

MINUTES OF THE MEETING
OF THE
STATE BOARD OF AGRICULTURE
June 10, 1944

Present: Mr. Berkey (Chairman); Messrs. Akers, Armstrong, Brody; Miss Jones; Dr. Elliott; President Hannah; Treasurer Wilkins; and Secretary McDonel

Absent: Mr. McPherson

The meeting was called to order at 10:10 A.M.

The minutes of the last meeting were approved.

PRESIDENT'S REPORT

Resignations and Appointments

Resignations

1. Resignation of Mrs. Glenadine Vanderberg as stenographer in Soil Science, effective May 14, 1944. Mrs. Vanderberg is resigning due to the illness of her husband.
2. Termination of the temporary appointment of Mrs. Alice Bartlett as Home Furnishing Specialist, effective as of April 30, 1944.

Appointments

3. Reappointment for an indefinite period of L. A. Robert as Assistant Professor of Civil Engineering, effective July 1, 1944.
4. Reappointment of C. B. Andrews as Associate Professor of Civil Engineering for as long as his services are necessary and definitely for the period from July 1, 1944 to June 30, 1945.

Travel

Travel

1. Full expenses for Dean L. C. Emmons to attend the meeting of the Executive Committee of the American Council on Education Study in General Education in Chicago on May 25-27.
2. Travel expenses and meals for B. R. Proulx to attend the meeting of the Hotel Front Office Executives in Chicago on May 29 and 30. The Association furnished his room.
3. Full expenses for R. J. Baldwin to attend a meeting of the Central States Extension Directors in Chicago on June 8-10.
4. Maintenance expenses for Mr. McDonel, Mr. Calder, Mr. Davenport and Mr. Foster to visit Purdue University on June 6 and 7 for the purpose of seeing the Purdue Union and the dormitories.
5. First-class railway fare and pullman for I. F. Huddleson to attend the meeting of the American Society of Allergists in Chicago on June 9, and paid from the Central Brucella Fund.
6. Full expenses for H. B. Dirks to attend the meeting of Regional Advisers of ESMWT in Cincinnati, Ohio, on June 20-22, to be paid from ESMWT funds.

Approval
changes
Goritz barn

Miscellaneous

1. Approval of further changes in the Goritz barn at a cost of \$500, and the transfer of \$500 from the Special Cattle Revolving Fund to take care of this expense.

RESIGNATIONS

Resignations

1. Resignation of Rosemary Lipkovitz as stenographer in the Extension Office, effective May 31, 1944, to accept a position with the Oldsmobile Company.
2. Resignation of Evelyn Slater as stenographer in Landscape Architecture, effective June 30, 1944. Miss Slater has enlisted in the Marine Corps Women's Reserve.
3. Resignation of Mrs. Margaret Davies as stenographer in Alumni Relations, effective June 15, 1944.
4. Resignation of Martha Fleischauer as half-time stenographer in Animal Pathology, effective May 31, 1944.
5. Resignation of G. R. Heath as Assistant to the Dean of Men and Assistant Professor of Physics, effective August 31, 1944. Mr. Heath will enter the Dental School at the University of Michigan.
6. Report that Gertrude E. Miles, who was appointed at the May Board meeting as Assistant Reference Librarian, did not accept the position.
7. Resignation of Walter B. Bradley as District 4-H Club Agent in Iosco, Arenac, and Ogemaw Counties, effective May 31, 1944.
8. Resignation of Patty Jean Sibley as 4-H Club Agent in Gogebic County, effective June 30, 1944. Miss Sibley has enlisted in the WAVES.

