

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE OF THE
STATE BOARD OF AGRICULTURE
June 15, 1956

The meeting of the Finance Committee was held at Kellogg Center starting with breakfast at 7:00 a.m. The following members were present:

Messrs. Baker, Brody, Mueller, Smith; President Hannah, Treasurer May and Secretary McDonel

Absent: Messrs. Akers, Rouse; Dr. Taylor

1. On motion of Mr. Baker, seconded by Dr. Smith, it was voted to approve the following recommendation from Scudder, Stevens, and Clark and Mr. Cress:

Consolidated Investment Fund

Investment
recommendation

| <u>Amount</u> | <u>Security</u> | <u>Approx. Price</u> | <u>Principal</u> | <u>Income</u> | <u>Yield</u> |
|---|--|--------------------------|------------------|---------------|--------------|
| For the June Stock Purchase Program of about \$6,000 recommend selling to the Pension and Retirement Fund for cash: | | | | | |
| \$6,000 | U. S. Savings Bonds Series "G" 2 $\frac{1}{2}$ s 5-1-56 | 97.50 | \$5,874 | \$150 | 2.5% |
| Plus Cash* | | | | | |
| and purchasing: | | | | | |
| 150 | Shs Monsanto Chemical \$1.00 | 42 | \$6,300 | \$150 | 2.4% |

*If sufficient cash not available, we suggest drawing against \$10,000 U. S. Savings Bonds Series "G" 2 $\frac{1}{2}$ s, 2-1-58, to the extent needed.

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

That due to increased labor rates the Board authorize an increase of \$10 per term in the rate for board and room in the residence halls effective for the fall quarter 1956. This will increase the term rate from \$230 per term to \$240 per term, or the annual rate from \$690 to \$720 per year.

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

- a. The budget for the year July 1, 1956, through June 30, 1957, is presented for approval in the following amounts:

| | |
|---------------------------------------|--------------|
| University General | \$23,846,060 |
| Agricultural Experiment Station | 1,883,777 |
| Cooperative Extension Service | 3,208,025 |
| Michigan Marketing | 400,000 |
| Hope-Flannagan | 1,188,112 |
| Food Technology | 200,000 |
| Highway Traffic Safety Center | 300,000 |
| Labor and Industrial Relations Center | 175,000 |
| Intercollegiate Athletics | 839,600 |

\$32,040,574

The detailed budget will be distributed as soon as it can be completed and will be finally approved at the next Board meeting.

- b. The new budget will include salary changes as per list on file and the Board is requested to authorize these salary changes to become effective July 1, 1956, except where otherwise noted.

4. On motion of Mr. Mueller, seconded by Dr. Smith, it was voted to designate the First National Bank of East Lansing as a depository for University funds in limited amounts at the discretion of the Comptroller.

Adjourned.

Approval of
budget
recommendations.

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
June 15, 1956

Present: Messrs. Brody, Chairman; Akers, Baker, Mueller, Smith; President Hannah, Treasurer May and Secretary McDonel

Absent: Mr. Rouse; Dr. Taylor

SPECIAL MISCELLANEOUS

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

Approval of
Finance
Committee
Report

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

2. Recommendation from Mr. Foster, Mr. May, and Mr. McDonel that the Board authorize refurbishing of Mary Mayo Dormitory at a total cost not to exceed \$40,000 charged to the Brody Dormitory Group loan. It is also recommended that the Board authorize structural changes and re-furnishing of Snyder-Phillips Dormitories that are being converted from men's dormitories to women's dormitories at a total cost not to exceed \$290,000 of which \$205,000 is to be charged to the balance of the Brody Dormitory Group loan that was arranged for this purpose, and the balance of \$85,000 to current earnings of the Snyder-Phillips Dormitories.

Mary-Mayo and
Snyder-Phillips
dorms to be
refurbished

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

3. Mr. Foster appeared before the Board and discussed the immediate and long-range problems of providing adequate housing for students and staff. He recommended:

Additional
Married Hous-
ing approved.

- a. That in addition to the 500 units ^{of Married Student Housing} for which we are taking bids in the near future in accordance with the previous Board authorization we proceed to plan to begin construction of an additional 824 units to be available for the fall of 1958 and 500 additional units per year thereafter.

On motion of Mr. Baker, seconded by Mr. Brody, it was voted to approve the above recommendation and to authorize the retaining of Manson and Carver to serve as architect for the 824 units.

- b. That we begin now to plan for 1,000 additional dormitory spaces to be completed and available for use by fall of 1958.

Additional
dormitory
housing
approved

On motion of Mr. Brody, seconded by Mr. Baker, it was voted to approve this recommendation and to authorize the assignment of the architectural work on this project to Lewis Sarvis, Architect.

- c. That consideration be given to the possibility of planning apartment type housing to serve as cooperative living units for women students.

Study to be
made of co-
operative
type living
units.

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to authorize a study of this project with a further report to be made to the next Board meeting.

4. Mr. Donald Ross of O. J. Munson, Architects, met with the Board to discuss the plans for the second addition to the football stadium.

Approval of
second addi-
tion to
Stadium.

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to authorize the completion of the plans and specifications of the second addition to the stadium in accordance with the plans described by Mr. Ross with the understanding that bids are to be taken to be available for consideration at the next Board meeting.

PRESIDENT'S REPORT

1. Appointment of Melvin Clarence Buschman as Regional Director of Continuing Education at a salary of \$8700 per year on a 12-month basis, effective July 1, 1956.
2. Accepted a grant of \$600 from The General Motors Corporation of Detroit to establish the General Motors Scholarship in Metallurgical Engineering. Candidates will be students enrolled in the metallurgical engineering curriculum, and the recipient shall be chosen by the College of Engineering.
3. Transfer of the secretarial position held by Mrs. Lulu S. Schroeder in the classified list, effective July 1, 1956.
4. Reclassification of a Clerk-Stenographer I position to a Secretary-Executive position in the Office of the Dean of Agriculture, effective July 1, 1956.
5. Establishment of a Clerk-Stenographer I position in Buildings and Utilities, effective June 1, 1956.

Appointment
Melvin C.
Buschman

Grant \$600
General
Motors Corp.

Sec. position
L. Schroeder
trans. to
classified list

Cl-I pos. re-
class. to Sec-
Exec. pos.

Cl-St I pos.
established
B & U

NEW BUSINESS

Resignations and Terminations

Resignations

1. Cancellation of appointment of Suzanne E. Sturgis, 4-H Club Agent, Berrien County effective June 18, 1956.

NEW BUSINESS, continuedResignations and Terminations, continued

2. Vivian E. Rae, Home Demonstration Agent, Manistee and Mason Counties, effective June 30, 1956.
3. Marjorie E. Nidelcheff, Home Demonstration Agent, Jackson County, effective July 31, 1956.
4. Donald C. Miller, Assistant Professor (Extension) of Poultry Husbandry, effective July 31, 1956.
5. Finley Carpenter, Instructor in Board of Examiners, effective August 31, 1956.
6. Richard E. Shannon, Instructor in Economics, effective August 31, 1956.
7. Leighton H. Johnson, Associate Professor of Teacher Education, effective August 31, 1956.
8. George W. Swenson, Jr., Associate Professor, Electrical Engineering, effective August 31, 1956.
9. Edward F. Vidro, Instructor in Electrical Engineering effective August 31, 1956.
10. Herbert Rubenstein, Assistant Professor of Foreign Languages, effective December 31, 1956.
11. John R. Moak, Manager of Snyder-Phillips Hall, effective July 31, 1956.
12. E. Lynette Trimble, Secretary to the Administrative Assistant in charge of Public Relations, effective June 30, 1956.

