

Finance Committee Meeting Minutes, continued

10. (continued)

Total payments to Ann Arbor Trust Company (forwarded) \$41,968.75

Reimbursable Expense

The Security Bank Note Company

Printing of bonds \$ 3,229.59

Miller, Canfield, Paddock and Stone

Supporting Legal Opinion 4,250.00

\$ 7,479.59

Total

\$49,448.34

Adjourned.

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
June 17, 1955

Present: Mr. Brody, Chairman; Messrs. Akers. Mueider, Rouse, Smith; Miss Jones; President Hannah, Treasurer May and Secretary McDonel

Absent: Dr. Taylor

The meeting was called to order at 9:30 a.m.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

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

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

2. Mr. May presented the tentative budget for 1955-56.

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve the budget for fiscal year 1955-56 as follows:INCOME

	<u>1954-55</u>	<u>1955-56</u>	<u>Change</u>
Student Fees	\$ 3,277,500	\$ 3,754,100	\$ 476,600
State Appropriation			
General Operations	13,729,700	15,190,000	1,460,300
Social Security		328,266	328,266
Land-Grant Interest	74,000	74,000	---
Federal - Morrill-Nelson	133,560	133,560	---
Departmental Sales and Service	440,000	440,000	
Vocational Education	125,000	125,000	
	<u>\$17,779,760</u>	<u>\$20,044,926</u>	<u>\$2,265,166</u>

EXPENDITURES

	<u>1954-55</u>	<u>1955-56</u>	<u>Change</u>
Salaries	\$11,075,402	\$12,213,248	\$1,137,846
Labor	1,945,565	2,156,605	211,040
Supplies	3,929,953	4,462,317	532,364
Equipment	828,840	884,490	55,650
Social Security	--	328,266	328,266
	<u>\$17,779,760</u>	<u>\$20,044,926</u>	<u>\$2,265,166</u>

3. Presentation of proposed new pay scales for classified employees and others paid on labor payrolls are submitted as follows:

- Increase from 4 cents per hour for employees earning \$1.12 per hour or less to 12 cents per hour for a few employees in the higher skilled classifications.
- In the classified service, clerical personnel receiving \$310 per month or less will receive an increase of \$10 per month. Increases for employees receiving over \$310 per month will range from \$15 to \$25 per month.

Approval of tentative budget for 1955-56

Approval Proposed pay scales for classified employees

continued - -

SPECIAL MISCELLANEOUS, continued

3. Continued:

- c. In establishing this new pay scale, it will be necessary to raise maximums of all classifications by the amount of the proposed increases.
- d. In addition to the standard increase, it is proposed that the maximum for the Clerk-Stenographer I, Clerk-Stenographer II, Secretary-Departmental I and Secretary-Executive classifications be raised an additional \$10 per month. This extra increase in the maximum of the classification would not be paid at this time, but it would improve our competitive position in hiring employees for these positions by making it possible for the employee to earn a higher salary eventually.
- e. The new pay schedule should become effective for dormitory employees on June 25, 1955, and for all other labor employees on June 27, 1955. These are the dates of the pay periods beginning nearest July 1.

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

Student fees
to be inc.
by \$8 per
term effective
Sept. 1 '55

- 4. Mr. Calder and Dr. Menzies met with the Board to discuss the tentative plans for the addition to the Health Service. In view of the fact that this building will cost substantially more than originally estimated, it is recommended that the increase in student fees voted by the January Board meeting be increased from \$5 per term to \$8 per term for those students entitled to use the Health Service.

On motion of Mr. Mueller, seconded by Mr. Rouse, it was voted to approve the following new fee schedule: effective September 1, 1955:

Credits	Other than Veterinary	Veterinary
1 - 5	\$15.00	\$33.00
6 - 10	41.00	76.00
Over 10	68.00	133.00
Summer Session only 11-14	55.00	

The out-of-state fee remains unchanged at \$75 per term for full time students.

The Board was pleased with the sketches as explained by Mr. Calder and Dr. Menzies and agreed that the architect should proceed to prepare plans and specifications to be offered for bids so that this building can be under contract as soon as possible.

Dorm rates
inc. to
\$230 per term

- 5. In view of the increase in labor costs and Social Security costs for dormitory employees, it is recommended that the dormitory rate be increased \$10 per term to \$230 per term, \$690 per year, effective for fall term 1955.

Alt. & imp.
items \$2500 or
under not to
be reported
to Board.

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

- 6. Recommendation from the Board that in the future alteration and improvement items where the individual items are \$2500 or less, and where there are budgeted funds available, they be handled by the administration without reference to the Board.

Letter of
thanks to
Michigan Trades
man

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

- 7. Copies of the Michigan Tradesman for May 25, 1955, featuring Michigan State College Centennial were distributed to the Boardmembers.

On motion of Mr. Mueller, seconded by Mr. Akers, it was voted to express to Mr. Boyle the appreciation and gratitude of the Board for this publication.

Request for
scholarship
from Mich.
Celery Pro.
Assoc. de-
clined

- 8. Request from the Michigan Celery Promotion Association that the College join with them in sponsoring two scholarships to Michigan high school boys and girls covering the cost of tuition for one year. The award is to be made on the basis of an essay entitled, "Why I Think Michigan Celery Is a Good Michigan Crop". The proposal is that the Association will finance one scholarship, and it is requested that the College finance the second one.

After considerable discussion, on motion of Mr. Mueller, seconded by Miss Jones, it was voted to decline the request but at the same time urging the Michigan Celery Promotion Association to proceed with their scholarship plans.

The Board's refusal is due only to the fear of creating a precedent that could be embarrassing. It is felt that the present scholarship program is adequately generous.

PRESIDENT'S REPORTResignationsResignations and Terminations

- 1. Nguyen Van Linh as Instructor in the Vietnam FOA Project, effective May 28, 1955. Miss Linh has been paid \$500 for her work in the first briefing session, and no further payment should be made.

LeavesLeaves - Sabbatical

- 1. Leave of absence with full pay for Milosh Muntyan, Professor and Head of Foundations of Education, from June 16 to August 15, 1955. This is exclusive of the annual leave to which he is entitled.

AppointmentsAppointments

- 1. Edwin Wetterstrom as Associate Professor of Applied Mechanics at a salary of \$6300 per year on a 10-month basis, effective September 1, 1955, to fill position 12.

PRESIDENT'S REPORT, continuedMiscellaneous

1. Salary increase from \$5600 to \$6400 per year for Stanley K. Ries, Assistant Professor (Res.Ext) of Horticulture, effective July 1, 1955. His salary is paid one-half from Extension and one-half from Experiment Station funds.
2. Promotion of Donald A. Taylor from Instructor to Assistant Professor of General Business and a salary increase from \$4900 to \$5800 per year, effective July 1, 1955.
3. Payment of \$700 to Nico Camara-Peon for classes taught during the 1953 summer session.
4. Establishment of a Clerk III position in the Office of the Administrative Assistant on Academic Matters.
5. Acceptance of a grant of \$250 from the Ohio Hotels Association of Columbus to be used for a scholarship for a worthy and meritorious student from Ohio in Hotel Management.
6. Acceptance of a grant of \$850 from the Southern Equipment Company of St. Louis, Missouri, to be used under the direction of L. W. Scott in the Division of Hotel, Restaurant, and General Institutional Management for conferees enrolling in the National Association of Food Equipment Manufacturers short course in June.
7. Acceptance of a grant of \$600 from the Dearborn Chemical Company of Chicago to be used under the direction of M. F. Obrecht in Chemical Engineering to continue studies on heat transfer and boiler water treatment.
8. Acceptance of a grant of \$50 from the Mid-west Producers' Creameries, Inc. of South Bend, Indiana to be used under the direction of D. B. Varner in continuing Education to assist in staging the American Dairy Science Association meeting on June 20-23.