RESIGNATIONS, continued

Resignations

9. Resignation of Leona Fisher as Home Demonstration Agent in Missaukee, Kalkaska, and Roscommon Counties, effective June 15, 1944. Miss Fisher is resigning because of poor health.
10. Resignation of E. B. Swingle as Assistant Extension Editor, effective July 15, 1944. Mr. Swingle has accepted a position with Carl Byeir and Associates of New York City.
11. Resignation of Berwyn M. Robinson as Instructor in Chemistry, effective August 31, 1944. Mr. Robinson has accepted a Civil Service position with the Army Engineers, and it is recommended that his resignation be accepted without prejudice toward reemployment.
12. Resignation of R. M. Warren as Assistant Professor of Chemistry, effective August 31, 1944. Mr. Warren has accepted a position with the American Can Company.
13. Resignation of C. W. Carlson as Instructor in Chemistry, effective August 31, 1944. Mr. Carlson has accepted a position as Assistant Professor of Chemistry at Rutgers University.
14. Resignation of Ruth Daum as Instructor in Foods and Nutrition, effective August 31, 1944. Miss Daum has accepted a position at Marietta College.
15. Resignation of Mrs. Patricia Ann Krushak as Assistant in Institution Administration, effective August 31, 1944. Mrs. Krushak will leave with her husband.
16. Resignation of Merle Ford as Professor and Head of the Department of Textiles, Clothing and Related Arts, effective August 31, 1944.
17. Resignation of John N. Moore as Instructor in Mathematics, effective May 31, 1944. Mr. Moore has been called into Military Service. He was employed on a temporary basis to teach in the Army program.

LEAVES

Leaves

1. Leave of absence without pay for George Radimersky, Instructor in Foreign Languages, for the period from October 1, 1944 to June 30, 1945. Mr. Radimersky will study for his doctor's degree at the University of North Carolina.
2. Leave of absence without pay for two months for Ralph L. Guile, Assistant Professor of Chemistry effective July 1, 1944. Mr. Guile will do research work in the plastic laboratories of the General Electric Company during July and August.
3. Leave of absence through June 30, 1945, for Albert H. Gower, Assistant Professor of Chemical Engineering, effective August 1, 1944. Mr. Gower has accepted a position with the Connecticut Hard Rubber Company in New Haven.
4. Leave of absence without pay through June 30, 1945, for Wilbur L. Mitchell, Assistant Professor of Mathematics, effective August 1, 1944. Mr. Mitchell will accept a position with the Bell Aircraft Company.
5. Leave of absence for military service through June 30, 1945, for Benjamin Westrate, District 4-H Club Agent in Tuscola and Huron Counties, effective June 15, 1944. Mr. Westrate has been commissioned in the Navy.

APPOINTMENTS

Appointments

1. Appointment of Mrs. Betty Chamberlain as stenographer in Farm Management at a salary of \$1680 per year, effective June 12, 1944, and paid half from Extension and half from College funds. Mrs. Chamberlain will replace Jean Sussex who has resigned.
2. Appointment of Revella Cook as stenographer in the Extension Office at a salary of \$1320 per year, effective June 5, 1944, and paid from Extension funds. Miss Cook will replace Rosemary Lipkovitz who has resigned.
3. Transfer of Marguerite Grabow from stenographer in Farm Crops at a salary of \$1440 (paid half from Experiment Station and half from College funds) to secretary to the Dean of the Basic College at a salary of \$1800 per year, effective July 1, 1944.
4. Appointment of Helen Larsen as half-time stenographer in Hotel Administration at a salary of \$660 per year, effective June 1, 1944. Miss Larsen will replace Mrs. Shirley Thompson who has resigned.
5. Appointment of Gwenneth Brown as stenographer in Animal Pathology at a salary of \$1320 per year, effective June 1, 1944, and paid from the Abortion Test fund. Mrs. Brown will replace Mrs. Martha Fleischauer who has resigned.
6. Appointment of Jessie Flake as Assistant Reference Librarian at a salary of \$1800 per year, effective August 1, 1944. Miss Flake will replace Gertrude Miles.
7. Appointment of Charles R. Ode as Assistant in Farm Crops at a salary of \$2100 per year, effective June 1, 1944, and paid from Michigan Crop Improvement Association funds. This appointment is for one year only.