Leaves - Sabbatical

1. Floyd W. Hicks, District Horticulture and Poultry Agent, Upper Peninsula, Extension Service, with full pay from September 22, 1956 to March 21, 1957, to work on masters degree at Michigan State University.
2. Luella M. Nault, Home Demonstration Agent in Muskegon County, with one-half pay from September 16, 1956 to September 15, 1957, to work on masters degree at the University of Minnesota.
3. Robert C. Kramer, Professor of Agricultural Economics, with one-half pay from August 16, 1956 to August 15, 1957 for study and research.
4. Lawrence A. Johnson, Assistant Professor (Extension) of Dairy, with one-half pay from September 1, 1956 to August 31, 1957 to study for Ph.D. at the University of Wisconsin.
5. Emanuel Hackel, Assistant Professor of Natural Science with one-half pay from September 1, 1956 to August 31, 1957 for research at Lister Institute.
6. Bernard I. Duffey, Associate Professor of English, with full pay from July 1, 1956, to December 31, 1956, for research and write a book.

Leaves - Military (Extensions)

1. Donald C. Harmer, 4-H Club Agent, Extension Service, without pay from July 1, 1956, to June 30, 1957.
2. Charles R. Kapnick, 4-H Club Agent, Extension Service, without pay from July 1, 1956 to June 30, 1957.
3. Waldo F. Keller, Instructor in Surgery and Medicine, without pay, from July 1, 1956 to June 30, 1957.
4. Walter Boyd, Labor I (Agriculture) Soil Science, without pay from July 1, 1956 to June 30, 1957.
5. Robert M. Farr, Food Service Helper I Union, without pay from July 1, 1956 to June 30, 1957.
6. Robert L. Stahl, Food Service Helper II Union, without pay from July 1, 1956 to June 30, 1957.
7. James H. Steele, Labor I, Grounds, without pay from July 1, 1956 to June 30, 1957.
8. Walter J. Thompson, Cook III, Shaw Hall, without pay from July 1, 1956 to June 30, 1957.
9. James F. Weller, Custodian I, Brody Hall, without pay from July 1, 1956 to June 30, 1957.
10. Donald Wolverton, Labor I, Buildings and Utilities, without pay from July 1, 1956 to June 30, 1957.

Leaves - Other

1. Ray H. Peffers, 4-H Club Agent, Lenawee County, with full pay from July 16, 1956, to August 3, 1956 to complete masters degree at Michigan State University.
2. Edward F. Schlutt, 4-H Club Agent, Barry County, with full pay from July 1, 1956 to December 31, 1956, for study at the University of Wisconsin.
3. Bernice M. LaFreniere, Home Demonstration Agent, Macomb County, with full pay from July 30, 1956, to August 18, 1956 to attend workshop at Ohio State University.
4. Ina Redman, Home Demonstration Agent, Berrien County, with full pay from July 30, 1956, to August 18, 1956 to attend workshop at Ohio State University.

NEW BUSINESS, continuedLeaves, Other, continued

5. George M. Trout, Professor of Dairy, with full pay from September 6, 1956, to October 5, 1956, to attend the World's Dairy Congress in Rome.
6. Peter I. Tack, Professor and Head of Fisheries and Wildlife and Zoology, with full pay from July 1, 1956, to August 31, 1956, for travel and study in the United States and Canada.
7. Esther M. Smith, Assistant Professor of Anatomy, with full pay from July 16, 1956 to August 13, 1956, for study at the University of Colorado.

Leaves

Appointments

1. Harriet Marie Lundberg, Consumer Marketing Information Agent, Muskegon County, at a salary of \$5500 per year on a 12-month basis effective July 1, 1956.
2. W. Maxine Harris, 4-H Club Agent, Macomb County, at a salary of \$4300 per year on a 12-month basis effective June 1, 1956.
3. Fred Jay Peabody, Assistant Agricultural Agent, Ionia County, at a salary of \$5800 per year on a 12-month basis, effective July 1, 1956.
4. Donald Daniel Juchartz, Horticulture Agent in Wayne County, at a salary of \$5400 per year on a 12-month basis, effective July 1, 1956.
5. Jacob A. Tuuk, Marketing Advisor in Horticulture at a salary of \$7800 per year on a 12-month basis from July 1, 1956 to June 30, 1957.
6. Richard S. Lindstrom, Assistant Professor of Horticulture, at a salary of \$5800 per year on a 12-month basis, effective July 1, 1956.
7. Ralph A. Peters, Instructor in Natural Science, at a salary of \$4800 per year on a 10-month basis effective September 1, 1956.
8. Lincoln Coles Pettit, Assistant Professor of Natural Science at a salary of \$5500 per year on a 10-month basis effective September 1, 1956.
9. Eugene P. Dvorin, Instructor in Political Science, at a salary of \$5000 per year on a 10-month basis effective from September 1, 1956 to August 31, 1957.
10. Shirley Sidney Ulmer, Instructor in Political Science, at a salary of \$4600 per year on a 10-month basis effective from September 1, 1956 to August 31, 1957.
11. Gardner Monroe Jones, Assistant Professor of Accounting, at a salary of \$6400 per year on a 10-month basis, effective September 1, 1956.
12. Agnes David, Instructor in Speech, at a salary of \$4600 per year on a 10-month basis effective September 1, 1956 to August 31, 1957.
13. Frank T. Lewis, Instructor in Speech, at a salary of \$4600 per year on a 10-month basis, effective from September 1, 1956 to August 31, 1957.
14. Dorothy June Skriletz, Instructor in Speech, at a salary of \$4600 per year on a 10-month basis, effective September 1, 1956.
15. Emily Farnum, Instructor in Speech, at a salary of \$5500 per year on a 10-month basis, effective September 1, 1956.
16. Huber W. Ellingsworth, Instructor in Speech, at a salary of \$5500 per year on a 10-month basis effective September 1, 1956.
17. James W. Costar, Instructor in Administrative and Educational Services, at a salary of \$6600 per year on a 12-month basis, effective September 1, 1956.
18. Edwin M. Boyne, Visiting Professor in Administrative and Educational Services, at a salary of \$4000 for the period from October 1, 1956 to June 30, 1957.
19. Clare Walker, Research Coordinator in Teacher Education, at a salary of \$6350 per year on a 10-month basis from September 1, 1956 to June 30, 1957.
20. Paul N. Clem, Instructor in Teacher Education, at a salary of \$6200 per year on a 10-month basis effective September 1, 1956.
21. William J. Walsh, Jr., Assistant Professor of Teacher Education, at a salary of \$6400 per year on a 10-month basis effective September 1, 1956.
22. Eileen Holmes Bell, Instructor in Vocational Education at a salary of \$2100 for the period from October 1, 1956 to June 30, 1957.
23. Samuel L. DeLeeuw, Instructor in Applied Mechanics, at a salary of \$2000 for the period from October 1, 1956 to June 30, 1957.
24. Frank DeRose, Jr., Instructor in Civil Engineering, at a salary of \$5000 per year on a 10-month basis from September 1, 1956 to August 31, 1957.
25. Karl L. Schulze, Instructor (Research) in Civil and Sanitary Engineering, at a salary of \$6000 per year from June 1, 1956 to June 30, 1957.