Sal. inc.
Stanley K.
Ries to
\$6400

Donald A. Taylor promoted
to Asst. Prof.

\$700 paid to
Camara-Peon

Cl III pos.
Adm. Asst. Ac.
Matters

\$250 grant Ohio
Hotels Assoc.

\$850 So. Equip
Co.

\$600 Dearborn
Co.

\$50 Midwest
Producers
Creameries

NEW BUSINESSResignations and Terminations

Resignations

1. Lou Emma Breckenridge, Consumer Information Agent, Extension Service, June 30, 1955 to be married.
2. Barbara H. Johnson, Home Demonstration Agent, Barry County, June 30, 1955 to devote full time to her home.
3. Doris E. S. Brosseau, Home Demonstration Agent, Macomb County, July 15, 1955, to devote full time to her home.
4. Harrison C. Fisch, Instructor in Agricultural Engineering, May 31, 1955 to operate the family farm in Iowa.
5. William J. Van Arsdell, Assistant Professor of Animal Husbandry, July 31, 1955 to accept another position.
6. Neil Small, Assistant Professor of Landscape Architecture and Urban Planning, August 31, 1955 to accept a position with Warren Holmes Company, Architects, of Lansing.
7. Edward G. Spacie, Instructor, Board of Examiners, August 31, 1955 to accept a position at Central Michigan College.
8. Ralph E. Morrow, Instructor in Humanities, August 31, 1955, to accept a position at Washington University in St. Louis, Mo.
9. J. William Maxwell, Instructor in Journalism, August 31, 1955 to become Professor and Head of Journalism at the University of South Dakota.
10. Robert H. Scott, Associate Professor of Police Administration, June 30, 1955 to accept a position with the Department of Corrections in Lansing.
11. Horace C. King, Instructor in Business Education and Secretarial Studies, August 31, 1955 to accept a position with Chrysler Corporation.
13. Janet Tam Lee, Instructor (Res.) in Foods and Nutrition, June 30, 1955. She is leaving the city.
14. Elinor Roth, Assistant Professor of Textiles, Clothing and Related Arts, June 30, 1955 to be married.
15. Richard H. Manville, Associate Professor of Zoology, August 31, 1955 to accept a position with the New York Zoological Society.
16. Harvey Mitchell, Instructor in History, April 1, 1955 (Cancellation of appointment).
17. Cancellation of the appointment of Joe D. Mills, Assistant Professor of Sociology and Anthropology September 1, 1955.
18. Cancellation of the appointment of William P. Brown, Assistant Professor of Mathematics Sept. 1, 1955.
19. John W. Morriss, Assistant Professor, Intercollegiate Athletics, July 31, 1955 to accept a track coaching job at Drake University.
20. Betty R. Haller, Manager, Williams Hall and Assistant in Institution Administration July 22, 1955 to join her husband who is employed in Cincinnati.

NEW BUSINESS, continuedLeaves

Leaves

1. William C. Randel, Assistant Professor of Forest Products with full pay from October 1, 1955 to December 31, 1955 to study for his Ph.D. at the U. of M.
2. Harry H. Scales, Associate Professor of Administrative and Educational Services, on half pay from September 1, 1955 to August 31, 1956. This is a terminal leave.
3. Cecil V. Millard, Professor (Res.) of Foundations of Education with full pay from January 1, 1956 to June 30, 1956 to study at Child Development Centers.
4. Charles R. Schmitter, Assistant Professor of Health, Physical Education and Recreation and Fencing Coach, with full pay from April 1, 1956 to September 30, 1956 to study in Italy.
5. Russell J. Kleis, Associate Professor in Continuing Education with half pay, October 1, 1955 to September 30, 1956 to study for his Ph.D. at University of Chicago.
6. Emma Fero Reinbold, Home Demonstration Agent in Emmet and Cheboygan Counties without pay from June 1, 1955 to June 30, 1955, for health reasons.
7. Evelyn Mansfield, Associate Professor of Textiles, Clothing and Related Arts with full pay from September 1, 1955 to November 30, 1955 and without pay from December 1, 1955 to August 31, 1956 for health reasons.
8. Clarence E. Prentice, Assistant Professor (Ext.) of Agricultural Economics without pay from August 1, 1955 to July 31, 1956 to continue with the Michigan Administration, Agriculture and Stabilization Committee.
9. Lawrence S. Ritter, Assistant Professor of Economics without pay from September 1, 1955 to August 31, 1956 to do research at the Federal Reserve Bank in New York City.
10. Arthur W. Sirianni, Assistant Professor of Foreign Languages, without pay from September 1, 1955 to August 31, 1956 to continue on his Fulbright grant.
11. Perry L. Bailey, Assistant Professor of Geology and Geography without pay from July 1, 1955 to August 31, 1955.
12. Military leave for Donald C. Harmer, 4-H Club Agent at Large without pay from June 10, 1955 to June 30, 1956.
13. Extension of military leave without pay for the following persons to June 30, 1956:
 - Delwyn A. Dyer, 4-H Club Agent Wayne Co.
 - Charles R. Kapnick, 4-H Club Agent, Cass Co.
 - James L. Hall, Asst. Prof. of Chemistry
 - Waldo F. Keller, Instructor, Surgery and Medicine
 - Walter Boyd, Labor I (Ag.) Soil Science
 - Robert M. Farr, Food Service Union
 - Richard A. Heuer, Cameraman II, Television Development
 - Horst Kaczhofsky, Stockman, Mimeograph
 - Gene E. Kanitz Labor I (Ag.) An. Husbandry
 - James Steele, Labor I, Grounds Maintenance
 - Walter J. Thompson, Cook III, Shaw Hall
 - James F. Weiler, Custodian I, Brody Hall
 - Donald E. Woliverton, Labor I, Bldgs. & Utilities
14. Extension of military leave for Russell G. Mawby, Instructor (Ext.) Agricultural Economics to October 31, 1955.
15. Grace Mitchell, Home Demonstration Agent in Midland and Saginaw Counties with full pay from June 27, 1955 to July 10, 1955 to attend summer school at Colorado A & M.
16. James F. Halm, 4-H Club Agent in Saginaw County with full pay from July 5, 1955 to July 23, 1955 to attend summer school at Cornell University.

Appointments

Appointments

1. Richard Stanley Austin, 4-H Club Agent, St. Clair County, at a salary of \$5300 per year on a 12-month basis, effective July 1, 1955 to be paid \$2700 from Smith-Lever and \$2600 from State Offset funds.
2. John Joe Bondarenko, 4-H Club Agent, Lapeer County, at a salary of \$4800 per year, effective July 1, 1955, paid \$2700 from Smith-Lever and \$2100 State Offset funds.
3. George Hale Bartlett, 4-H Club Agent, Osceola and the East half of Lake County, at a salary of \$5000 per year on a 12-month basis, effective June 20, 1955, paid \$2700 Smith-Lever and \$2300 State Offset funds.
4. Archibald Robert Earl, 4-H Club Agent, Van Buren County, at a salary of \$5200 per year, on a 12-month basis, effective July 1, 1955, paid \$2700 Smith-Lever and \$2500 State Offset funds.