APPOINTMENTS, continued

Appointments

8. Appointment of Walter U. Garstka as Research Associate in Soil Science, effective July 1, 1944, but without salary. Mr. Garstka is located at the College in the Office of the United States Soil Conservation Service.
9. Appointment of James E. Moulton as Research Assistant in Horticulture at a salary of \$2400 per year, effective for the period from July 1 to December 31, 1944, and paid from Purnell funds. Dr. Moulton will replace Frances Birk.
10. Appointment of Herbert A. Berg as Assistant Director of Extension at a salary of \$4300 per year, effective July 1, 1944, to replace Roy Decker. Mr. Berg is now an Extension Associate in Farm Management at a salary of \$4100.
11. Appointment of Mary Muller as Home Demonstration Agent in Menominee County at a salary of \$2100 per year, effective August 1, 1944. Miss Muller will replace Emily Parker who has been transferred.
12. Appointment of Claude M. Elmore as District Club Agent in Tuscola and Huron Counties at a salary of \$2400 per year, effective June 15, 1944. Mr. Elmore will replace Ben Westrate who has been commissioned in the Navy.
13. Appointment of Alfred G. Hakola as District Club Agent in Ogemaw, Iosco, and Arenac Counties at a salary of \$2400 per year, effective July 1, 1944. Mr. Hakola will replace Walter Bradley who has resigned.
14. Appointment of Margaret A. Ohlson as Professor and Head of the Department of Foods and Nutrition at a salary of \$5000 per year, effective September 1, 1944. Dr. Ohlson will replace Dr. Thelma Porter who has resigned.
15. Change in status of Miss Evelyn Zwemer from Assistant Professor and Research Assistant in Home Management and Child Development to Assistant Professor of Home Management and Child Development at the same salary of \$2700 per year, effective September 1, 1944, and paid in full from College funds.
16. Reappointment of Miss Esther Everett as Instructor and Assistant in Research in Home Management and Child Development with a salary increase from \$2400 to \$2600 per year, effective for one year only beginning September 1, 1944. The salary is to be paid \$1200 from Purnell funds, \$700 from War Emergency Research funds, and \$700 from College funds; and the graduate assistantship War Time Research Project Fund #50 is to be discontinued.
17. Appointment of G. Elaine VanAken as Instructor in Mathematics at a salary of \$2300 per year, effective for one year only beginning July 1, 1944. Miss VanAken is teaching at the present time on a month to month basis.
18. Appointment of Robert Gibbey to teach two courses in Psychology during the summer quarter at a salary of \$160 per month for three months beginning July 1, 1944.
19. Continuation of Carl Hulen as Assistant in Animal Pathology at a salary of \$70 per month for the months of July and August 1944.
20. Appointment of Ross Brown as Assistant in Animal Pathology at a salary of \$70 per month for the ten months beginning September 1, 1944, and paid from the Abortion Test fund. Mr. Brown will replace Carl Hulen.
21. Reappointment of Francis W. Gentry as Assistant in Animal Pathology at a salary of \$70 per month, effective for one year beginning July 1, 1944, and paid from the Abortion Test fund.
22. The following half-time graduate assistants are recommended for 1944-45:

Bacteriology	- Marjorie Hanes to replace Sylvia Laine
Foods and Nutrition	- Ruth Mary Nitchals to replace Edna Leffler (Paid from War Emergency Research funds)
	- Reappointment of Ruth Ingalls (Paid from Purnell funds)
Institution Administration	- Mrs. Margaret M. Childs to replace Elizabeth Gruginskis (paid from War Emergency Research funds)

TRAVEL

Travel

1. Full expenses for C. H. Jefferson to attend a meeting of Experiment Station representatives in Chicago on June 18 and 19. The meeting is called to discuss postwar housing problems, and expenses are to be paid from Extension funds.
2. An allowance of \$10 for Lola Belle Green to attend the National Home Economics Convention in Chicago on June 19-23.
3. An allowance of \$10 for Helen Noyes to attend the National Home Economics Convention in Chicago on June 19-24.

