.
- 8. Appointment of Howard Franklin McColly as Professor of Agricultural Engineering at a salary of \$6600 per year, effective August 1, 1949, to replace F. W. Peikert, resigned, and paid one-half from College and one-half from Experiment Station funds, on a 12-month basis.
- 9. Appointment of Maurice S. Armstrong as Technician in Poultry Husbandry at a salary of \$3000 per year, effective July 1, 1949, for an indefinite period, on a 12-month basis.
- 10. Appointment of Eugene Frederick Dice as Assistant County Agricultural Agent in Muskegon County at a salary of \$3400 per year, effective August 22, 1949, to replace Charles R. Kaufman, transferred, on a 12-month basis.
- 11. Transfer of Mildred M. Omlor from Home Demonstration Agent in Tuscola County to Home Demonstration Agent in Oceana and Newaygo Counties at the same salary of \$4200 per year, effective July 5, 1949.
- 12. Transfer of Mrs. Jean Wilson from Home Demonstration Agent in Montcalm County to Home Demonstration Agent in St. Joseph County at the same salary of \$3600 per year, effective July 15, 1949.
- 13. Appointment of Leora N. Horning as Home Demonstration Agent at Large at a salary of \$3800 per year, effective August 16, 1949, on a 12-month basis, to be paid from Bankhead-Flannagan funds.
- 14. Appointment of Anne Elizabeth Field as Home Demonstration Agent at Large at a salary of \$3200 per year, effective July 5, 1949 on a 12-month basis. This is a new position.
- 15. Appointment of Rollin H. Simonds as Associate Professor of Business Administration at a salary of \$6000 per year, effective September 1, 1949, on a 10-month basis. This is a new position.
- 16. Appointment of David J. Luck as Associate Professor of Business Administration at a salary of \$6200 per year, effective September 1, 1949, on a 10-month basis.
- 17. Appointment of Harold R. Jolliffe as Professor of Journalism at a salary of \$6200 per year, effective September 1, 1949, on a 10-month basis, to replace R. M. Spong, resigned.
- 18. Appointment of Fritz B. Harris as Assistant Professor of Mechanical Engineering at a salary of \$4200 per year on a 10-month basis, effective September 1, 1949, to replace F. L. Spalding, resigned.
- 19. Appointment of Galla Van Syckle as Visiting Professor of Home Management and Child Development at a salary of \$4500 per year, effective for one year only beginning September 1, 1949. Miss VanSyckle will replace Dorothy Greey who has been granted leave of absence.

NEW BUSINESS, continued

20. Appointment of Barbara Jean Hammill as Instructor in Textiles, Clothing and Related Arts at a salary of \$3300 per year, effective September 1, 1949, on a 10-month basis, to replace L. Mildred Wilson, resigned.
21. Appointment of Evelyn Westcott as Technician in Textiles, Clothing and Related Arts at a salary of \$2300 per year, on a 12-month basis, effective September 1, 1949, paid from Experiment Station funds, to replace Verda Elliott, resigned.
22. Appointment of Thomas T. McClure as Assistant Professor of Botany and Plant Pathology at a salary of \$4500 per year, effective September 1, 1949, on a 10-month basis, to replace L. C. Knorr, resigned.
23. Appointment of Clair R. Tettermer as Instructor in Speech, Dramatics and Radio Education at a salary of \$3500 per year, effective September 1, 1949, on a 10-month basis. Mr. Tettermer has been employed previously on a temporary basis.
24. Appointment of Andrew Daniel Perejda as Assistant Professor of Geology and Geography at a salary of \$4800 per year, effective September 1, 1949, on a 10-month basis, to replace Fred W. Foster, resigned.
25. Appointment of Barbara Gregory Houston as temporary Instructor in Mathematics at a salary of \$1000 for the fall term of 1949. This is a replacement for Helen E. Core, resigned.
26. Appointment of Doris Helen Bauer as Technician in Bacteriology and Public Health at a salary of \$2600 per year, effective from July 1 to August 31, 1949 to replace Ethel Jolliffe.