NEW BUSINESS, continuedAppointments, continued

Appointments

5. Albert Frederick Drost, 4-H Club Agent, Muskegon County, at a salary of \$5000 per year, on a 12-month basis, effective July 1, 1955, paid \$2700 from Smith-Lever and \$2300 State Offset funds.
6. Sijo Pynnönen, Assistant County Agent, Gratiot County, at a salary of \$6200 per year on a 12-month basis, effective July 1, 1955, paid \$3100 from Smith-Lever and \$3100 State Offset funds.
7. Jack Allen Prescott, Assistant County Agent, Macomb County, at a salary of \$6200 per year on a 12-month basis, effective July 1, 1955 paid \$3100 Smith-Lever and \$3100 State Offset funds.
8. Leland Albert Warschefsky, Assistant County Agent, Huron County, at a salary of \$5200 per year on a 12-month basis, effective July 1, 1955 paid \$2700 Smith-Lever and \$2500 State Offset funds.
9. Martha Ladd Kuhn, Home Demonstration Agent in Barry County, at a salary of \$4500 per year on a 12-month basis, effective July 1, 1955, paid \$2700 Smith-Lever and \$1800 State Offset funds.
10. Dean E. McKee, Assistant Professor of Agricultural Economics at a salary of \$6300 per year on a 12-month basis, effective September 16, 1955.
11. John B. Sjo, Instructor (Res.) in Agricultural Economics at a salary of \$2395 per year, effective June 16, 1955. This is a temporary appointment paid from Experiment Station funds.
12. Richard G. Pfister, Instructor (Ext.) in Agricultural Engineering at a salary of \$5800 per year, on a 12-month basis, effective July 1, 1955, paid \$2900 Smith-Lever and \$2900 State Offset funds.
13. Roy S. Emery, Assistant Professor (Res.) of Dairy, at a salary of \$5500 per year on a 12-month basis, effective July 1, 1955.
14. Jacob A. Tuuk, Marketing Adviser in Horticulture at a salary of \$7500 per year on a 12-month basis, effective Aug. 1, 1955, to June 30, 1956.
15. Harvey Alpert, Instructor in Communication Skills at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
16. Gordon C. Smith, Instructor in Communication Skills at a salary of \$4500 per year on a 10-month basis, effective September 1, 1955.
17. Alfred Wolf, Instructor in Humanities at a salary of \$4500 per year on a 10-month basis, effective September 1, 1955.
18. John Paul DeCecco, Instructor in Humanities at a salary of \$4500 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
19. Frederick D. Williams, Assistant Professor of Social Science at a salary of \$5700 per year on a 10-month basis, effective September 1, 1955.
20. Chitra Smith, Instructor in Social Science at a salary of \$4200 per year, on a 10-month basis, effective September 1, 1955 to August 31, 1956.
21. Stephen T. Worland, Instructor in Economics at a salary of \$4600 per year, on a 10-month basis, effective September 1, 1955.
22. Irma A. Linse, Instructor in Economics at a salary of \$4600 per year, on a 10-month basis, effective September 1, 1955.
23. William Stanley Devino, Instructor in Economics at a salary of \$2000 per year on a 10-month basis, effective September 1, 1955, to August 31, 1956.
24. Marten S. Estey, Lecturer in Economics and Continuing Education at a salary of \$5800 per year, effective from September 1, 1955 to August 31, 1956.
25. James B. Hendry, Instructor in Economics at a salary of \$4600 per year, on a 10-month basis, effective from September 1, 1955. This is a permanent appointment.
26. William M. Reynolds, Instructor in Economics at a salary of \$2000 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
27. Kenneth O. Alexander, Instructor in Economics at a salary of \$4100 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
28. James A. Gherity, Jr., Instructor in Economics at a salary of \$4000 per year on a 10-month basis, effective, September 1, 1955 to August 31, 1956.
29. Nathan Hakman, Instructor in Political Science at a salary of \$4500 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
30. Bernard E. Brown, Assistant Professor of Political Science at a salary of \$5400 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
31. Roland F. Salmonson, Instructor in Accounting at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955.

NEW BUSINESS, continuedAppointments, continued

Appointments

32. Robert Everett Hoskinson, Instructor in Business Education and Secretarial Studies, at a salary of \$4000 per year on a 10-month basis, effective September 1, 1955.
33. Joseph P. Miles, Instructor in Business Education and Secretarial Studies, at a salary of \$3800 per year, on a 10-month basis, effective September 1, 1955 to August 31, 1956.
34. Ruth M. Van Der Jagt, Instructor in Business Education and Secretarial Studies, at a salary of \$4035 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
35. Claude McMillan, Instructor in General Business at a salary of \$5500 per year on a 10-month basis, effective September 1, 1955.
36. Ruben V. Austin, Instructor in General Business at a salary of \$5800 per year, on a 10-month basis, effective September 1, 1955.
37. Albert C. Hodge, Lecturer in General Business at a salary of \$6000 per year, on a 10-month basis, effective September 1, 1955 to August 31, 1956.
38. Hendrik Zwarensteijn, Assistant Professor of General Business at a salary of \$6000 per year, on a 10-month basis, effective September 1, 1955.
39. Leo J. Merten, Lecturer in General Business at a salary of \$5800 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
40. Russel H. Moore, Lecturer in General Business at a salary of \$4000 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
41. Paul J. Deutschmann, Associate Professor in Communication Arts at a salary of \$9000 per year on a 12-month basis, effective December 1, 1955.
42. Bert C. Cross, Assistant Professor in Communication Arts at a salary of \$7000 per year on a 12-month basis, effective July 1, 1955.
43. Willard E. Kenney, Instructor in Health, Physical Education and Recreation at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
44. Jean T. Leety, Instructor in Health, Physical Education and Recreation at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
45. Jean Carol McIntyre, Instructor in Health, Physical Education and Recreation at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
46. Clement A. Tatro, Assistant Professor of Applied Mechanics at a salary of \$5800 per year on a 10-month basis, effective September 1, 1955.
47. Mahmoud Ahmad El-Melehy, Assistant Professor of Electrical Engineering at a salary of \$5700 per year, on a 10-month basis, effective September 1, 1955 to August 31, 1956.
48. Lorn Lambier Howard, Instructor in Electrical Engineering at a salary of \$4900 per year, on a 10-month basis, effective September 1, 1955.
49. Lee Roy Hausman, Instructor in Electrical Engineering at a salary of \$1900 per year on a 10-month basis, effective September 1, 1955. This is a temporary appointment.
50. James R. Wilts, Assistant Professor of Electrical Engineering at a salary of \$5800 per year on a 10-month basis, effective September 1, 1955.
51. Donald A. Henderson, Instructor in Engineering Drawing, at a salary of \$4500 per year on a 10-month basis, effective September 1, 1955.
52. James Earl Robertson, Associate Professor of Engineering Drawing, at a salary of \$4000 per year, on a 10-month basis, effective September 1, 1955 to August 31, 1956. This is in addition to his retirement pay.
53. Kenneth Walter Lahr, Instructor in Engineering Drawing at a salary of \$4400 per year on a 10-month basis, effective September 1, 1955.
54. Bertrand Thomas Weening, Instructor in Engineering Drawing, at a salary of \$4500 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
55. W. Dale Jones, Professor of Mechanical Engineering at a salary of \$8100 per year on a 10-month basis, effective September 1, 1955.
56. Mary Catherine Coleman, Instructor in Foods and Nutrition at a salary of \$4000 per year on a 10-month basis, effective September 1, 1955.
57. Elaine Rutherford, Instructor in Foods and Nutrition at a salary of \$5000 per year on a 12-month basis, effective September 1, 1955, paid one-half from college and one-half from Experiment Station funds.
58. Ruth C. Kettunen, Instructor in Home Management and Child Development at a salary of \$5800 per year, on a 12-month basis, effective July 1, 1955 to June 30, 1956.