Appointments

NEW BUSINESS, continuedAppointments, continued

Appointments

26. William Chester Holm, Instructor in Electrical Engineering, at a salary of \$2200 per year on a 10-month basis from September 1, 1956 to August 31, 1957.
27. Lyle Chester Wilcox, Instructor in Electrical Engineering, at a salary of \$2000 per year on a 10-month basis from September 1, 1956 to August 31, 1957.
28. Stephen G. Stevens, Instructor in Mechanical Engineering, at a salary of \$5200 per year on a 10-month basis, effective September 1, 1956.
29. Edwin Warren Miller, Instructor in Mechanical Engineering, Engineering Drawing Section, at a salary of \$4300 per year on a 10-month basis from September 1, 1956 to August 31, 1957.
30. John A. Overhouse, Instructor in Mechanical Engineering, Engineering Drawing Section, at a salary of \$4560 per year on a 10-month basis, September 1, 1956 to August 31, 1957.
31. Pauline Rusk Beveridge, Instructor in Textiles, Clothing and Related Arts, at a salary of \$4800 per year on a 10-month basis effective September 1, 1956.
32. George W. Gillett, Assistant Professor of Botany and Plant Pathology, at a salary of \$5500 per year on a 10-month basis, effective September 1, 1956.
33. Henry A. Imshaug, Assistant Professor of Botany and Plant Pathology and Assistant Curator at a salary of \$5200 per year on a 10-month basis effective September 1, 1956.
34. Helen E. Penhale, Associate Professor of Nursing Education at a salary of \$7500 per year on a 12-month basis effective September 1, 1956.
35. Gerald F. King, Assistant Professor of Psychology and Highway Traffic Safety Center, at a salary of \$7400 per year on a 12-month basis, effective September 1, 1956.
36. Thomas D. Malewitz, Instructor in Anatomy, at a salary of \$5000 per year on a 10-month basis effective September 1, 1956.
37. Marilyn-June Blawie, Assistant News Editor in Information Services, at a salary of \$5200 per year on a 12-month basis effective July 1, 1956.
38. John Henderson, Instructor in Continuing Education at a salary of \$533.33 per month from June 5, 1956 to August 31, 1956.
39. George M. Gentry, Instructor in the Counseling Center, at a salary of \$625 for the period from July 1, 1956 to August 31, 1956.
40. Horace M. Gray, Professor of Economics, at a salary of \$1500 for the summer school period from June 26, 1956 to August 3, 1956.
41. Frederick W. Morrissey, Lecturer in Economics, at a salary of \$1275 for the summer school period from June 26, 1956 to August 3, 1956.
42. Edward W. Kivela, Lecturer in Police Administration and Public Safety, at a salary of \$200 for the summer school period from July 30, 1956 to August 24, 1956.
43. Roger H. Marz, Lecturer in Political Science, at a salary of \$1125 for the summer school period from June 26, 1956 to August 24, 1956.
44. Henrietta A. Loughran, Lecturer in Nursing Education, at a salary of \$1000 for the summer school period from July 23, 1956 to August 10, 1956.
45. Elizabeth K. Porter, Lecturer in Nursing Education, at a salary of \$500 for the summer school period from July 16, 1956 to July 21, 1956.
46. P. Gopinathan Nair, Instructor in Microbiology and Public Health, at a salary of \$1125 for the summer school period from July 1, 1956 to September 30, 1956.

Transfers

Transfers

1. Transfer of Karl C. Festerling from 4-H Club Agent in Charlevoix and Emmet Counties to 4-H Club agent in Emmet County at the same salary effective July 1, 1956.
and Leelanau
2. Andrew L. Olson from 4-H Club Agent, Grand Traverse County/ to 4-H Club Agent in Grand Traverse County at a salary of \$6200 per year effective July 1, 1956.
3. Jack C. Ferver from 4-H Club Agent in Kalamazoo County to Associate Dist. Supervisor for UP at a salary of \$7500 per year effective July 1, 1956.
4. Wayne B. Siefert, Horticultural Agent in Monroe County to Horticultural Agent at Large at the same salary effective June 1, 1956.
5. Adeline E. Snyder, Home Demonstration Agent at Large to Home Demonstration Agent in Ingham County at the same salary effective July 1, 1956.

NEW BUSINESS, continuedTransfers, continued

6. Emma J. Reinbold from Home Demonstration Agent in Emmet and Charlevoix Counties to Home Demonstration Agent in Emmet County at the same salary effective July 1, 1956.
7. Edna R. Deo, from Home Demonstration Agent in Grand Traverse and Leelanau Counties to Home Demonstration Agent in Grand Traverse County at the same salary effective July 1, 1956.
8. Kathryn H. Gardner from Manager Gilchrist Hall to Manager Snyder-Phillips Hall at a salary of \$6200 per year effective July 1, 1956.
9. Grace Masuda from Manager of Yakeley Hall to Manager of Yakeley-Gilchrist at a salary of \$6000 per year effective July 1, 1956.

Transfers

Miscellaneous

1. Title change for Mrs. Evelyn Drake from Director of Food Service at the Kellogg Center and Associate Professor of Institution Administration to Director of Food Service at the Kellogg Center and Associate Professor in the School of Hotel, Restaurant, and Institutional Management, effective July 1, 1956, paid one-third from University General and two-thirds from Kellogg Center funds.
2. Change Ward J. McDowell, Associate Professor of General Business, from a 12-month to a 10-month basis with a salary change from \$8300 to \$7000 per year effective July 1, 1956.
3. Designation of Norton E. Long, Professor of Political Science, as Acting Head of Political Science at a salary of \$825 for the 9-week summer school, June 26 to August 24, 1956.
4. Recommendation that Lyle Maxwell, Head of Business Education and Secretarial Studies, be placed on a 12-month basis effective September 1, 1956, rather than July 1, 1956, as previously approved. He is to be paid at the rate of \$7600 per year from July 1 to August 31, 1956, and his salary will be increased to \$9000 per year, effective September 1, 1956.
5. Change William V. Hicks, Professor of Teacher Education, from a 10-month basis to a 12-month basis, at a salary of \$10,150 per year, effective September 1, 1956.
6. Payment of \$1800 to Donald J. Montgomery, Professor of Physics and Astronomy for work during the summer of 1956, paid from Atomic Energy Commission funds, account 71-2306.
7. Change C. W. Titkemeyer, Assistant Professor of Anatomy, from a 10-month basis to a 12-month basis and a salary increase from \$6650 to \$7000 per year, effective September 1, 1956.
8. Promote Paul Krone from Associate Professor to Professor of Horticulture and increase in salary from \$10,500 to \$11,000 per year, effective July 1, 1956.
9. Promote Joseph W. Thompson from Instructor to Assistant Professor of General Business, effective September 1, 1956.
10. Promote William Lazer from Instructor to Assistant Professor of General Business effective September 1, 1956.
11. Promote Roland F. Salmonson from Instructor to Assistant Professor of Accounting, effective September 1, 1956.
12. Promote William R. Pasewark from Instructor to Assistant Professor of Business Education and Secretarial Studies, effective September 1, 1956.
13. Continuation of Forrest D. Freeland on assignment to Colombia to July 15, 1956.
14. Assignment of Carl F. Albrecht, Associate Professor of Agricultural Engineering, to the project in Palmira, Colombia, at a salary of \$9200 per year, effective for two years beginning July 1, 1956.
15. The following salary increases are recommended for staff members assigned to the project in Colombia, South America, to be effective July 1, 1956:

| | |
|-----------------------|-----------------------|
| Herbert R. Pettigrove | from \$8300 to \$8600 |
| Charles C. Sheppard | from \$8100 to \$8400 |
| Lewis E. Swanson | from \$8300 to \$8800 |
| Gerald I. Trant | from \$7000 to \$7300 |

16. Establishment of a Clerk-Typist position in Audio-Visual Aids, effective July 1, 1956.
17. Establishment of a Clerk-Typist position in the Personnel Office, effective July 1, 1956.