Appointments

Travel

Travel

1. Full expenses for C. P. Loomis to go to New York City and Washington, D. C., on July 15-22 to talk with the American Jewish Committee and the Anti-Defamation League authorities on the minority group project in New York; and to interview a prospective candidate for a position.
2. Transportation to Guelph, Ontario, and maintenance expenses for K. F. Schneider to join a tour to study joint soil correlation problems in this area. The trip will be made on July 24-29 and August 3 and 4, and will be paid from Soil Survey funds.
3. Full expenses for P. M. Harmer, L. M. Turk, J. F. Davis, and Robert Gillespie to go on a muck tour around Michigan and the edge of Indiana on July 27 and 28. The trip will be made by bus.
4. Full expenses for C. P. Loomis to go to Chicago and Madison on July 28-30 to consult with specialists on the clothing marketing project.
5. Full expenses for L. W. Witt to attend a meeting of the North Central Livestock Marketing Research Committee in Chicago on July 31 to August 4; paid from Experiment Station funds.
6. Full expenses for L. J. Bratzler to attend a regional project meeting in Chicago on August 1-3; paid from Experiment Station funds.
7. Mileage on two cars for staff members to attend the meeting of the American Poultry Science Association in Guelph, Ontario:
 - a. Mileage on one car for R. J. Evans, S. L. Bandemer, and Anna Louise Kelley.
 - b. Mileage on one car for J. A. Davidson; paid from Experiment Station funds.
 - c. First-class railway fare for A. C. Groschke; paid from Experiment Station funds.
 - d. Mileage on one car for J. M. Moore and H. C. Zindel; paid from Extension funds.
 - e. Mileage on one car for C. G. Card, F. N. Barrett, and C. C. Sheppard.
 - f. First-class railway fare for C. H. Cunningham; paid from Experiment Station funds.
8. Full expenses for Earl Weaver and W. W. Snyder to go to Southern Wisconsin, Northern Illinois, Indiana, and Ohio on August 8-11, to visit herds of Brown Swiss Cattle to aid in the selection of a sire for the College herd; paid from the Livestock Fund.
9. Travel allowances as follows for staff members to attend the meeting of the American Football Coaches Association at Evanston, Illinois, and the All-Star football game in Chicago on August 10-13:
 - a. Full expenses for R. H. Young and C. L. Munn
 - b. Mileage on one car for Forest Evakhevski, Hugh D. Daugherty, Earle L. Edwards, Robert Flora, and John H. Kobs.
10. Mileage on one car for members of the staff of the Agricultural Economics Department to attend the annual meetings of the American Farm Economic Association in Laramie, Wyoming, on August 15-23; paid one-half from College and one-half from Experiment Station funds.
11. Mileage on one car and maintenance expenses for Dean Anthony and Director Hardin to attend a meeting of the Northcentral Experiment Station Directors at Itasca State Park, Minnesota, on August 16-21.
12. Mileage on one car only for Karl A. Vary and C. R. Hoglund to participate in a farm management research methodology workshop at Blackduck, Minnesota, and to visit various places in Wisconsin en route; to be paid from Hope-Flannagan funds. An allowance of \$45 each toward expenses will be made by the Farm Foundation of Chicago.

NEW BUSINESS, continuedTravel, continued

Travel

13. Mileage on one car for members of the staff of the Agricultural Economics Department to attend the annual meeting of the American Institute of Cooperation in Madison, Wisconsin, on August 21-26; paid from Extension funds.
14. First-class railway only for R. J. Maddox to go to Cleveland, Ohio, on August 22-24 to obtain information concerning home wiring for the extension program which is being set up; paid from Extension funds.
15. First-class railway fare for Karl Dressel to attend the silver anniversary of the National Shade Tree Conference in Baltimore, Maryland, on August 22-26.
16. Mileage on one car for members of the staff of the Mathematics Department to attend the annual meetings of the Mathematical Association of America and the American Mathematical Society in Boulder, Colorado, on August 25 to September 6.
17. First-class railway fare for L. C. Price to attend the Diesel Engine Symposium at the University of Wisconsin on August 28 to September 4.
18. Full expenses for Fred Rinker and E. D. Farwell to go to Austin, Minnesota, on September 12-18 to show College pigs at the National Barrow Show and to put up and take care of a swine display in the Exhibits Building.