NEW BUSINESS, continuedAppointments, continued

Appointments

59. Mariella Aikman, Teacher in the Spartan Nursery School at a salary of \$4000 per year, on a 10-month basis, effective September 1, 1955.
60. Coral Kate Morris, Assistant Professor (Ext.) of Home Management and Child Development at a salary of \$6800 per year on a 12-month basis, effective July 1, 1955.
61. Mabel Ruth Cooper, Instructor in Textiles, Clothing and Related Arts at a salary of \$4300 per year on a 10-month basis, effective September 1, 1955.
62. Jean Bullard Burnett, Instructor (Res.) in Zoology at a salary of \$5004 on a 12-month basis, effective July 1, 1955 to June 30, 1956.
63. Merrell L. Sherburn, Assistant Professor of Music at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955.
64. Delbert L. Dibson, Assistant Professor of Foreign Languages at a salary of \$5400 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
65. Ralph K. Birdwhistell, Assistant Professor of Chemistry at a salary of \$4900 per year on a 10-month basis, effective September 1, 1955.
66. Boris Musulin, Assistant Professor of Chemistry at a salary of \$4850 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
67. Leonard Eugene Wood, Instructor in Geology and Geography at a salary of \$1700 for the period from September 1, 1955 to August 31, 1956.
68. John Lucian Bagg, Instructor in Mathematics at a salary of \$4500 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
69. Gilbert N. Plass, Associate Professor (Res.) of Physics and Astronomy at a salary of \$1350 for the period July 1, 1955 to August 31, 1955.
70. Harold Forstat, Assistant Professor of Physics and Astronomy at a salary of \$5200 per year, on a 10-month basis, effective September 1, 1955.
71. Frank M. Clark, Instructor in Physics and Astronomy at a salary of \$4200 per year on a 10-month basis from September 1, 1955 to August 31, 1956.
72. Edward O. Moe, Professor (Res.Ext.) of Sociology and Anthropology at a salary of \$9800 per year on a 12-month basis, effective July 10, 1955.
73. Donald F. Reider, Instructor in Sociology and Anthropology at a salary of \$410 per month on a 12-month basis, effective July 1, 1955 to June 30, 1956.
74. Joe D. Mills, Instructor (Res.) in Sociology and Anthropology at a salary of \$400 per month from August 1, 1955 to September 15, 1955.
75. Harold L. Sadoff, Assistant Professor (Res.) of Microbiology and Public Health at a salary of \$6000 per year on a 12-month basis, effective September 1, 1955.
76. Esther M. Smith, Assistant Professor of Anatomy at a salary of \$6200 per year on a 12-month basis, effective July 1, 1955.
77. Elliott M. Myers, Instructor in Surgery and Medicine at a salary of \$5000 per year on a 12-month basis, effective July 1, 1955 to June 30, 1956.
78. Walter E. Freeman, Assistant Professor of Continuing Education at a salary of \$6000 per year on a 12-month basis, effective July 1, 1955.
79. James Wilbur Harrison, Assistant Professor of Continuing Education at a salary of \$7000 per year on a 12-month basis, effective July 1, 1955.
80. Dorothy Merritt, Instructor in Business Education and Secretarial Studies at a salary of \$583.33 for the six weeks summer school June 21, 1955 to July 29, 1955.
81. Helen L. Walter, Instructor in Business Education and Secretarial Studies at a salary of \$787.50 for the nine-weeks summer school June 21, 1955 to August 19, 1955.
82. Susan Larson, Instructor in Textiles, Clothing and Related Arts at a salary of \$700 for the six week summer school June 21, 1955 to July 29, 1955.

Transfers

Transfers

1. George H. Axinn, from Associate Extension Editor in Information Services at a salary of \$7900 per year to Assistant to the Director of Extension Service at a salary of \$9000 per year on a 12-month basis, effective July 1, 1955.
2. John T. Stone, from Professor of Agricultural Administration and Director of Special Programs to Professor of Agricultural Administration and Staff Training Officer at a salary of \$10,200 effective July 1, 1955.

NEW BUSINESS, continuedTransfers, continued

Transfers

3. Richard M. Swenson, from Associate Professor of Soil Science to Assistant Dean of Agriculture and Director of Resident Instruction at a salary of \$10,000 per year effective January 1, 1956. Professor Swenson's title is to be Associate Professor, School of Agriculture from July 1, 1955 to December 31, 1955 at a salary of \$10,000 per year on a 12-month basis.
4. Marjorie Eastman, from Associate Professor (Ext.) of Textiles, Clothing and Related Arts to Administrative Assistant and Associate Professor (Extension) of Home Economics at the same salary effective July 1, 1955.
5. Bernetta G. Kahabka, from Home Demonstration Agent in Berrien County to Assistant Professor (Ext.) of Textiles, Clothing and Related Arts at a salary of \$6000 per year on a 12-month basis, effective July 1, 1955.
6. Dean L. Quirin, from 4-H Club Agent in Mecosta County to County Agricultural Agent in Van Buren County at a salary of \$4500 per year on a 12-month basis, effective June 20, 1955.
7. Denio A. Caul, from County Agricultural Agent in Van Buren County to District Extension Supervisor and Instructor (Ext.) at a salary of \$7500 per year on a 12-month basis, effective July 1, 1955.
8. Alan Frank Vincent from Assistant County Agent in Lapeer County to Assistant County Agent in Allegan at the same salary effective July 1, 1955.
9. Donald Hearl from Associate County Agent in Muskegon County to County Agricultural Agent in Muskegon County at the same salary effective July 1, 1955.
10. Donald R. Kebler, from Assistant County Agent at Large to Assistant County Agent in Tuscola County at the same salary effective June 1, 1955.
11. Gleason D. Rohlf, Associate County Agent in Huron County to County Agricultural Agent in Huron County at the same salary effective July 1, 1955.
12. Mrs. Jean W. Leach from Home Demonstration Agent in Mecosta, Osceola and the east half of Lake County to Home Demonstration Agent in Osceola and east half of Lake County at the same salary effective January 1, 1956.
13. Joseph A. Schlesinger, from Instructor in Social Science to Instructor in Political Science at a salary of \$5000 per year on a 10-month basis effective September 1, 1955.
14. Harold D. Eaton, from Assistant Professor of Mechanical Engineering to Assistant Professor of Hotel, Restaurant and General Institutional Management at the same salary effective September 1, 1955.
15. Branford P. Millar, Assistant to the Dean of the Graduate School to Associate Professor of English on a 10-month basis, effective July 1, 1955.
16. Delbert E. Schoenhard, Assistant Professor of Natural Science to Assistant Professor of Microbiology and Public Health at a salary of \$6200 per year on a 10-month basis, effective September 1, 1955.

Salary Changes

Sal. inc.

Earl Weaver

1. Salary increase for Earl Weaver, Professor of Dairy to \$14,000 effective July 1, 1955. Dr. Weaver is to have charge of the Colombia Project.

Sal. Inc.

L.J. Braamse

2. Salary increase for Leonard J. Braamse, Assistant Professor (Ext.) of Land and Water Conservation to \$6800 per year effective July 1, 1955.
3. Salary increase for Joyce B. Bell, Secretary, Vietnam Project to \$3975 effective June 1, 1955.

On motion of Miss Jones, seconded by Mr. Brody, it was voted to approve the President's Report, Resignations, Leaves and Appointments, Transfers and Salary Changes.

Ch. status

Clarence

Hansen to

Asst. Prof.

Ag. Engr.

Miscellaneous

1. Change in status of Clarence M. Hansen from Assistant Professor (Research) to Assistant Professor of Agricultural Engineering and paid one-half from College and one-half from Experiment Station funds, effective July 1, 1955.
2. Change in status of Walter H. Sheldon to Assistant Professor of Agricultural Engineering and paid three-fourths from College and one-fourth from Experiment Station funds effective July 1, 1955.
3. Change in the effective date of Gordon A. Sabine, Dean of Communication Arts, from July 1 to June 1, 1955.
4. Designation of Louis L. Otto as Acting Head of Engineering Drawing at an additional salary of \$1500 per year, effective for one year beginning July 1, 1955.
5. Payment of \$1050 to Marcille L. Pridgeon, Instructor in Foods and Nutrition, for work during the summer of 1955, paid from Account 71-2430.

Ch. status

Walter Shel-

don to Asst.

Prof. Ag. Engr

Ef. date Sa-

bine June 1 '55

L.L. Otto

designated

Act. Head

Engr. Drawing

\$1050 paid

Marcille L.