Gifts and Grants

1. Gift of a display board of progressive die stampings valued at \$100 from the Chevrolet Division of General Motors Corporation of Flint to be used in Mechanical Engineering as an illustration for sheet metal processing.
2. Approval of a memorandum of agreement with the Tee-Pak Foundation of Chicago covering a grant of \$1300 to be used under the direction of A. J. Panshin in Forest Products to establish a fellowship for the study of thin packaging film and its effectiveness for various uses.

Title change
Evelyn DrakeW.J. McDowell
changed to
10-month
basisNorton Long
designated
Act. Hd Pol
SciLyle Maxwell
Head Bus Ed.
Sec. StudiesW.V. Hicks
changed to
12-mo basis\$1800 paid
D.J. Montgomery
summer '56C.W. Titkemeyer
changed to
12-mo basisP. Krone pro.
to Prof. & inc
salaryJ.W. Thompson
promoted to
Asst. Prof.Wm. Lazer pro.
to Asst. Prof.

Also R.F. Salmonson

Also Wm. Pasewark

F. Freeland
cont. in ColombiaC.F. Albrecht
assigned to
Palmira, Col.Approval of
salary inc.
for staff members
assigned to project in
Colombia, S.A.Cl-Typist
app. for Audio
Visual AidsCl-Typist
app. PersonnelGifts and
Grants

NEW BUSINESS, continuedGifts and
GrantsGifts and Grants, continued

3. Gift of a display board of progressive die stampings valued at \$100 from the Chevrolet Division of General Motors Corporation of Flint to be used in Mechanical Engineering as an illustration for sheet metal processing.
4. Scholarship and loan fund grants as follows:
 - a. \$125 from Miss Edith Dilley of Grand Canyon, Arizona, to establish the Marion Lowe Hemans Loan Fund for needy students.
 - b. \$200 from the Wayne County Home Demonstration Council of Northville to continue the Emma Duboard scholarship.
 - c. \$50 from the Kalamazoo Accountants Association. This is in lieu of an honorarium to C. C. Killingsworth for his service as a speaker before the Association.
 - d. \$304 from the Union Carbide and Carbon Corporation of New York City to continue the scholarship in Electrical Engineering.
 - e. \$100 from the American Association of University Women of East Lansing to continue the AAUW Scholarship for deserving women students.
5. Grants as follows to be used under the direction of A. G. Kettunen in 4-H Clubs as a contribution toward the expenses for five Michigan delegates to participate in the 1956 International Farm Youth Exchange program:
 - a. \$100 from the Flint Farmers Club of Flint
 - b. \$2702.33 from the Womens National Farm and Garden Association of Detroit
 - c. \$100 from the Kalamazoo City Farmers of Kalamazoo
 - d. \$500 from the National 4-H Club Foundation of America, Inc., of Silver Springs, Maryland.
 - e. \$450 from J. Elliott Colling of Midland
6. Grant of \$600 from the Federal Cartridge Corporation of St. Paul, Minnesota, to be used under the direction of A. G. Kettunen in 4-H Clubs as a contribution toward the expense of operation of Camp Shaw at Chatham.
7. Approval of a memorandum of agreement with the Michigan Milk Producers Association of Detroit covering a grant of \$5000 to be used under the direction of L. L. Boger, Glen Taggart and Glynn McBride in Agricultural Economics and Sociology to determine attitudes of and knowledge toward the organization of the Michigan Milk Producers Association by its membership.
8. Renewal of a memorandum of agreement with the Niagara Chemical Division of the Food Machinery and Chemical Division of Middleport, New York, covering a grant of \$1200 to be used under the direction of A. E. Mitchell and H. B. Tukey in Horticulture to study the use of fungicides on sour cherry and apple trees.
9. Renewal of a memorandum of agreement with the Southeastern Michigan Florists Club of Belleville, Michigan, covering a grant of \$250 to be used under the direction of P. R. Krone and R. P. Scheffer in Horticulture and Botany in research on root diseases of greenhouse plants. The agreement provides for a special graduate research assistant.
10. Renewal of a memorandum of agreement with the Michigan Forestry and Park Association of East Lansing covering a grant of \$100 to be used under the direction of Arthur Wilcox in Land and Water Conservation to support the cooperative program for research and printing of technical literature in the park management field.
11. Approval of a memorandum of agreement with the Michigan Department of Conservation of Lansing covering a grant of \$1500 to be used under the direction of D. J. Luck in the Bureau of Business Research to finance a survey of users of Michigan State Parks in the summer of 1956.
12. Approval of a memorandum of agreement with the Carbide and Carbon Chemicals Company of New York City covering a grant of \$400 to be used under the direction of Donald deZeeuw and Richard Kiesling in Botany in seed and soil treatment research including testing and basic research.
13. Approval of a memorandum of agreement with the Pittsburgh Plate Glass Company of Moorestown, New Jersey, covering a grant of \$300 to be used under the direction of R. H. Fulton in Botany and Plant Pathology in strawberry disease research.
14. Approval of a memorandum of agreement with the American Cyanamid Company of New York City covering a grant of \$500 to be used under the direction of Gordon Guyer in Entomology in fly control research.
15. Grant of \$2179 from the Monsanto Chemical Company of St. Louis, Missouri, to be used to support a fellowship for an outstanding student in Chemistry, preferably in his last year of the doctorate program.
16. Renewal of a memorandum of agreement with Chas. Pfizer & Company, Inc., of Brooklyn, New York, covering a grant of \$1500 to be used under the direction of M. L. Gray in Animal Pathology to evaluate the efficacy of Terramycin in the treatment of listeriosis and other infectious diseases.
17. Renewal of a memorandum of agreement with the Biological Warfare Laboratories of Fort Detrick, Maryland, covering a grant of \$16,650 to be used under the direction of W. N. Mack in Microbiology in the development of a biological active sub-micron method for testing filtration efficiencies of gas masks and canisters. The agreement provides for a special graduate research assistant.

MISCELLANEOUS, continuedGifts and Grants continued

18. Grant of \$2500 from the Allstate Foundation of Chicago to be used in the Continuing Education Service for scholarships for participants in the driver education teacher training program.
19. Grant of \$10 from the General Electric Company of New York City to be credited to the Roll Call Fund. This is a matched gift from the General Electric Educational and Charitable Fund.