TRAVEL, continued

Travel

4. Full expenses for V. R. Gardner, W. L. Mallmann, and Arthur Howland to attend a conference in Chicago on June 20 and 21. This conference is being called to consider projects relating to the regional poultry marketing projects in the northcentral states, and expenses are to be paid from funds of the Station Director's office.
5. Hotel expenses for Irma Gross to attend a meeting being called in Chicago on June 18 and 19. The meeting is for the purpose of discussing a research program of the Bureau of Housing.
6. Full expenses for Dean Marie Dye to attend the meeting of the committee on Post War Agricultural Policy of the Land-Grant College Association in Janesville, Wisconsin, on June 14-18; and the meeting of the Executive Board of the American Home Economics Association in Chicago on June 18 and 19.
7. Necessary expenses for E. B. Harper to be the official delegate from the College at the meeting of the officials of the National Association of Schools of Social Administration in Washington, D. C., on June 21. Dr. Harper will be either in New York or in Washington on this date, and the expenses will be minor.
8. First-class railway fare and pullman for Dr. T. H. Osgood to attend a meeting of the American Association of Physics Teachers in Cincinnati on June 22 and 23; and a similar meeting in Rochester, New York, on June 24 and 25.
9. First-class railroad fare only for one member of the staff of the Department of Electrical Engineering to attend the Annual Summer Technical Meeting of the American Institute of Electrical Engineers in St. Louis, Missouri, on June 26-30.
10. Full expenses for B. D. Kuhn to cooperate with the Soil Conservation Service in making a study of Soil Conservation Districts in Iowa and Barron County, Wisconsin, about July 5, with expenses paid from Extension funds.
11. Full expenses for J. M. Moore and O. E. Shear to attend the International Baby Chick Convention in Chicago on July 24 to 28, and paid from Extension funds.
12. Full expenses for C. R. Megee, Cornelia A. Tones, and Troy Stearns to attend the Rural Education Workshop and Conference at the University of Chicago from August 21 to September 9. The College will be reimbursed in the amount of \$150 by the Rural Education Project of the University of Chicago which will be used as a portion of this cost.

MISCELLANEOUSReport of
death of
students in
war

1. Report of the deaths of the following former students in the war:

Fred Niffenegger, Jr., Class of 1940, a Captain in the Army Air Forces, was killed in an airplane accident in England on July 8, 1943. He was enrolled as a junior in Business Administration during the fall and winter terms of 1938-39, having entered from Elk Rapids, Michigan.

William Clair DeCou, Class of 1945, a staff sergeant in the Army Air Forces, was killed in a bomber crash in Riverside County, California, on March 3. He was enrolled in the Engineering Division during 1941-42, having entered from Hastings, Michigan.

Hugh E. Mosher, Class of 1938, Captain in the Army Air Forces, was killed in action in the South Pacific area on May 19, 1944. He was graduated from the Applied Science Division on June 13, 1938, having entered from Lansing.

Clay U. Bullis, Class of 1940, Captain in the Army Air Forces, was killed in action in the North African area on March 24, 1944. He was graduated from the Applied Science Division on June 10, 1940, having entered from Portland, Michigan.

2. Continuation of the memorandum of understanding with the Midwest Soil Improvement Committee and acceptance of a grant of \$400 to be used in determining the response of corn grown on different soil types to applications of fertilizers of different compositions and applied at different rates and in different methods.
3. Acceptance of a grant of \$250 from the Stauffer Chemical Company of New York City to be used by the Department of Horticulture in a study of spray materials.
4. Reinstatement of Ray A. McGlaughlin as Electrician in Buildings and Grounds, effective March 13, 1944. Mr. McGlaughlin has been on military leave since April 10, 1941, and has received a medical discharge.
5. Temporary transfer of C. E. Russell to assist with the Emergency Farm Labor work and to be paid from Emergency Farm Labor funds at his present salary of \$3720 per year, effective for the period from June 15 to August 15, 1944.
6. Recommendation that Miss Marion Wharton, Assistant in Research in Foods and Nutrition, be placed on a half-time basis at half salary, or \$1200, for the period from September 1, 1944, to June 30, 1945. Miss Wharton will carry advanced study.

Cont.agree.
Midwest Soil
Improvement
Com.Accept.\$250
Stauffer
Chem. Co.Reinstatement
R.A. McGlaugh
lin.Temp. trans.
C. E. RussellMarion Wharton
placed on
half time
Sept. 1, 1944
to June 30,
1945.

MISCELLANEOUS, continued

Love
Hays
Dibble
Gaston
Peck
assigned to
Emergency
Farm Labor
work.