Pridgeon for

summer work

NEW BUSINESS, continuedMiscellaneous, continued

6. Change in status of Mary Lou Rosencranz, Instructor in Textiles, Clothing, and Related Arts, from full time College to half-time College and half-time Experiment Station on a 12-month basis at a salary of \$5500 per year, effective September 1, 1955.
7. Change in the effective date of the appointment of Sir Richard Livingstone, Distinguished Visiting Lecturer in Science and Arts, from fall term 1955 to spring term 1956.
8. Termination of leave of absence for C. David Mead, Associate Professor of English, on August 31, 1955. Dr. Mead has been assigned to the University of the Ryukyus beginning September 1, 1955.
9. Payment of \$1350 to Christopher Sower, Associate Professor of Sociology and Anthropology, for work during the summer of 1955, and paid from the State Board of Alcoholism funds (account 71-2504).
10. Change in title of Louis Andrew Doyle from Assistant Professor to Instructor in Continuing Education, effective as of August 1, 1954. This will permit Mr. Doyle to complete his doctorate in accordance with institutional policy.
11. Report that the following former employees who were on military leave have returned from military service but have not returned to their positions at Michigan State College:

Jack T. Crosby, Labor I in Buildings and Utilities
 Richard E. Kleinfelt, Labor I (Ag) in Soil Science
 Tim M. McManus, Labor I (Ag.) at the Kellogg Bird Sanctuary
12. Report of the death of Mary Pauline Hayes on May 23, 1955. Mrs. Hayes was born on July 2, 1877, and was employed by the college from September 1, 1928, until her retirement on July 1, 1942.
13. Additional amounts paid to salaried employees since the May Board meeting. (See list on file with the Board material).
14. Grants as follows to be used for scholarship purposes:
 - a. \$1000 from the American Cyanamid Company of New York City to establish the "Lederle Veterinary Medical Students' Research Scholarship" for the purpose of developing an interest in research while students are still undergraduates in the field.
 - b. \$450 from the Asher House Fund, Inc. of District to provide scholarship awards for five students active in the Asher Student Foundation.
 - c. \$20 from Mrs. Isabelle Conon of Holyoke, Massachusetts to be credited to the Richard M. and Nellie Olin Memorial Scholarship Fund.
 - d. 300 shares of stock in South American Gold and Platinum Company from Albert H. Case of Charlottesville, Virginia, to be credited to the Case scholarship fund.
15. Renewal of a memorandum of agreement with the Delta County covering a grant of \$2000 to be used under the direction of Paul A. Miller in the Cooperative Extension Service for the continued employment of a home demonstration agent.
16. Approval of a memorandum of agreement with the Beatrice Foods Company of Chicago covering a grant of \$3000 to be used under the direction of A. W. Farrall in Agricultural Engineering to carry on studies in the field of treatment of food products with cathode rays. The agreement provides for a special graduate research assistant.
17. Renewal of a memorandum of agreement with the J. I. Case Company of Racine, Wisconsin, covering a grant of \$3850 to be used under the direction of A. W. Farrall in Agricultural Engineering to continue the curing tests on baled hay. The agreement provides for a special graduate research assistant.
18. Renewal of a memorandum of agreement with the Michigan Seed Dealers' Association of Wayland covering a grant of \$700 to be used under the direction of B. R. Churchill in Farm Crops for a study of seed production in forage grasses and legumes.
19. Renewal of a memorandum of agreement with the Brewers Yeast Council, Inc. of Chicago covering a grant of \$1200 to be used under the direction of P. J. Schaible in Poultry Husbandry to determine the value of brewers yeast in dry rations for mink.
20. Grant of \$1800 from the Kimberly-Clark Corporation of Neenah, Wisconsin, to be used under the direction of T. D. Stevens in Forestry to provide a fellowship in Forestry to be known as the "Kimberly-Clark Fellowship in Forestry".
21. Renewal of a memorandum of agreement with the Ohio Parks Association of Columbus covering a grant of \$65 to be used under the direction of A. T. Wilcox in Land and Water Conservation to aid in the printing of technical literature in the park management field.
22. Renewal of a memorandum of agreement with the American Institute of Park Executives covering a grant of \$1300 to be used under the direction of A. T. Wilcox in Land and Water Conservation to continue research and printing of literature in the park management field.
23. Grant of \$1500 from the Ford Motor Company Fund of Dearborn to be used to finance scholarships to participants in the Workshop on Economic Education.
24. Grant of \$3000 from the National Restaurant Foundation of Chicago to be used under the direction of L. W. Scott in the Division of Hotel, Restaurant, and General Institutional Management to establish an equipment testing laboratory for the National Restaurant Association in the addition to Brody Hall.

Change in
status Mary
Lou Rosencranz

Sir Richard
Livingstone
appt. date
changed
Term lve David
Mead

\$350 paid
Christopher
Sower

Cha title
Louis Andrew
Doyle to Inst.

Report that
certain em-
ployees did
not return
from military
leave.

Report death
Mary Pauline
Hayes May 23,
'55

Add. amts.
paid salaried
employees

Several grants
accepted for
scholarships

memo agree and
grant \$2000
Delta Co.

\$3000 from
Beatrice
Foods Co.

\$3850 from
J.I. Case Co.

\$700 from
Mich. Seed
Dealers'
Assoc.

\$1200 Brewers
Yeast Council

\$1800 Kimberly-
Clark Corp

\$65 from Ohio
Parks Assoc.

\$1300 Am.
Inst. Park
Executives

\$1500 Ford
Motor Co.

\$3000 Nat.
Rest. Found.

NEW BUSINESS, continued

Miscellaneous, continued

- \$200 from Am. Cyanamid Co.
- \$150 Frank Chapman Memorial Fund
- \$2820 Eastman Kodak Co.
- \$6000 Atomic Energy Com.
- Approval several changes in classified personnel
- Estab. Personnel Interviewer IIB
- Report on scholarship awards.
- Approval of granting degrees at end spring term 1955
25. Renewal of a memorandum of agreement with the American Cyanamid Company of New York City covering a grant of \$200 to be used under the direction of R. H. Fulton in Botany to continue the evaluation of Aero Calcium cyanamid as an eradicant control measure for mummy-berry of blueberry.
 26. Grant of \$150 from the Frank M. Chapman Memorial Fund of New York City to be used under the Direction of G. J. Wallace in Zoology to aid a graduate student in the field of ornithology.
 27. Grant of \$2820 from the Eastman Kodak Company of Rochester, New York, to be used in the Chemistry Department as a fellowship to encourage the training of capable young people in the fields of scientific and engineering research.
 28. Renewal of a memorandum of agreement with the Atomic Energy Commission of LeMont, Illinois, covering a grant of \$6000 to be used under the direction of J. L. Fairley in Chemistry to study the role of various aliphatic acids in pyrimidine biosynthesis. The agreement provides for a special graduate research assistant.
 29. Recommendation from Mr. Glander for the following changes in classified personnel:
 - a. Reclassify a Clerk-Stenographer II to a Secretary-Departmental II position in Agricultural Economics, paid from Extension funds.
 - b. Reclassify Clerk II to a Clerk-Stenographer II position in Agricultural Economics, paid from Experiment Station funds.
 - c. Reclassify a Clerk I to a Clerk-Stenographer I position in Agricultural Economics.
 - d. Reclassify a Secretary-Departmental I to a Clerk II position in Agricultural Economics.
 - e. Reclassify a Clerk-Stenographer I to a Clerk II position in Agricultural Economics, paid from Experiment Station funds.
 - f. Reclassify a Clerk-Stenographer II to a Clerk II position in Agricultural Economics, paid from Experiment Station funds.
 - g. Reclassify a Supervisor IIA to a Supervisor IIB position in Agricultural Economics, paid from Extension funds.
 - h. Transfer from the labor to the salary payroll and reclassify positions in Agricultural Economics, as follows:
 - (1) Transfer a Clerk I position
 - (2) Reclassify a Clerk II to Clerk I and transfer
 - (3) Reclassify a Clerk II to Clerk-Typist and transfer
 - (4) Reclassify a Clerk II to Clerk-Stenographer I and transfer
 These positions are all paid from Experiment Station funds.
 - i. Establishment of the following positions in Agricultural Economics:
 - (1) Clerk-Stenographer II, paid from Experiment Station funds
 - (2) 2 Clerk-Stenographer I positions, paid from Experiment Station funds.
 - (3) A half-time Clerk-Stenographer I position on labor payroll, paid from Extension funds.
 - j. Establishment of a Seed Technician IV position in Farm Crops, paid from Michigan Crop Improvement Association funds.
 - k. Change in Clerical Assistant position in Kalamazoo from half-time to full-time.
 - l. Reclassification of a Secretary-Departmental I to a Secretary-Departmental II position in Social Work.
 - m. Establishment of a Clerk-Typist position in Health, Physical Education and Recreation.
 - n. Reclassification of a Clerk-Stenographer I to a Secretary-Departmental I position in Vocational Education.
 - o. Establishment of a Secretary-Departmental II position in Continuing Education.
 - p. Transfer of Mrs. Natalie Bruinsma from Secretary-Executive in Continuing Education to Secretary to Vice-President Varner on Board appointment with a salary increase from \$3960 per year to \$4600 per year, effective July 1, 1955.
 - q. Reclassification of an Account-Clerk II to a Clerk III position in Intercollegiate Athletics.
 - r. Reclassification of a Studio Supervisor IIIA to a Studio Supervisor IVA position in Television Development.
 - s. Establishment of a Personnel Interviewer IIB position in the Personnel Office, effective July 1, 1955 at a salary range of \$3540 to \$4200 per year.
 30. Report that the following students received the Michigan State College Scholarship Awards at the annual Swingout on May 24:

Burton Lee Gerber, major in Political Science, average 3.938

Marian C. Steinbauer, major in Medical Technology, average 3.9000
 31. Approval of granting the appropriate degrees to those students who according to the records of the Registrar completed the requirements for graduation at the end of spring term 1955. (List on file in the Registrar's Office).

On motion of Miss Jones, seconded by Mr. Rouse, it was voted to approve the above listed Miscellaneous Items.

ADDITIONAL ITEMS.Resignations and Terminations

Resignations

1. Hugh W. Hough, Instructor in Soil Science, June 30, 1955.
2. Howard E. Winters, Assistant Professor of Natural Science, August 31, 1955 to teach Physical Science at Henry Ford Jr. College in Dearborn.
3. George B. Noland, Instructor in Natural Science, September 1, 1955.
4. Margaret L. Paton, Instructor in Speech, August 31, 1955 to be married.
5. Lewis A. Goff, Assistant Professor of Speech, August 31, 1955 to accept a position at Kansas U.
6. Theodore B. Emery, Assistant Sports Editor, Information Services, July 31, 1955 to accept a position at Dartmouth College.
7. J. Kenneth Richards, Program Manager, TV Development, July 31, 1955 to accept employment with WJIM-TV.

Leaves

Leaves

1. Duane L. Gibson, Professor of Sociology and Anthropology without pay from July 13, 1955 to August 10, 1955 to attend the National Training Laboratory for Group Development in Bethel, Me.
2. Roy A. Clifford, Assistant Professor of Sociology and Anthropology without pay from July 1, 1955 to June 30, 1956 to work with the Inter-American Institute of Agricultural Science in Latin America.

Appointments

Appointments

1. Mary Elizabeth Strickland, Consumer Information Agent at Large at a salary of \$4300 per year on a 12-month basis, effective June 16, 1955.
2. Robert J. Deans, Instructor in Animal Husbandry at a salary of \$5000 per year on a 12-month basis effective from September 1, 1955 to August 31, 1956.
3. Richard S. Lindstrom, Instructor in Horticulture at a salary of \$5250 on a 12-month basis, from July 1, 1955 to June 30, 1956.
4. L. J. Tolle, Jr. as Instructor (Res.) in Horticulture at a salary of \$3000 per year effective July 1, 1955 on a 12-month basis. This is a temporary appointment.
5. Reginald George Nash, Instructor in Natural Science at a salary of \$4100 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
6. George C. Williams, Instructor in Natural Science at a salary of \$4600 per year on a 10-month basis, effective September 1, 1955.
7. Fannie A. Leonard, Instructor in Natural Science at a salary of \$3800 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
8. Richard Abel Musgrave, Lecturer in Economics at a salary of \$1850 for the period October 1, 1955 to December 31, 1955.
9. Bud Robert Hutchinson, Instructor in Economics at a salary of \$4000 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
10. Marshall W. Houts, Associate Professor of Police Administration at a salary of \$7300 per year on a 10-month basis, effective September 1, 1955.
11. Stephen G. Stevens, Instructor in Engineering Drawing at a salary of \$5000 per year on a 10-month basis, effective from September 1, 1955 to August 31, 1956.
12. William C. Vinyard, Instructor in Botany and Plant Pathology at a salary of \$4500 per year on a 10-month basis, effective from September 1, 1955 to August 31, 1957.
13. Anne Crawley, Instructor in Nursing Education at a salary of \$4600 per year on a 10-month basis, effective June 30, 1955.
14. Willi Uschald, Instructor in Foreign Languages at a salary of \$2500 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
15. Albert William Bluem, Instructor in Speech at a salary of \$5000 per year on a 10-month basis at a salary of \$5000 per year effective September 1, 1955 to August 31, 1956.
16. Gerald Dull, Assistant (Res.) in Chemistry at a salary of \$350 per month July 1, 1955 to August 31, 1955.
17. Robert L. Herrmann, Assistant (Res.) in Chemistry at a salary of \$350 per month July 1, 1955 to August 31, 1955.
18. Lovell J. Dewey, Instructor (Res.) in Chemistry at a salary of \$5000 per year effective July 1, 1955 to August 15, 1955.

ADDITIONAL ITEMS, continued

Appointments

Appointments, continued

19. Clarence F. Decker, Instructor (Res.) in Chemistry at a salary of \$5300 per year on a 12-month basis, September 1, 1955 to August 31, 1956.
20. Delia Wei Koo, Instructor in Mathematics at a salary of \$4000 per year on a 10-month basis, September 1, 1955 to August 31, 1956.
21. Sterling Khazag Berberian, Instructor in Mathematics at a salary of \$4300 per year effective September 1, 1955.
22. Salvatore Cannavo, Instructor in Philosophy at a salary of \$1500 for the period April 1, 1956 to June 30, 1956.
23. Salvatore Cannavo, Instructor in Philosophy at a salary of \$4600 per year on a 10-month basis effective September 1, 1956.
24. John R. Hurley, Assistant Professor of Psychology at a salary of \$5600 per year on a 10-month basis, effective September 1, 1955.
25. Earl Richard Carlson, Assistant Professor of Psychology at a salary of \$5500 per year on a 10-month basis, effective September 1, 1955.
26. Stanley C. Ratner, Assistant Professor of Psychology at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955.
27. Helmut von Bracken, Lecturer in Psychology at a salary of \$3000 for the period October 1, 1955 to December 31, 1955.
28. Frederick C. Rockett, Instructor in Psychology at a salary of \$5000 per year on a 10-month basis, effective September 1, 1955 to August 31, 1956.
29. Roy A. Clifford, Assistant Professor of Sociology and Anthropology at a salary of \$450 per month effective July 1, 1955 to June 30, 1956.
30. Erskine V. Morse, Associate Professor of Microbiology and Public Health at a salary of \$9700 per year on a 12-month basis, effective September 1, 1955.
31. Alexandra Ann Rolland, Assistant (Res.) Vietnam FOA Project at a salary of \$3996 per year, effective June 13, 1955 to June 12, 1957.
32. Margaret Miles Harrison, Instructor, Vietnam FOA Project at a salary of \$400 for the period June 13, 1955 to July 2, 1955.
33. Margaret A. Hoppe, Instructor, Vietnam FOA Project at a salary of \$400 for the period June 13, 1955 to July 2, 1955.
34. Following appointments on Vietnam FOA Project:
 - Myrtle Jeannette Eklund, Librarian, \$6000 per year June 9, 1955 to September 30, 1956
 - Rolland Lewis Soule, Training Officer, \$9900 per year, June 13, 1955 to June 12, 1957
 - Wayne William Snyder, Specialist, \$6641 per year, June 13, 1955 to June 12, 1957
 - Walter William Mode, Specialist, \$10,000 per year, June 13, 1955 to June 12, 1957
 - Vu Thi Yen, Instructor, \$500 for the period June 13, 1955 to July 2, 1955.
35. Leitha Perkins, Instructor in Speech at a salary of \$800 for the summer session, June 21, 1955 to June 29, 1955.
36. Juanita Jane Rucker, Instructor in Speech at a salary of \$700 for the summer session June 21, 1955 to July 29, 1955.