Gifts and
GrantsReport to Board Members

1. Additional payments to salaried employees as per list on file.

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

Report to
Board mem-
bers.ADDITIONAL ITEMSResignations

1. James H. Luther, 4-H Club Agt. Manistee, Mason and half of Lake Counties, June 30, 1956.
2. W. J. King, Instructor in Natural Science, August 31, 1956.
3. Fremont A. Shull, Instructor in General Business, August 31, 1956.
4. James P. Murphy, Instructor in Journalism, August 31, 1956.
5. Amy Jean Holmblade, Assistant Professor of Vocational Education, August 31, 1956.
6. Harold E. Sponberg, Assistant Director of Continuing Education, August 15, 1956.
7. Cancellation of appointment of Marten S. Estey, Assistant Professor of Economics and Labor and Industrial Relations Center, September 1, 1956.

Resignations

Leaves - Sabbatical

1. Lauren H. Brown, Professor (Ext.) of Agricultural Economics with full pay from August 20, 1956 to September 30, 1956.
2. David Loshak, Instructor in Art with half pay from January 1, 1957 to December 31, 1957 to complete a book in Great Britain.

Leaves

Leaves - Military

1. Extension of leave for James L. Hall, Assistant Professor of Chemistry without pay from July 1, 1956 to August 31, 1956.

Leaves - Other

1. Clayton C. Ingerson, Assistant Agricultural Agent for Lenawee County with full pay from July 16, 1956 to August 3, 1956 to study at MSU.
2. Bernard Loft, Assistant Professor of Continuing Education without pay from September 1, 1956 to August 31, 1957 to complete his Ph.D. at Indiana University.

Appointments

1. Flora Armour Koetsier, 4-H Club Agent, Berrien County, at a salary of \$4600 per year on a 12-month basis effective July 1, 1956.
2. Frances G. Baker, Home Demonstration Agent, Mason County at a salary of \$5200 per year on a 12-month basis effective August 1, 1956.
3. Robert J. Deans, Assistant Professor of Animal Husbandry at a salary of \$7000 per year on a 12-month basis, effective September 1, 1956.
4. Forrest Dean Freeland, Assistant Professor of Forestry at a salary of \$6700 per year on a 12-month basis, effective July 16, 1956.
5. Joseph L. Saupe, Instructor, Board of Examiners at a salary of \$5900 per year on a 12-month basis, effective September 1, 1956.
6. Arvo E. Juola, Assistant Professor, Board of Examiners at a salary of \$6650 per year on a 12-month basis effective August 1, 1956.
7. Marilyn M. Culpepper, Instructor in Communication Skills, at a salary of \$5000 per year on a 12-month basis from September 1, 1956 to August 31, 1957.
8. Myron S. Miller, Assistant Professor, Improvement Services at a salary of \$5400 per year on a 10-month basis effective September 1, 1956.
9. Sheldon Cherney, Assistant Professor of Communication Skills at a salary of \$6700 per year on a 12-month basis effective September 1, 1956.
10. Robert L. Smith, Assistant Professor of Communication Skills at a salary of \$5500 per year on a 12-month basis, effective September 1, 1956.

Appointments

ADDITIONAL ITEMS, continuedAppointments, continued

Appointments

11. David L. Shull, Instructor in Natural Science at a salary of \$4800 per year on a 10-month basis effective September 1, 1956.
12. Richard McCleery, Instructor in Political Science at a salary of \$4600 per year on a 10-month basis effective September 1, 1956 to August 31, 1957.
13. Dick A. Leabo, Assistant Professor and Assistant Director of the Bureau of Business Research at a salary of \$7500 per year on a 12-month basis, effective September 1, 1956.
14. Ruth M. Van Der Jagt, Instructor in Business Education and Secretarial Studies at a salary of \$4235 on a 10-month basis effective September 1, 1956 to August 31, 1957.
15. Floyd A. Feusse, Instructor in Business Education and Secretarial Studies at a salary of \$4700 per year on a 10-month basis effective September 1, 1956.
16. Robert W. Dvorsky, Assistant Professor of General Business and Continuing Education at a salary of \$6000 per year on a 10-month basis effective September 1, 1956.
17. Eugene J. Kelby, Assistant Professor of General Business at a salary of \$7100 per year on a 10-month basis, effective February 1, 1957.
18. Richard E. Ball, Associate Professor of General Business at a salary of \$7500 per year on a 10-month basis effective September 1, 1956.
19. E. L. Marietta, Assistant Professor of General Business and Continuing Education at a salary of \$6800 per year on a 10-month basis effective September 1, 1956.
20. Owen S. Kern, Assistant Professor of General Business at a salary of \$6300 per year on a 10-month basis effective September 1, 1956.
21. Paul E. Smith, Assistant Professor of General Business and Continuing Education at a salary of \$8700 per year on a 12-month basis effective September 1, 1956.
22. Donald E. Truitt, Instructor in General Business at a salary of \$2000 for the period October 1, 1956 to June 30, 1957.
23. Harold Edward Fearon, Instructor in General Business at a salary of \$5200 per year on a 10-month basis effective September 1, 1956. 24. James J. Cavanaugh, Instructor in General Business at a salary of \$5200 per year on a 10-month basis, effective September 1, 1956.
24. Richard F. Gonzalez, Instructor in General Business at a salary of \$5600 per year on a 10-month basis effective September 1, 1956.
25. Howard S. Kushmar, Instructor in General Business at a salary of \$2300 for the period October 1, 1956 to June 30, 1957.
26. James J. Cavanaugh, Instructor in General Business at a salary of \$5200 per year on a 10-month basis, effective September 1, 1956.
27. Russel H. Moore, Lecturer in General Business at a salary of \$4200 per year on a 10-month basis effective September 1, 1956 to August 31, 1957.
28. Leo J. Merten, Lecturer in General Business at a salary of \$6200 per year on a 10-month basis effective September 1, 1956 to August 31, 1957.
29. John L. O'Donnell, Assistant Professor of General Business at a salary of \$6500 per year on a 10-month basis effective September 1, 1956.
30. Charles Soltis, Assistant Professor of General Business at a salary of \$6000 per year on a 10-month basis effective September 1, 1956.
31. David G. Moore, Professor of General Business at a salary of \$11,500 per year on a 10-month basis effective September 1, 1956.
32. Don Francisco, Lecturer in Journalism at a salary of \$500 for the period October 1, 1956 to June 30, 1957.
33. William Haight, Instructor in Journalism at a salary of \$6500 per year on a 10-month basis effective September 1, 1956 to August 31, 1957.
34. Esther B. Waite, Instructor in Speech, at a salary of \$4200 per year effective September 1, 1956 to August 31, 1957.
35. Horace J. Shaw, Instructor in Speech at a salary of \$2300 per year on a 10-month basis from September 1, 1956 to August 31, 1957.
36. Calhoun Crofford Collier, Assistant Professor of Teacher Education at a salary of \$6550 per year on a 10-month basis effective September 1, 1956.
37. Lois Youngen, Instructor in Health, Physical Education and Recreation at a salary of \$4600 per year on a 10-month basis effective September 1, 1956.