Change in salary J.O. Veatch to \$1826

Change date appt. Gatha J. Leverage
Change date resignation Launstein
Also C.H. Kraft

Degrees app. end summer session.

Cont. agree-Ferro Enamel Corp.

App. memo of agreement Dow Chemical

App. memo of agree. Mich. REA

Cont. memo agree. Gen. Chem. Div. of Allied Chem & Dye Corp. \$100 from anonymous donor

Additional amounts to salaried employees.

Miscellaneous

1. Change in salary for J. O. Veatch, Retired Professor of Soil Science, from \$1300 to \$1826 per year, effective for one year beginning July 1, 1949, and paid from Experiment Station funds. This is in addition to his retirement pay.
2. Change in the effective date of the appointment of Gatha Jean Leverage as Home Demonstration Agent at Large from July 5 to November 1, 1949.
3. Change in the effective date of the resignation of H. C. Launstein as temporary Instructor in Business Administration from June 15 to July 15, 1949.
4. Change in the effective date of the resignation of C. H. Kraft as Instructor in Mathematics from August 31 to September 15, 1949.
5. 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 summer sessions of 1949. (Lists are on file in the Registrar's Office and the Secretary's Office.)
6. Continuation of a memorandum of agreement with the Ferro Enamel Corporation of Cleveland, Ohio, covering a grant of \$1000 to be used by Dr. Wynd in the Botany Department in an investigation of the absorption of nutrients by plants and the effect of these nutrients on the metabolism and behavior of the plants.
7. Approval of a memorandum of agreement with the Dow Chemical Company of Midland covering a grant of \$4000 to be used by the Agricultural Experiment Station in a study of the possible toxic effects on farm animals of certain herbicides when used to destroy weeds in pastures.
8. Approval of a memorandum of agreement with the Michigan Rural Electrification Administration covering a grant of \$2950 to be used by Professor Farrall in Agricultural Engineering for an in-service program on safety and job training of various Michigan REA organizations and operating companies.
9. Continuation of a memorandum of agreement with the General Chemical Division of the Allied Chemical and Dye Corporation of New York City covering a grant of \$350 to be used in the Botany Department for cooperative field testing on potatoes and for fungicidal screening tests.
10. Check for \$100 from an anonymous donor to be added to the scholarship funds to help some needy student. (The check was sent by Harry B. Black, the father of an MSC student, who wishes to remain anonymous.)
11. Payment of the following amounts to salaried employees since the last Board meeting:

Auditorium

Charles Branz	\$ 3
Helen Evans	3
Helen Greene	25
Lois Harris	12
Robert Troxell	6
Wayne VanRiper	12
Clella Weissinger	3
<u>Miscellaneous</u>	
James Apple	40
Douglas Dunham	91
Elsie Edwards	191.70
Marlin K. Farmer	90.00
W. H. Form	36.00
Glen Grimsley	852.50*
Lois Harris	2.00

Miscellaneous

Benjamin Hickok	\$ 75.50
James Karslake	86.50
Michael Kolivosky	103.50
George Limbocker	150.00
Robert M. Lumianski	15.00
Ethel Longstreet	56.00
J. F. MacNaughton	742.50*
Elizabeth McCleary	11.47
Earl McIntyre	16.90
Roy M. Miller	66.00
F. V. Monaghan	92.00
Frank Montgomery	20.00