On motion of Miss Jones, seconded by Mr. Rouse, it was voted to approve the Resignations, Leaves and Appointments under Additional Items.

Reappointment
of staff mem-
bers to pro-
ject in
Columbia

Guy Fox
assigned to
Vietnam Proj.

Ch. salary
source James
Moulton

Payment \$1200
Harold Breen,
Jr.

Payment \$900
Newton Glick

Miscellaneous

1. Reassignment of the following staff members to the project in Colombia:
 - a. John D. Johnson, from June 1 to June 30, 1955
 - b. Hugh W. Hough, from June 1 to June 30, 1955
 - c. Leonard J. Braamse, from June 1 to June 30, 1955
2. Assignment of Guy H. Fox, Associate Professor of Political Science, to the Vietnam FOA Project at a salary of \$9,900 per year, effective for two years beginning June 19, 1955.
3. Change in salary source for James E. Moulton from part College and part Experiment Station to full time Experiment Station, effective July 1, 1955.
4. Payment of \$1200 to Harold A. Breen, Jr., Assistant Professor of Landscape Architecture and Urban Planning, for work during the summer for the Cooperative Extension Service and paid from Extension funds.
5. Payment of \$900 to D. Newton Glick, Associate Professor of Landscape Architecture and Urban Planning, for work during the summer for the Cooperative Extension Service-paid Extension funds.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

6. Promotion of Adolph E. Gruenwald from Instructor to Assistant Professor of General Business effective July 1, 1955.
7. Change in status of Elmer M. Knowles to Assistant Professor (Research, Extension), and paid three-fourths from Extension and one-fourth from Experiment Station funds in Home Management and Child Development, effective September 1, 1955.
8. Change in salary source for Alice Thorpe, Instructor in Home Management and Child Development, from full time Experiment Station to half-time College and half-time Experiment Station, effective September 1, 1955 at a salary of \$5800 per year on a full time, 12-month basis.
9. Payment of \$990 to James L. Dye, Assistant Professor of Chemistry, for work during the summer and paid from Atomic Energy Commission funds.
10. Payment of \$855 to James L. Fairley, Assistant Professor of Chemistry, for work during the summer and paid from Atomic Energy Commission funds.
11. Payment of \$1245 to Alfred Leitner, Associate Professor of Physics and Astronomy, for work during the summer, and paid three-fourths from the Army Ordnance Contract and one-fourth from the Detroit Ordnance Contract.
12. Payment of \$1000 to E. A. Hiedemann, Professor (Research) of Physics and Astronomy for work during the summer, and paid from the Detroit Ordnance Contract.
13. Payment of \$1000 to William H. Form, Professor of Sociology and Anthropology, for work during the summer and paid \$800 from the National Research Council grant and \$200 from Carnegie Corporation funds.
14. Transfer of Nicholas Vista from Assistant News Editor to Assistant Sports Editor in Information Services and a salary increase from \$4000 to \$4600 per year, effective July 1, 1955.
15. The following changes are recommended to be included in the 1955-56 budget:
- Change Walter F. Johnson, Professor of Administrative and Educational Services, from 10 to 12-month basis, effective September 1, 1955.
 - Change Francis C. Dittrich, Assistant Professor of Health, Physical Education, and Recreation, from 10 to 12-month basis, effective July 1, 1955.
 - Change John A. Fuzak, Associate Professor of Vocational Education, from 10-to 12 month basis, Sept. 1, 1955.
 - Change Frederic B. Dutton, Professor of Chemistry, from 10 to 12 month basis, July 1, 1955
 - Transfer Wayne F. Tinkle from Placement Assistant in the Placement Office to Educational Director of Men's Residence Halls, effective July 1, 1955.
 - Transfer John W. Zimmer from the Department of Mathematics to full time in the Office of the Dean of Science and Arts as Assistant to the Dean, effective July 1, 1955.
16. Report of the death of Zelma M. Sakroska, Account-Clerk II in the Comptroller's Office, on June 8, 1955. Mrs. Sakroska was born on February 3, 1907 and had been employed by the College since February 16, 1948.
17. Additional amounts paid to salaried employees since the May Board meeting. See list on file with Board material.
18. Gift of a silver dish from the Indonesian National Police on the occasion of the Centenary of the College.
19. Gift of 7 gross of baby food jars and covers from the Owens Illinois Glass Company of Toledo, Ohio, to be used for research in Agricultural Engineering. This gift is valued at \$30.
20. Gift of 3,000 pounds of calcium chloride to be used for grain storage work in Agricultural Engineering. This gift from the Calcium Chloride Division of the Dow Chemical Company of Midland is valued at \$60.
21. Grants as follows to be used for scholarship purposes:
- \$175 from the Wayne County Home Demonstration Council for the Emma DuBord scholarship
 - \$400 from the Pick Hotels Corporation of Chicago for a scholarship for a Hotel Management student.
 - \$1000 from The Prophet Company of Detroit to establish two or more scholarships in the Department of Restaurant Management.
 - \$5000 from the Grocery Manufacturers' Association to continue scholarships for students in food distribution.
 - \$1130 from the Dairy Industries Supply Association, Inc., of Washington, D.C., to be awarded to a student studying problems relating to the dairy products industries.
22. Grant of \$200 from Rohm and Haas Company of Philadelphia to be used under the direction of R. H. Fulton in Botany to continue evaluation of two fungicide compounds for control of grape black rot, strawberry fruit rot and gooseberry mildew.
23. Renewal of a memorandum of agreement with the Atomic Energy Commission of Lemont, Illinois, covering a grant of \$8500 to be used under the direction of R. U. Byerrum and C. D. Ball in Chemistry to study transmethylation reactions in plants. The agreement provides for a special graduate research assistant.

Adolph Gruenwald promoted to Asst. Prof.

Ch. status
Elmer Knowles

Ch. salary
source Alice Thorpe

\$900 paid to
Jas. Dye

\$855 paid to
Jas. Fairley

\$1245 paid to
Alfred Leitner

\$1000 paid
E.A. Hiedemann

\$1000 paid
Wm. Form

Trans. Nicolas Vista to Asst. Sports Editor
\$4600 per year

Approval
several changes
from 10 to 12
months basis

Report of
death of
Zelma Sakroska

Add. amts
paid sal.
employees

Gift of silver
dish from In-
donesian Nat.
Police.

Gift 7 gross
baby food jars
to Ag. Engr.

\$3000 lbs
calcium chlor.
Ag. Engr.

Several grants
accepted for
scholarships

\$200 from
Rohm and Haas
Co.