ADDITIONAL ITEMS, continuedAppointments, continued

Appointments

38. Maxine Loeserman, Instructor in Health, Physical Education and Recreation at a salary of \$4900 per year on a 10-month basis effective September 1, 1956.
39. Tarik Ozker, Visiting Professor of Electrical Engineering at a salary of \$1 for the period July 1, 1956 to October 31, 1956.
40. Mahmoud Ahmad Melehy, Assistant Professor of Electrical Engineering at a salary of \$6500 per year on a 10-month basis effective September 1, 1956 to August 31, 1957.
41. Ruth C. Kettunen, Instructor in Home Management and Child Development at a salary of \$6100 per year on a 12-month basis effective July 1, 1956 to June 30, 1957.
42. Grace A. Miller, Instructor in Institution Administration at a salary of \$5400 per year on a 12-month basis effective September 1, 1956.
43. Harry A. Murakishi, Associate Professor (Res.) of Botany and Plant Pathology at a salary of \$8300 per year on a 12-month basis effective July 16, 1956.
44. Harrison R. Hunt, Professor of Zoology at a salary of \$1800 per year on a 12-month basis effective July 1, 1956 to June 30, 1957. This is in addition to his retirement salary.
45. Mary Chelf Jones, Instructor in Music at a salary of \$4600 per year on a 10-month basis effective September 1, 1956 to August 31, 1957.
46. Joseph L. Waldemeier, Instructor in English at a salary of \$4600 per year on a 10-month basis effective September 1, 1956 to August 31, 1957.
47. Tatjana Cizevska, Instructor in Foreign Languages at a salary of \$5000 per year on a 10-month basis, effective September 1, 1956 to August 31, 1957.
48. Joseph Ballam, Associate Professor of Physics and Astronomy at a salary of \$7800 per year on a 10-month basis effective September 1, 1956.
49. William L. Harkness, Assistant (Res.) in Statistics at a salary of \$320 per month from July 1, 1956 to August 31, 1956.
50. Elizabeth S. Williams, Assistant (Res.) in Statistics at a salary of \$320 per month from July 1, 1956 to August 31, 1956.
51. William H. Stanton, Instructor in History at a salary of \$5000 per year on a 10-month basis, effective September 1, 1956 to August 31, 1957.
52. Frank Restle, Instructor in Psychology at a salary of \$5000 per year on a 10-month basis, effective September 1, 1956 to August 31, 1957.
53. Beulah M. Hedahl, Instructor in Counseling Center at a salary of \$5400 per year on a 12-month basis effective September 1, 1956.
54. Irving M. Munn, Counselor in the Counseling Center at a salary of \$800 from July 9, 1956 to September 7, 1956.
55. Nadine C. Murphy, Secretary to the Administrative Assistant for Public Relations at a salary of \$4800 per year on a 12-month basis effective July 1, 1956.
56. James C. Totten, Assistant News Editor in Continuing Education and Information Services at a salary of \$5800 per year on a 12-month basis effective July 1, 1956.
57. Max S. Smith, Professor of Education and Assistant to the Vice President for Off Campus Education at a salary of \$12,000 per year on a 12-month basis effective July 1, 1956.
58. Gloria Cheek, Instructor (Res.) Labor and Industrial Relations Center at a salary of \$1125 for the period June 26, 1956 to August 24, 1956.
59. Einar Hardin, Instructor (Res.) Labor and Industrial Relations Center at a salary of \$850 for the period June 15, 1956 to August 31, 1956.
60. John Edward Jordan, Instructor in Foundations of Education at a salary of \$800 for the summer school period June 26, 1956 to August 3, 1956.

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve the foregoing Resignations, Leaves and Appointments.

61. J. Carl McMonagle, Professor in the Highway Traffic Safety Center, at a salary of \$13,500 per year on a 12-month basis, effective August 1, 1956. Mr. McMonagle is 53 years old but is to be included under the retirement and insurance program.

On Motion of Dr. Smith, seconded by Mr. Brody, it was voted to approve the appointment of Mr. McMonagle.

Transfer

Transfers

1. Arthur J. Steeby from County Agricultural Agent in Barry County to County Agricultural Agent at Large at the same salary effective July 1, 1956.

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

ADDITIONAL ITEMS, continued

Miscellaneous

Change in distribution salary funds for:

D.E. Wiant
I.J. Pflug
H.E. Kapphahn
R.S. Wheaton
B.A. Stout
Arthur Mauch
Geo. Motts
Jas. Tyson
L.S. Robertson
W.A. McCall

1. Change in distribution of salary funds for the following staff members, effective July 1, 1956:

Agricultural Engineering:

D. E. Wiant, Professor, to 40% University and 60% Experiment Station
I. J. Pflug, Associate Professor, to 25% University and 75% Experiment Station
H. E. Kapphahn, Assistant Professor, to 100% other funds (He is now paid from State Board of Control for Vocational Education and Rural Electrification Association funds.)
R. S. Wheaton, Instructor, to 30% University and 70% Experiment Station.
B. A. Stout, Instructor, to 80% University and 20% Experiment Station.

Agricultural Economics:

Arthur Mauch, Professor, to 15% University and 85% Extension.
George N. Motts, Assistant Professor, to 10% University and 90% Extension.

Soil Science:

James Tyson, Professor, to 34% University, 33% Experiment Station, and 33% Extension.
L. S. Robertson, Assistant Professor, to 25% University and 75% Experiment Station.
W. A. McCall, Assistant Professor, to 75% University and 25% Experiment Station.

2. Change in pay for Julian Kateley, Jr., Instructor (Research) in Engineering from half-time at \$200 per month to full-time at \$400 per month, effective from June 16 to September 15, 1956. He is to receive \$200 per month from September 16, 1956, to August 31, 1957.

3. Payments as follows to staff members for work in the Engineering Experiment Station from June 26 to August 24, 1956:

| | |
|---|--------|
| W. Dale Jones, Professor of Mechanical Engineering | \$1740 |
| H. E. Klenig, Associate Professor of Electrical Engineering | 1500 |
| R. M. Rotty, Associate Professor of Mechanical Engineering | 1500 |
| Samuel Mercer, Assistant Professor of Applied Mechanics | 1500 |
| J. T. McCall, Assistant Professor of Applied Mechanics | 1500 |
| T. H. Wu, Assistant Professor of Civil Engineering | 1275 |

4. Payment of an additional \$100 per month to Bennett T. Sandefur beginning April 1, 1956, for his services as Acting Head of Geology.

5. Payment of \$1650 to Leo Katz, Professor of Statistics, for work during the summer on the Office of Naval Research contract. This was previously approved at \$1500 for the summer, and this action will correct the former pay.

6. Payment of \$500 to Donald M. Johnson for his services as Acting Head of Psychology during the summer of 1956.

7. Payment of \$500 to L. S. Cooke, Assistant Professor of Social Science, for work from August 6, to September 7, 1956, in the Counseling Clinics.

8. Cancellation of action authorizing payment of \$1000 to Russell F. Fink, Assistant Professor of Social Science, for work during the summer in the Counseling Clinics.

9. Change in pay for John H. Tibbett, Counselor in the Counseling Center, from \$800 to \$500 for the period from June 25 to August 3, 1956.

10. Change Eugene Jacobson, Associate Professor of Psychology, from a temporary appointment to a regular appointment subject to tenure regulations, effective September 1, 1956.

11. Payments as follows to staff members for work during the summer for the Labor and Industrial Relations Center:

| | |
|---|--------|
| Eugene H. Jacobson, Associate Professor of Psychology, | \$1125 |
| Eugene Harrison, Instructor in Mechanical Engineering | 1125 |
| Eugene E. Jennings, Associate Professor of General Business | 1500 |

12. Payment of \$1275 to Arthur E. Warner, Assistant Professor of General Business, for work during the summer for the Highway Traffic Safety Center.