Miscellaneous

Lucia Morgan	\$134.40
Charles Pedry	49.20
E. L. Robinson	63.00
Virgil Scott	89.40
C. C. Sigerfoos	22.50
E. G. Snyder	104.00
Ledah Thompson	70.00
Leland E. Traywick	39.20
Robert Troxell	3.00
F. R. Wickert	185.00*
C. E. Wildon	56.00
Howard Womochel	75.00
Margaret Yuill	600.00*

*John MacNaughton--Jan. \$210, Feb. \$195, March \$227.50, April \$100, June \$10; Frederick Wickert--Dec. \$10, Jan. \$10, Feb. \$55, Mar. \$47.50, June \$62.50; Margaret Yuill's pay includes one term's work for two courses in Mason and Perry.

NEW BUSINESS, continuedMiscellaneous, continued

12. Reclassification of a Clerk-Typist position to a Secretary-Departmental I position in the Department of Police Administration, effective July 1, 1949.
13. Reclassification of an Account-Clerk I position to an Account-Clerk II position in the office of the Comptroller, effective July 1, 1949.

Cl-Typist
reclassified
to Sec-Dept I
position
Acc.-Cl. I
reclassified
to Acc.-Cl-II
Comptroller

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

ADDITIONAL ITEMSResignations

1. Resignation of Elsie M. Bruch as Secretary in the Office of Dormitories and Food Services, effective July 23, 1949.
2. Resignation of Reginald V. Holland as Instructor in Written and Spoken English, effective August 31, 1949. Mr. Holland has been on leave without pay since January 1, 1949 to study at Cornell University, and he plans to continue work on his doctorate.

Resignations

Leaves

1. Leave of absence without pay for Jean Boek, Instructor (Research) in Foods and Nutrition, for one year beginning September 16, 1949, to complete her course work for her Ph.D. degree.
2. Leave of absence without pay for Herbert Weisinger, Associate Professor of English and of Literature and Fine Arts, from September 1, 1949, to August 31, 1953, to permit him to accept an appointment at the Warburg Institute of Renaissance Studies of London and Frankfurt.

Leaves

Appointments

1. Appointment of the following Instructors in Business Administration for the second 6-week summer session of 1949:
 - a. Howard C. Launstein at a salary of \$400 for the period
 - b. Richard E. Brown at a salary of \$500 for the period
2. Transfer of Jay W. Olin from the classified list to the position of Foreman of the Electrical Division at a salary of \$4000 per year, effective July 1, 1949.
3. Appointment of Kathleen V. Hodge as Secretary in the Office of Dormitories and Food Services at a salary of \$2400 per year, effective July 16, 1949, to replace Elsie M. Bruch, resigned.
4. Reappointment of John Jett McDow as Instructor in Agricultural Engineering at a salary increase of \$300 per month, effective from July 1 to August 7, 1949.
5. Transfer of William Cargo from County Agricultural Agent in Houghton and Keweenaw Counties to Assistant Professor (Extension) of Farm Crops and of Soil Science and a salary increase from \$4600 to \$4800 per year, effective September 1, 1949. Mr. Cargo will replace D. L. Clanahan.
6. Appointment of Donald C. Miller as Assistant Professor of Short Courses at a salary of \$4400 per year, effective August 1, 1949, to replace L. A. Thorburn, resigned.
7. Transfer of Jean E. Gillies from Home Demonstration Agent at Large to Home Demonstration Agent in Tuscola County at the same salary of \$3400 per year, effective August 1, 1949.
8. Appointment of John Jennings McCune as temporary Instructor in Business Administration at a salary of \$3500 for the period from September 16, 1949 to June 15, 1950, to replace M. B. Dickerson who will be on leave.
9. Appointment of Warren B. Huey as Instructor in Physical Education, Health and Recreation for Men at a salary of \$3000 per year, effective September 1, 1949. This is a new position.
10. Continuation of Mary K. Good Knight as Instructor (Research) in Foods and Nutrition at a salary of \$125 per month on a halftime basis, effective from July 16 to August 15, 1949 and paid from Rackham funds.
11. Appointment of Chester Frederick Clark as Professor and Head of the Department of Surgery and Medicine at a salary of \$8300 per year, effective September 1, 1949 to replace C. S. Bryan.