7. Recommendation that effective July 1, 1944, and for the period that the following people are assigned to Emergency Farm Labor work that their salaries be increased as listed:

A. B. Love, State Supervisor, \$4000-\$4300
J. G. Hays, Asst. Supervisor, Housing and Transportation, \$3800-\$4000
C. B. Dibble, Asst. in Charge, Victory Farm Volunteers, \$3300-\$3500
H. P. Gaston, Asst. in Charge, Southwestern District, \$3800-\$4000
Ruth Peck, Asst. in Charge, Women's Land Army, \$3400- no change

Ruth Sanders
to receive
\$60 per mo.
& H. Redman
\$10.00 from
Cen.Brucella

8. Recommendation that Ruth Evelyn Sanders receive \$60 per month and Harold Redman \$10 per month from the Central Brucella fund, effective July 1, 1944. These amounts have been paid from the Social Security Agency fund which is to be discontinued after June 30.

9. Report of additional pay to salaried employees for work in the College Auditorium during the month of May:

Additional
pay to sal-
aried em-
ployees dur-
ing month
of May.

Eleanor Bryan	\$ 5.00	Mary Hileman	\$ 5.00	Kermit Smith	\$ 5.00
Warren Burt	17.00	Gerald Knapp	12.00	Norma Taschner	5.00
L. E. Chapman	14.00	J. M. Kutt	23.00	Robert Troxell	5.00
L. Cudworth	5.00	George Mitchiner	17.00	Neal Whitehead	8.00
Helen Evans	5.00	George Sawdy	14.00	Rodney Whiting	17.00
Eleanor Gilmore	2.00	Dorothy Scott	11.00	Elmer Wilcox	9.00
		Vernon Severance	17.00		

10. Report of additional pay to salaried employees for services during the month of May;

Margaret Childs	\$ 5.55	Leo Klever	\$97.50	Denzil Treber	\$ 4.73
Martha Fleishauer	5.00	John R. Park	15.00	C. A. Miller	72.00 ESMWT
Elizabeth Gruginskis	8.10	J. K. Richards	86.50	C. H. Pesterfield	75.00 "
Christina Gunn	28.75	B. M. Robinson	55.00	J. A. Strelzoff	225.00 "
Robert Herron	144.00			H. L. Womochel	52.50 "

Change in
title Paul
Dressel to
Chairman of
Board of Exam-
iners & Direc-
tor of Coun-
selling.

11. Change in title of Paul L. Dressel from Assistant Professor of Mathematics to Chairman of Board of Examiners and Director of Counselling, effective July 1, 1944. Dr. Dressel will be responsible to the Dean of Students.

12. The following recommendations are made for department heads in the new Basic College, to be effective July 1, 1944:

Appointment
department
heads in new
Basic College.

	<u>Present Title</u>	<u>Proposed Title</u>
Paul Bagwell	Associate Professor and Acting Head of the Department of Speech at \$4200	Professor and Head of the Department of Written and Spoken English in the Basic College and Acting Head of the Department of Speech in the School of Science and Arts at a salary of \$4500.
Harry H. Kimber	Professor of History and Acting Director of the Social Sciences in the School of Science and Arts at \$5000	Professor and Head of the Department of Origin and Development of Civilization in the Basic College and Acting Director of the Social Sciences in the School of Science and Arts at \$5000.
W. R. Fee	Professor and Acting Head of the Department of History and Political Science at \$4800.	Professor and Head of the Department of Social Science in the Basic College and Acting Head of the Department of History and Political Science in the School of Science and Arts at \$5000.
Ben Euwema	Acting Director of Division of Language and Literature, Professor and Acting Head of the English Department at \$5000	Professor and Head of the Department of Literature and Fine Arts in the Basic College, and title to remain the same in the School of Science and Arts, at \$5000.
Chester A. Lawson	Assistant Professor of Zoology at \$3000	Professor and Head of the Department of Biological Science in the Basic College at a salary of \$4500.

The Departments of Physical Science and Effective Living are not as yet settled.

Payment
\$20 to Dr.
Bodfish for
dental work
Jack Young.

13. Bill for \$20 from Dr. Bodfish for dental work for Jack Young, a high school boy who was injured while working in the Cleaning Division.

MISCELLANEOUS, continued

14. Recommendation that the leases on cooperative houses be renewed on the terms indicated:

Benson House 321 M. A. C. Avenue	- 3 years	\$1000 per year
Ewing House 307 Abbot Road	- 3 years	900 per year
Robinson House 123 Albert	- 3 years	1000 per year
Rochdale House 406 M. A. C. Avenue	- 1 year	800 per year
Sanford House 437 Abbot Road	- 3 years	1200 per year

Leases on
cooperative
houses
approved.