13. Promotion recommendations to be effective July 1, 1956 as follows:

William A. Bradley, to Associate Professor of Applied Mechanics
Samuel Mercer, Jr., to Associate Professor of Applied Mechanics
James J. Brennan, to Professor of Police Administration
James B. Hendry, to Assistant Professor of Economics
Pedro C. M. Teichert, to Assistant Professor of Economics

14. Continuation to June 30, 1956, of the arrangements with Gordon R. Schlubatis, Branch County Agricultural Agent, whereby he is paid at the rate of \$9000 per year with \$7800 paid to him by the United States Extension Service and \$1200 from the MSU Cooperative Extension Service. Mr. Schlubatis will return to full-time employment in Branch County on July 1, 1956.

Ch. pay Julian Kateley

Approval payments to staff members Eng. Exp. Station:

W. Dale Jones
H.E. Klenig
R.M. Rotty
Samuel Mercer
J.T. McCall
T.H. Wu

Extra \$100 mo paid Bennett Sandefur ef. April 1, 1956

\$1650 pd Leo Katz

\$500 D. M. Johnson

\$500 L. S. Cooke-Counseling Clinics

Cancel payment \$1000 Russell Fink

Ch. pay John Tibbett to \$500 s.s.

Ch. E. Jacobson to regular appt.

Approval of payments to staff members for work during ss. Labor & Indus. Rel. Center.

\$1275 pd Arthur Warner

Approval promotion recommendations

Wm. Bradley
Samuel Mercer
J.J. Brennan
James B. Hendry
Pedro C.M. Teichert

Cont. arrange. Gordon Schlubatis Branch Co.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

15. The Retirement Committee makes the following recommendations:

- a. Retirement of Anders Orbeck, Professor of English, at a salary of \$2327 per year, effective July 1, 1956. Dr. Orbeck was born February 11, 1891, and has been employed by the University since October 1, 1936.
- b. Retirement of the following persons who have not been included in the Retirement and Insurance Program, effective July 1, 1956, at the salaries indicated:
 - (1) Trixie Lindhout, Resident Adviser in Gilchrist Hall, at a salary of \$305 per year. She was born May 10, 1884, and has been an employee since September 1, 1941.
 - (2) Ethelyn Munshaw, Resident Adviser in West Landon Hall, at a salary of \$402 per year. She was born September 10, 1885, and has been an employee since September 22, 1940.
 - (3) George Lafferty, Custodian II, Union Building, at a salary of \$664 per year. He born January 29, 1878, and has been an employee since July 1, 1941.
 - (4) James Maher, Projectionist and Stage Hand, Buildings and Utilities, at a salary of \$1078 per year. He was born February 24, 1887, and has been an employee since October 9, 1940.
 - (5) Floyd Clay, Building Maintenance Supervisor II, Brody Dormitories, at a salary of \$902 per year. He was born January 7, 1887, and has been an employee since September 15, 1941.
- c. Retirement of Norris E. Grover, Chief Engineer for WKAR Radio, at a salary of \$2764 per year, effective July 1, 1956. He was born November 29, 1889, and has been an employee since February 1, 1928.

Retirements approved -
Anders Orbeck
Trixie Lindhout
E. Munshaw
Geo. Lafferty
J. Maher
Floyd Clay
Norris Grover

\$4000 for alterations Quonset 2

Conversion room 112 Olds Hall to offices

Approval of contracts for kitchen equipment for Health Center

16. Alterations in Quonset 2 for the Highway Traffic Safety Center at an estimated cost of \$4000 to be charged to Alterations and Improvements 1955-56.
17. Conversion of Room 112 in Olds Hall into four offices at an estimated cost of \$4060 to be charged to Alterations and Improvements 1955-56.
18. Bids for kitchen equipment for the addition to the Health Center have been received as follows:

| | Kitchen Equipment | Refrigerator Construction | Refrigeration Equipment |
|--------------------------|-------------------|---------------------------|-------------------------|
| Great Lakes Hotel Supply | \$51,900 | | |
| Ruslander & Sons, Inc. | 51,990 | \$16,757 | \$5,119 |
| Rhodes Equipment Co. | 54,296 | | |
| W. H. DeMattia | | | 4,653 |
| Chrysler & Koppin Co. | | 13,809 | |

It is recommended that the contracts be awarded, subject to approval by the Housing and Home Finance Agency, to Great Lakes Hotel Supply for kitchen equipment at a cost of \$51,900; To Chrysler & Koppin Company for refrigeration construction at a cost of \$13,809; and to W. H. DeMattia for refrigeration equipment at a cost of \$4,653.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the recommendations in Item 18.

Hanel-Vance contract for drainage work site of Museum Bldg.

19. Recommendation that the low bid of Hanel-Vance Construction Company in the amount of \$25,623.50 be accepted for concrete and drainage work at the site of the Museum Building, repair of the Red Cedar Dam, and miscellaneous walk repairs and additions. Bids were received as follows:

| | |
|------------------------------|-------------|
| Hanel-Vance Construction Co. | \$25,623.50 |
| Rudy Lange Construction Co. | 26,845.17 |
| Vandenburg Construction Co. | 33,153.00 |

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

Bids rejected on Controlled Atmosphere Storage Bldg. Horticulture.

20. The following bids were received for the Controlled Atmosphere Storage Building for Horticulture:

| | |
|-----------------------------|----------|
| Haussman Construction Co. | \$11,900 |
| Perron Construction Co. | 12,734 |
| Vandenburg Construction Co. | 15,029 |
| Bennett Construction Co. | 15,600 |

Since the bids were far in excess of funds available, it is recommended that all bids be rejected.

21. Bids were recently taken for an irrigation system for the University Golf Course. Five contractors accepted the plans, but only one bid was received. The non-bidders were contacted, and they indicated that they are not able to bid at this time. It is therefore recommended that the Board authorize the contract to the A. J. Miller Construction Company at a total bid price of \$43,868.

A.J. Miller awarded contract for irrigation system Univ. Golf Course.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the awarding of the above contract to the A. J. Miller Construction Company.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

22. The following bids were received for a Well House and equipment for Well No. 16:

| | |
|-------------------------------|-------------------------------|
| Vandenburg Construction Co. | \$14,273 (without electrical) |
| Haussman Construction Co. | 17,910 |
| Bennett Construction Co. | 19,987 |
| A. J. Miller Construction Co. | 22,984 |

It is necessary to reject the Vandenburg Construction Company bid since that Company did not follow specifications in making this bid. It is recommended that the bid of the Haussman Construction Company be accepted in the amount of \$17,910, and the cost charged to Utility Extension and Replacement.

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

23. In order to provide the sanitary and surface water sewer for the married apartments, it is necessary to cross under the two railroads and across the Ivanhoe Subdivision to University-owned property. It is necessary to cross one lot in this subdivision for which we have an option to purchase at \$2000 from the Musselman Realty Company. The property is owned by Katherine and Nettie Hume. It is requested that the Board authorize the purchase of this lot was recommended by Secretary McDonel.

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

24. The City of Lansing has approved taking the sewage from the Married Apartments which are to be erected on the Clever Farm into the Landel system which crosses the Hicks property which the University recently purchased. Ordinarily the City of Lansing would do all of the work which would be charged to the University. The City of Lansing is shy of manpower and has requested that the University do the work.