Appointments

Travel

1. Full expenses for George Amundson to attend the Midwest Plan Service Committee meeting in Ames, Iowa, on July 25-27; paid one-half from Extension and one-half from Experiment Station funds.
2. Mileage on one car and maintenance expenses for E. G. Foster to participate in a program for college housing administrators in Urbana, Illinois, on July 28-30. Miss Jones and Mr. Lawson will accompany Mr. Foster.

Travel

ADDITIONAL ITEMS, continuedTravel, continued

3. Full expenses for Tom King to attend the Big Ten Alumni Secretaries Annual Conference in Delevan, Wisconsin, on July 30 to August 5.
4. Mileage on one car for H. C. Moore to attend a conference of potato growers in Ithaca, New York, on August 1-10; paid from Michigan Crop Improvement Association funds.
5. Full expenses not to exceed \$40 each for H. P. Sweany and H. M. Byram to participate in a conference on research in agricultural education in Champaign, Illinois, on August 9-13. These expenses are fully reimbursable from Vocational Teacher Training funds.

Miscellaneous

1. Change in the effective date of the appointment of William L. Davidson as Director of the Development Fund from November 1 to September 1, 1949.
2. Change in title of Selma L. Bandemer from Assistant Professor (Research) to Associate Professor (Research) of Agricultural Chemistry, effective July 1, 1949.
3. Change in title of Hugo Munsterberg from Assistant Professor to Associate Professor of Literature and Fine Arts, effective July 1, 1949.
4. Change in title of J. Chong Lee from Instructor to Assistant Professor of Physics and Astronomy, effective September 1, 1949.
5. Communication from the Detroit Trust Company advising the State Board of Agriculture that Mr. Harry A. Fee had reduced the amount of income to be paid to him from the Harriet Kimball Fee Trusteeship by \$5000 per year so that the remuneration to the College for this quarter has been increased by \$1250 to \$2750 for the quarter instead of \$1500 for the quarter as had previously been received.
6. Receipt of a check for \$13,050 from the William and Sarah E. Hinman Endowment Fund Corporation for Hinman Scholarships to be granted to Michigan State College students for the year 1949-50.
7. Approval of a contract with the Atomic Energy Commission covering a grant of \$18,899 to be used in the Department of Physiology and Pharmacology in a project entitled "Hormonal and nutritional factors which alter the effective half-lives and differential absorption ratios of calcium, manganese and cobalt in the animal body."
8. Communication from the U. S. Public Health Service advising the College of the Extension of the Cancer research project through July 31, 1950 and providing for an additional amount not to exceed \$8,800. Dr. Stafseth has been designated as principal investigator.
9. Communication from the American Cancer Society, Inc. of New York City advising the College of a grant of \$6000 to be used under the direction of Dr. Wynd in the Botany Department in a research program entitled "Development of Radio-active Virus". The period of the grant is from July 1, 1949 to June 30, 1950.
10. Continuation of the agreement with the Army Quartermaster Purchasing Office of Chicago covering a grant of \$6000 to be used under the direction of Dr. Quill in the Chemistry Department in a study of the browning of foods in containers. This project will be in operation from July 1, 1949 to June 30, 1950, and provides for a graduate fellowship.
11. Approval of a memorandum of agreement with the General Aniline and Film Corporation of Easton, Pennsylvania, covering a grant of \$1000 to be used under the direction of B. H. Grigsby in the Botany Department in a study of the effect of herbicides furnished by the company upon weeds, brush, and crop plants. The project will be in operation from June 1, 1949 to May 31, 1950.
12. Request for an appropriation of \$375 to the Department of Public Relations to cover the cost of producing the revised edition of "Faculty Facts".
13. Recommendation from Mr. McDonel, Professor Osgood, and Mr. Lautner recommending the designation of a certain area consisting of three acres east of the college incinerator, north of the C & O Railroad, to be used as a burial plot for isotope material. This approval should include an appropriation of \$75 to be used for a fence around this area, to be charged to Special Alterations and Improvements.
14. It appears that the west wing of Shaw Dormitory will be completed so that men may be housed in the dormitory at the beginning of the fall term. These men will be fed in the Short Course Dormitory, and this will necessitate toilet facilities in the dormitory. It is recommended that the contract for this work be given W. H. Beasley & Son, the low bidder, at \$7,155. The following bids were received:

Reniger Construction Company	\$7976
Foster, Schermerhorn & Foster	7846
W. H. Beasley & Son	7155

15. Margaret Potter has notified the College that she does not desire to renew the lease for the Potter Cooperative House for Women after its expiration on August 31, 1949.

Travel

Change effective date of appt. Wm. Davidson
Change in title Selma Bandemer

Change in title Hugo Munsterberg

Change in title J. Chong Lee

College income from Fee Estate to be increased.
Chk. \$13,050 from Hinman Estate.

Contract Atomic Energy Com. app.

Extension of Cancer research project app.

Grant of \$6000 from Am. Cancer Society.

Cont. agreement Army Quartermaster covering \$6000 grant

Memo agreement Gen Aniline & Film Corp.

Approp. \$375 Pub. Relations

Burial plot for isotopes approved.

Repairs to Short Course Dorm. app.

Potter house not to be renewed.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

16. Receipt from Dean Anthony of a check for \$377.30, an amount paid him on a per diem basis by the State of Pennsylvania for serving as a member of a State Government Commission on Higher Education.

On motion of Mr. More, seconded by Mr. Akers, it was voted to approve the foregoing Additional Items.

Special Miscellaneous Items

1. Approval of the salary budget for the first summer session as recommended by Dean Crowe, Director. The total amount of salaries for the first session in accordance with the policy previously agreed upon is in the amount of \$97,851.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the salary budget for the first summer session as presented by Dean Crowe.

2. Change in the schedule of the three weeks Music Summer Session as follows:

- a. Increase the stipend for William Stewart from \$200 to \$400
b. Omit the payment previously authorized of \$400 for Louis Blaha

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

3. Comptroller May recommends the payment to the East Lansing Public Schools of \$3,572.38 in accordance with our agreement. The East Lansing Public Schools have submitted an itemized account; \$3,072.38 is for transportation of pupils and \$500 is for the crossing watchman on Harrison Road.

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

4. The following is recommended for approval by the Board as a policy:

Full time, 10-month employees of Michigan State College are not to be employed on the labor payroll charged to any account handled by the College during the summer vacation period. Salaried employees on a 10-month basis employed during the summer on the college payroll must have the prior approval of the State Board of Agriculture, and the rate of compensation cannot exceed the amount that could be earned by the same employee if teaching a full summer school load, and in no event can the total earnings during the summer exceed the compensation for one 6-week summer session.

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

5. Presentation of the budget for the 1949 fiscal year.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the budget for the 1949 fiscal year as submitted, with the following corrections:

a. Salary corrections:

	<u>Present budget</u>	<u>Corrected salary</u>
Marian Armbrustmaker, Chief Telephone Operator	\$2600	\$2800
Gwendolyn Norrell, Assistant Professor Counselors	4400	4000
W. J. Haney, Assistant Professor Horticulture	4500	5000
Carl Albrecht, Asst. Prof. Agric. Engineering	4700	5000
Harold D. Story, Instructor Elect. Engineering	3500	3300
W. C. Peterson, Instructor Elect. Engr.	3800	4000
Charles E. Goodell, Asst. Prof. Elect. Engr.	4100	4300
W. N. Nellis, Instructor Elect. Engineering	3100	3200
B. E. Maine, Temporary Instructor Elect. Engr.	1440	1350
G. W. Reed, Asst. Prof. Animal Pathology	6400	5400