15. Approval of a lease covering the leasing of pasture land at the Russ Farm for a period of five months beginning May 1, 1944, at \$150.00.

Approval
lease for
pasture land
Russ Farm

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve all of the foregoing items.

Adm. officials
to work out
schedule of
costs for
use of ath-
letic fields
by outside
organizations.

16. Discussion with the Board of the matter of making a charge for the use of athletic fields and facilities for events where admission is charged by outside organizations.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to authorize the administrative officials to work out a schedule of costs and put them into effect with the understanding that any costs involved be paid in advance by the organizations using the facilities.

ADDITIONAL ITEMSResignations, Leaves and Appointments

Resignations

1. Resignation of Gloria Bishop as stenographer in Foreign Languages, effective June 15, 1944. She will accept a position with Remington Rand.
2. Resignation of Mrs. Alice Claire Salter as clerk in Mimeograph, effective as of April 30, 1944.
3. Because of the lessened load on the Health Service, the service employment of the following nurses are being terminated as of the dates listed:

Elzada Winterle, effective June 30, 1944
Mary Hornung, effective August 15, 1944
Doris Taylor, effective August 15, 1944
4. Resignation of Mrs. Pauline Stephenson as general duty nurse at the Health Service, effective June 23, 1944. Mrs. Stephenson is leaving because of her inability to find a satisfactory person to care for her infant child.
5. Resignation of Edmund E. Visger as Assistant Professor of Anatomy, effective June 30, 1944.
6. Leave of absence without pay for Moiree Compere, Instructor in Speech and Dramatics, for the months of July and August 1944. Mrs. Compere will be on the faculty of the University of Chautauqua of New York during this period.
7. Leave of absence without pay for one year for Frank Mannheim, Professor of Music, effective September 1, 1944. Mr. Mannheim will improve his piano technique during his leave.
8. Transfer of Mrs. Agnes Sheehan from stenographer in Education to Secretary to the Dean of the School of Business and Public Service and a salary increase from \$1500 to \$1800 per year, effective July 1, 1944.
9. Appointment of Donna Andrews as stenographer in the Alumni Relations Office at a salary of \$1320 per year, effective June 16, 1944. Miss Andrews will replace Margaret Davies who has resigned.
10. Appointment of Dr. and Mrs. L. J. Luker as Resident Adviser and Social Hostess for Mason Hall, effective July 1, 1944. This arrangement provides quarters and maintenance for Dr. and Mrs. Luker, and a salary of \$1200 for Mrs. Luker.
11. Transfer of Lyle Abel from County Agent in Mackinac and Luce Counties to County Agricultural Agent in Chippewa County and a salary increase from \$2200 to \$2600 per year, effective July 1, 1944. Mr. Abel will replace D. L. McMillan.
12. Transfer of Mary Frances Bannan from Extension Specialist in Music to Assistant Professor of Music at the same salary of \$3000 per year, effective July 1, 1944.

Leaves

Transfer
of Mrs.
Sheehan

Appointments

ADDITIONAL ITEMS, continuedResignations, Leaves and Appointments (continued)

13. Appointment of Marjorie Hanes as industrial fellow in Bacteriology at a salary of \$70 per month from June 15 to September 15, 1944, and paid from the Wallace and Tiernan Fund No. 435R.

Travel

1. Full expenses for S. E. Crowe to go to Chicago on June 13 in order to confer with Dean A. J. Brumbaugh relative to the activities of the Office of Dean of Students.
2. Full expenses for Orion Ulrey and Don Stark to attend a meeting of representatives of the Northcentral Stations engaged in livestock marketing, in Chicago on June 13 and paid from Purnell funds.
3. Mileage on one car for members of the staff of the Department of Agricultural Engineering to attend the annual meeting of the American Society of Agricultural Engineers in Milwaukee on June 19-22.
4. Full expenses for H. C. Rather to make trips to various institutions to interview prospective department heads for the Basic College--University of Chicago, Princeton, etc.