It is recommended that Mr. Fishbeck be hired as a consulting engineer to make plans and specifications for this proposed sewer at a fee of $3\frac{1}{2}\%$ of the actual costs.

On motion of Mr. Baker, seconded by Mr. Brody, it was voted to approve the appointment of Mr. Fishbeck in connection with the project above.

25. Bids will be taken in the near future covering the cost of connecting our new wells No. 15 and No. 16 to the University reservoir. It is estimated that the total cost will not exceed \$50,000. It is recommended that the Board authorize the awarding of a contract covering this work to the low bidder provided it is within the amount estimated so that work can begin promptly to increase our margin of safety in water supply.

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

26. It is recommended that Mr. Ralph Calder be given the responsibility for planning the addition to the Administration Building recently authorized by the Michigan legislature with the understanding that these plans are to be completed and ready to be made available for bids in January or February 1957.

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

27. Vice President Varner recommends that the Board authorize the construction of a multiple car area driving range for use in the work of the Highway Traffic Safety Center. It is estimated that the total cost will be \$35,120, to be charged to the budget of the Center.

28. Vice President Varner reported on the proposed Federal Animal Disease Research Center.

29. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed requirements for graduation at the end of spring quarter 1956. (List on file in Registrar's Office).

30. Recommendation for the establishment of the Department of General Communication Arts in the College of Communication Arts with Dean Gordon A. Sabine as Acting Head of the Department, effective July 1, 1956.

31. Recommendation that effective July 1, 1956:

- Departments of Forestry, Forest Products, Land and Water Conservation, and Fisheries and Wildlife will have the same status as all other departments in the College of Agriculture.
- The name of the Department of Land and Water Conservation will be changed to Department of Resource Development.
- The program, staff, and budget in Tourist and Resort Management will be transferred to the School of Hotel, Restaurant and Institutional Management in the College of Business and Public Service.
- The title of Paul Herbert will be changed from Professor and Director of the Division of Conservation to Professor of Conservation.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

32. It is suggested that the Board approve the following resolution:

"The State Board of Agriculture would like to commend the Alumni of Michigan State University for the establishment of the Alumni Distinguished Scholarship Awards of \$1000 per year to be awarded on a competitive basis to top-level high school graduates. By the establishing and financing of these awards, the Alumni not only will help students of great ability to gain the advantages of a university education, but they have also reiterated Michigan State University's great interest in students of superior intellectual ability."

Resolution
commending
Alumni of
MSU for
establishment
Alumni Dist.
Scholarship
Awards

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

33. Proposed policy governing pay for off-campus teaching:

Michigan State University has traditionally considered the entire State of Michigan as its campus. This philosophy carries with it the implicit responsibility for all members of the faculty and staff to participate willingly in a reasonable amount of off-campus educational activity. It is recognized, however, that in some phases of the University program there is not an adequate staff to provide continuing programs in off-campus areas of the state. It is further recognized that it would be unfair to expect faculty members to assume a full on-campus responsibility and, in addition to this, carry any substantial and continuous work load in the off-campus program without added remuneration.

Approval of
policy for
pay for
off-campus
teaching.

The deans and department heads are encouraged to make internal arrangements in terms of on-campus work loads in every case possible to allow regular faculty people to participate in off-campus programs without necessitating payment of extra compensation. It is recognized that there will be some cases where this is not possible and where it will be desirable to provide such added compensation to members of the faculty assigned off-campus responsibilities in addition to normal work loads. In view of this, the following policy for additional payment for off-campus program participation is approved, effective July 1, 1956:

In those cases when it is not possible to make internal arrangements to adjust for off-campus teaching responsibilities and when in the judgment of the President it is desirable to provide added compensation for such off-campus teaching responsibilities, the following schedule of payment shall prevail:

- a. Off-campus credit and non-credit courses, and evening college courses (based on a regular 3-credit course meeting 11 times, or 33 hours of classroom contact):

| <u>Place of Instruction</u> | <u>Inst. and Asst. Prof.</u> | <u>Assoc. Prof. & Professor</u> |
|-----------------------------|------------------------------|-------------------------------------|
| Resident to 25 miles | \$300 | \$360 |
| 25 miles to 100 miles | 360 | 420 |
| Over 100 miles | 420 | 480 |

- b. Members of the faculty who participate in programs conducted off the campus shall be subject to the established policy governing expenses for meals, lodging, and travel. This practice of providing an energy increment payment is hereby discontinued.

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to approve the above policy governing pay for off-campus teaching.

34. Communication from Professor Lyon expressing appreciation to the Board for his retirement and for the diploma of merit.

Gifts and Grants

Gifts and
Grants

1. Grants as follows to be used for scholarship purposes;

- \$350 from the Asher House Fund, Inc. of Detroit to continue the Asher House Foundation grants for spring term 1956.
- \$400 from Pick Hotels Corporation of Chicago to be awarded to a hotel management student on the basis of excellence of work, extra-curricular activities, financial requirements, personality, and general attitude of the student.
- \$350 from The Presser Foundation of Philadelphia to continue the scholarship in Music. Preference is given to those who expect to become teachers of music.

2. Grant of \$200 from the Gallowhur Chemical Corporation of Ossining, New York, to be used under the direction of Donald Cation in Botany to study the effectiveness for apple scab control of Lot 55 Puratized Mercury Spray.

3. Approval of a memorandum of agreement with the Carbide Carbon and Chemicals Company of New York City covering a grant of \$500 to be used under the direction of Gordon Guyer and Ray Hutson in Entomology to study fly control on dairy animals, evaluation of space sprays in loose housing, and residual spraying.

4. Approval of a memorandum of agreement with Parke, Davis and Company, Inc. of Detroit covering a grant of Chloromycetin as needed by H. R. Hunt and Sam Rosen in Zoology in studies of dental caries.

June 15, 1956

ADDITIONAL ITEMS, continuedMiscellaneous, continuedGifts and
Grants

5. Grants as follows from the Research Corporation of New York City:
 - a. \$1970 for work under the direction of James C. Sternberg in Chemistry to continue research on photochemical thresholds in polyatomic molecules.
 - b. \$2100.77 for work under the direction of Harold Hart in Chemistry to study the mechanism of ether cleavage.
6. Grant of \$30 from the Spartan Alumnae Club of Ingham County to be used for the purchase of a floor-type fan for the Brides Room of the Alumni Memorial Chapel.

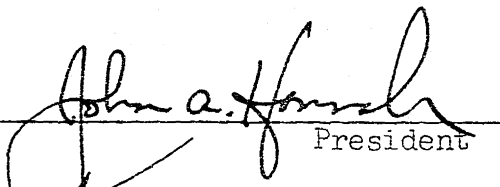
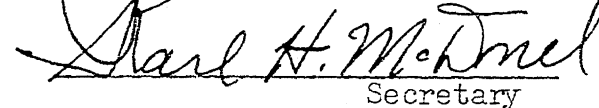
Report for
Board membersReports for Board members

1. Additional payments to salaried employees (as per list on file).

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve all the Additional Items not already acted upon.

The meeting adjourned at 12:15 p.m.

The next meeting will be held August 10, 1956 - Finance Committee at 10 a.m. and Board Meeting at 2 p.m.


President

Secretary