- b. Change the following persons from 10-month to 12-month basis:

L. A. Smith, Civil Engineering
Wilma Brewer, Foods and Nutrition
Elizabeth Page, Home Management and Child Development
Forest Strong, Botany and Plant Pathology
E. P. Reineke, Physiology and Pharmacology

- c. Add Donald W. Douglass as Associate Professor of Zoology at a salary of \$5450 per year (position No. 7, page 165)

- d. John S. DeMartelly is Artist in Residence at a salary of \$4100 for two terms' work (position 16, page 169)

- e. Everett Peterson in Agricultural Economics to be transferred from full time teaching to half-time teaching and half-time Experiment Station. (Position 28, page 67)

- f. Provide for five new positions in the Library at a cost of \$15,000 (page 63)

Dean Anthony
turns check
for \$377.30
over to
college.

Approval of
first summer
session
salary bud-
get.

Change in
schedule of
3-weeks
Music summer
session.

Payment of
\$3,572.38
to E. L.
Public Schools

Policy re-
garding em-
ployment of
10-months
persons dur-
ing summer.

Approval of
budget for
1949 fiscal
year.

ADDITIONAL ITEMS, continued

Special Miscellaneous Items, continued

Approval of
1949 budget

5. Presentation of budget (continued):

- g. Provide a Clerk-Typist position in the Placement Office (page 57)
- h. Provide a Clerk-Typist position in the Placement Office (page 57)
- h. New position in the field of commercial art at \$5000
- i. Ten additional half-time graduate assistantships in the Graduate School at a cost of \$11,000.
- j. Additional person in Department of Public Relations at \$4500
- k. Include position of Manager for student publications in Department of Journalism at \$5000.
- l. Include position of Social Director for Women's Residence Halls in Department of Dormitories and Food Services.
- m. Authorize possible transfer of position for Swedish mass gymnastic teacher in Physical Education for Women to Physical Education for Men.
- n. Additional position in the Personnel Office with the responsibility of surveying the need for all clerical and labor positions, \$4000.

Approval of
several
projects
from funds
indicated.

6. The following projects are recommended for approval with appropriations from the funds indicated:

- a. Remodel Boarding House at the Kellogg Farm
Charge W. K. Kellogg Farm \$ 4,500
- b. Irrigation Lines to Horticulture Experimental Plots
Charge to Experiment Station Budget, page 245 15,000
- c. Remodel Old Agricultural Building Pavilion
Charge to accumulated unexpended balances
Extension and Experiment Station 36,000
- d. Alterations to Animal Disease Barn for Atomic Energy
Commission Project - page 245 in Budget 8,500
- e. Alterations in Offices in Dairy Building
Charge to Creamery Account 1,200
- f. Alterations to the Red Cedar Village to fit the
structure for a school for children in college
housing (charged to income from the faculty and
student housing units) 19,100
- g. Resurfacing sections of Birch and Walnut asphalt roads in
Barracks Housing area (charged to income from the faculty
and student housing units) 1,800

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve the above recommendation.Contract for
resurfacing
west & east
circle drive
given to Mich
Colprovia Co.

7. Authorize awarding contract for resurfacing west and east circle drive and Red Cedar Drive to low bidder:

Michigan Colprovia Company	\$33,789
Wright Contracting Company	33,885
The Ferris Company	34,486
Detroit Concrete Products Corp.	34,665
Detroit Asphalt Paving Company	35,930

On motion of Mr. Brody, seconded by Mr. More, it was voted to approve letting the contract to the low bidder, Michigan Colprovia Company

The meeting adjourned at 3:00 p.m.

John A. Hannah
President

Paul H. McDowell
Secretary