Miscellaneous

1. Report of the death of O. C. Carr on June 4, 1944. Mr. Carr was employed in the Power Plant and was retired on July 1, 1943.
2. The Retirement Committee recommends that D. L. McMillan, County Agricultural Agent in Chippewa County, be retired effective July 31, 1944, on account of ill health, at a pension of \$826.00 per year. Mr. McMillan has been employed by the College since December 1, 1917.
3. The following salary adjustments for clerks and stenographers are recommended by the various deans and administrative officials to whom they are responsible. In many cases salaries are in excess of the policy recently adopted by the Board but seem to be necessary to retain the services of the individuals involved. These increases are to be effective July 1, 1944:

<u>Name</u>	<u>Department</u>	<u>Present Salary</u>	<u>Proposed Salary</u>
Lucille Marvin	Agricultural Chemistry	\$1500	\$1620
Ruth Baas	Publications	1380	1500
Ruth Gray	Soil Science	1320	1380
Barbara Dickout	Horticulture	1440	1680
Frances Hein	Registrar's Office	1320	1500
Elaine Converse	Accounting	1320	1440
Verna Gauthier	Accounting	1320	1440
Betty Gill	Accounting	1500	1800
Helen Greene	Accounting	1440	1800
Marjorie Hipley	Accounting	1320	1500
Mildred Jeffers	Accounting	1500	1680
Patricia Palmer	Accounting	1320	1440
Oleda Rose	Accounting	1320	1500
Christine Stine	Accounting	1440	1800
Patricia Molby	Accounting	1440	1620
Blanche Wagner	Accounting	1560	1800
Lillian Humby	Stores	1440	1560
Ruby Prether	Stores	1440	1560
Madeline (Kain)Pease	Stores	1440	1560

4. Recommendation from Chief Rogers that the salary rate for college police officers be increased from \$2200 to \$2400 per year, effective July 1, 1944. The Officers involved are N. A. Eklund, Clare Kaiser, H. M. Love, Howard Simcox.
5. Increase in salary for Charles Covell, police officer, from \$2400 to \$2600 per year, effective July 1, 1944.
6. A new memorandum of agreement with the Department of Conservation replacing the present one. Under the present agreement the Conservation Department contributes \$3000 per year and the College \$3000 per year to the salary and expenses for Mr. Paul Barrett. The Conservation Department has been furnishing its \$3000, but they point out that the College has not been contributing its full amount. Under the new agreement it is proposed by the Conservation Department that they advance their \$3000 with the understanding that they be given credit for the next year for whatever part of the \$3000 is not matched by the College's contribution. It is also proposed by the Conservation Department that Mr. Barrett's salary be increased from \$3900 to \$4200 per year, effective July 1, 1944.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve items 1 through 6.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

7. Recommendation from Mr. Wilkins that the Hunt sub-division in Ann Arbor be left with the Ann Arbor Trust Company for disposition with the hope that not less than \$20,000 may be realized from the Hunt endowment. It is recommended that Lots 17, 18, 29, 30 and 31 be sold to Leigh H. Thomas for \$2500.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve the recommendation that the Hunt sub-division be left with the Ann Arbor Trust Company for disposition and that the five lots be sold to Mr. Leigh H. Thomas.

8. The Ann Arbor Trust Company recommends the following disposition of investments:

Sale of all municipal bonds at par value in the amount of \$20,000.00 for a sum of \$21,829.22; the receipts from the sale of these bonds in the amount of \$21,800 to be invested in Series G 2½% 12-year bonds of the new issue.

That 202 shares Parke, Davis and Company capital stock, standing in the name of "The State Board of Agriculture, a Constitutional Corporation of East Lansing, Michigan", be sold at the market and further, that John A. Hannah, President and C. O. Wilkins, Treasurer, be authorized to execute stock powers in connection with the sale hereby authorized.

There is \$25 in the Lawson Fund that could be invested, and it is recommended that this be put into an E bond which costs \$18.75.

9. The agreement with the Ann Arbor Trust Company expires on July 1, 1944. It is recommended by Mr. Wilkins that their services be continued for the next fiscal year.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve items 8 and 9.

10. The Army Air Forces will vacate Mason-Abbot dormitories on July 1. The Dormitory Committee has recommended the moving of the soldiers now quartered in Wells Hall to Abbot Hall, the opening of Mason Hall to civilian men, and the conversion of Wells Hall to a women's dormitory. The present contract with the Army for the use of Wells Hall calls for a much smaller payment for quarters than is required to take care of the debt charges on Abbot Hall. It is suggested that Wells Hall be included with all other dormitories as one operating unit, and the income over expenditures be used toward the debt charges on the other dormitories with the understanding that the dormitories be operated so that they may contribute as much as possible toward the required debt payments.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the above item with the understanding that payments required to cover the debt charges on the dormitories are to be made from revenues if possible and if the revenues should be inadequate from some other source.

11. Consideration of the tentative budget for 1944-45 as presented.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve the 1944-45 budget as presented.

It was pointed out that it has been customary for the Board to hold only one meeting during the summer and after some discussion it was decided to hold the next meeting on the call of the President whenever it seems to be necessary or desirable.

SUPPLEMENTARY PRESIDENT'S REPORT

1. Resignation of C. B. Dibble as Extension Assistant in Entomology, effective July 15, 1944. Mr. Dibble has accepted a position with the Dominion Life Insurance Company of Lansing.
2. Resignation of J. H. Enns as Assistant Professor of Physics, effective August 31, 1944. Dr. Enns has accepted a position at the University of Michigan.
3. Leave of absence without pay for Tierra K. Koski, Instructor in Physical Education for Men, for the period from September 1, 1944 to June 30, 1945. Mr. Koski will teach in a high school. He is to be considered as a permanent member of the College staff.
4. Leave of absence without pay for P. J. Schaible, Research Professor of Agricultural Chemistry for one year beginning July 1, 1944. Dr. Schaible will serve as Head of the Feed Specialties Division in the Feed Management Branch of the Food Production Administration.
5. Full expenses for L. H. Geil to attend the Extension Editors Conference at Kansas State College on June 27-29, paid from Extension funds.
6. First-class railway fare only for C. F. Cairy to attend the annual meeting of the American Veterinary Medical Association in Chicago on August 22-24.
7. Acceptance of a gift of five books on flowers and plants from the library of Allen B. Morse, and a map of the campus drawn in 1923. These are presented by Mr. Morse's daughters, Mrs. G. L. Yates and Mrs. E. M. Davis.

Hunt Sub-division in A.A. left with A.A. Trust Co. for disposition.

Municipal bonds to be sold and receipts to be invested in Series G 2½% 12-yr. bonds. 202 shares Parke-Davis to be sold. \$25 Lawson fund invested in bond. Ann Arbor Trust Co. to handle investments thru next fiscal yr.

Recom. re: operations of men's dorms for next yr.

1944-45 budget approved.

Resignations

Leaves

Travel

Acceptance gift of 5 books on flowers & plants.

SUPPLEMENTARY PRESIDENT'S REPORT, continued

8. Approval of the following list of people to serve half-time as counsellors to new students:

People to
serve as
counsellors
to new stu-
dents.

One half of
salaries to
be charged
to Office of
Dean of
Students.

Laura Heminger, English
Mrs. LaDore Irland, History
B. T. Ostenson, Zoology
J. W. Sheedy, Mathematics
Karl Dressel, Forestry
C. P. Halligan, Landscape Arch.
C. C. Sigerfoos, Mech. Engr.
Lois S. Hays, Home Economics
Ruth M. Clayton, Home Economics

Jeanette Lee, Home Economics
D. F. Sheehan, English
E. M. Banzet, Sociology
W. F. Morofsky, Entomology
H. R. Pettigrove, Farm Crops
L. A. Smith, Civil Engineering
E. D. Devereux, Bacteriology
H. C. Barnett, Foreign Languages

One-half of the salaries of all of these people will be charged to the Office of the Dean of Students and one-half to the departments of which they are members. The various department heads and deans will have control of one-half of their time for teaching, and the Dean of Students will have control of one-half of their time for counselling service. This arrangement is to be effective July 1, 1944.

The meeting adjourned at 11:30 A.M.

John A. Honnab
President

Karl H. McDonald
Secretary

There was no meeting of the State Board of
the State Board of Agriculture
during July 1944