\$8500 from
Atomic Energy
Comm.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

\$4700 from
Atomic Energy
Commission -
Chemistry

24. Renewal of a memorandum of agreement with the Atomic Energy Commission of Lemont, Illinois, covering a grant of \$4700 to be used under the direction of C. H. Brubaker in Chemistry in investigations into a periodic oxidation states. The agreement provides for a special graduate research assistant.

\$4700 from
Atomic Energy
Commission -
Chemistry

25. Renewal of a memorandum of agreement with the Atomic Energy Commission of Lemont, Illinois, covering a grant of \$4700 to be used under the direction of James L. Dye in Chemistry for a thermodynamic investigation of dilute solutions of the alkali metals in liquid ammonia. The agreement provides for a special graduate research assistant.

Acceptance of
grants to as-
sist in staging
Am. Dairy Sci.
Assoc.

26. Grants as follows to be used under the direction of D. B. Varner in Continuing Education to assist in staging the American Dairy Science Association meeting in June 1955:

- a. \$200 from the Michigan Milk Producers Association of Detroit.
b. \$25 from the Michigan Dairy Herd Improvement Association of Holt.

Approval of
new contract
with Mr. & Mrs.
Case

27. Albert H. Case indicates his willingness to advance to the College \$100,000 on the same basis as the \$60,000 that was advanced previously. He requests that the interest rate be increased from 5 per cent to 7 per cent under the new contract. Both Mr. and Mrs. Case are now 80 years old, the interest will be paid during their lifetime out of earnings or principal, and the total fund becomes the property of the college upon the death of the last survivor.

On motion of Mr. Mueller, seconded by Mr. Rouse, it was voted to approve Mr. Case's request and to authorize the college officers to extend the thanks of the Board for his generosity.

Geology and
Geography
to be separa-
ted in 2
separate
departments.

28. Recommendation for the separation of the Department of Geology and Geography into two separate departments, the Department of Geography to be placed in the Division of Social Science in the School of Science and Arts, and the Department of Geology to remain in the Division of Mathematical and Physical Science. The following staff members are to be transferred to the Department of Geography: effective July 1, 1955

Lawrence M. Sommers, Professor and Head
Paul C. Morrison, Professor
Clarence L. Vinge, Professor
Edward C. Prophet, Associate Professor
Perry L. Bailey, Assistant Professor
Andrew D. Perejda, Assistant Professor
Ronald M. Beveridge, Instructor

Director
Ralph Young to
be on staff
of Alumni
Relations

29. In accordance with the policy of making it possible for the two members of our staff who were on retirement furlough to qualify under Social Security in the event it is approved by our staff, employment opportunity was extended to Professor Brattin and Director Young. Professor Brattin is now teaching at the University of Arizona and does not wish to avail himself of this opportunity. Director Young appreciates it and requests it. It is therefore recommended that he be employed for the next fiscal year in the office of the Director of Alumni Relations at a stipend of \$5,000 per year in addition to his retirement pension.

C.W. Wilkinson
& John Fohr
to remain in
Bus. & Pub.
Serv. - in
Gen. Business

On motion of Mr. Rouse, seconded by Dr. Smith, it was voted to approve Item 29.

30. In the creation of the School of Communication Arts, the Department of Journalism was transferred from the School of Business and Public Service to the new School. Professor C. W. Wilkinson and Instructor John Fohr are to remain in the School of Business and Public Service in the Department of General Business to teach the courses in business writing.

Schools to be
designated as
colleges.

31. Recommendation from the Administrative Group that effective July 1, 1955, subdivisions of the institution now known as Schools be designated as Colleges as follows:

College of Agriculture
Basic College
College of Business and Public Services
College of Communication Arts
College of Education
College of Engineering
College of Home Economics
College of Science and Arts
College of Veterinary Medicine

and the School for Advanced Graduate Studies.

Department of
Statistics
to be
created.

On motion of Dr. Smith, seconded by Miss Jones, it was voted to approve Item 31.

32. Upon the recommendation of the Administrative Group, it is proposed to create a separate Department of Statistics to include a Statistical Consulting Service in the Division of Mathematical and Physical Sciences, effective July 1, 1955. The total cost for the 1955-56 fiscal year will be \$32,800 for staff, supplies and material, and this item is included in the tentative budget.

Cl-Typist in
Bus. Bus.
Res.

33. Establishment of a Clerk-Typist position in the Bureau of Business Research.

Approval of
Alteration
and Improve-
ment items.

34. Recommendation for the following work to be done and charged to Alterations and Improvements 1954-55:
- | | |
|--|---------------|
| a. Alterations to room 41, Building A-6, and room 9 Building A-5 | \$600 |
| b. Intramural office in Women's Gymnasium | 600 |
| c. Improve blackboard rooms 1, 9, 13, 15, 17, Building A-4 | 1000 |
| | <u>\$2200</u> |

ADDITIONAL ITEMS, continued

Miscellaneous, continued

35. Recommendations from the Personnel Office for classified employees for the School of Engineering as follows;

- a. Establishment of a Clerk-Stenographer I position in Electrical Engineering.
- b. Establishment of a Clerk-Stenographer I position in the office of the Dean.
- c. Establishment of a Secretary-Departmental I position in Chemical Engineering.
- d. Establishment of a Secretary-Departmental II position in the Engineering Experiment Station.
- e. Reclassification of a Clerk-Typist to a Clerk II position.
- f. Establishment of a Mechanical Technician I position on the labor payroll in Applied Mech.
- g. Establishment of a Mechanical Technician I position in Electrical Engineering on labor payroll.
- h. Establishment of a Mechanical Technician I position to be half-time in Metallurgical Engineering and half-time in Civil Engineering, on the labor payroll.

Approval of recommendations from Personnel Office re: classified personnel in Engineering

36. Recommendation for the installation of a door in the athletic equipment room in the Stadium at a cost of \$100 to be charged to Athletic budget.

Door to be installed in athletic equipment room

37. The City Council of East Lansing has determined that it is desirable to purchase an 85 foot aerial ladder truck during the coming year which will cost a total of \$40,000. In accordance with the contract which we have with the City of East Lansing, one-half of the cost of the truck will be paid by the College.

College to pay for half of cost of 85-foot aerial ladder truck for City of E.L.

38. Communication from the City of East Lansing suggesting appointment of a traffic committee to work with the East Lansing Traffic Commission in an effort to solve some of the traffic problems of the community.

Pres. to appt. traffic com. to work with E.L. Traffic Commission.

The Board authorized the President to appoint the Committee suggested.

College songs approved.

39. Recommendation from a committee of students, alumni, and faculty for the revision of the two college songs.

The Board had no objection to the provisions as proposed and approved them.

40. Recommendation that an additional 3000 KVA tie line be installed between the power plant and the East Lansing substation of the Board of Water and Electric Light Commissioners' vault at West Circle Drive and Abbott Road at a cost of \$50,600, charged to Reserve for Utility Extensions and Additions.

3000 KVA tie line to be installed between power plant and E.L. substation

On motion of Miss Jones, seconded by Mr. Brody, it was voted to approve Item 40.

41. Recommendation that the building now under construction to house Animal Industries in the School of Agriculture be officially designated as Ernest L. Anthony Hall in honor of Dean Ernest L. Anthony.

Animal Industries Bldg. to be known as Anthony Hall

42. Recommendation that the three new dormitories for men now under construction be named as follows:

W. G. Armstrong Hall
Lloyd C. Emmons Hall
Liberty Hyde Bailey Hall

Three new dorms to be known as Armstrong Hall Emmons Hall Liberty Hyde Bailey Hall

On motion of Mr. Mueller, seconded by Dr. Smith, it was voted to approve items 41 and 42.

43. It is recommended by Secretary McDonel, Mr. Foster and Mr. Scott that a study be made with reference to the possible air conditioning of additional areas in the Kellogg Center, including the guest rooms on the east and west sides of the building. The specific request is to authorize the expenditure of not to exceed \$5000 from Kellogg Center funds to hire a firm of engineers to work with Mr. McDonel, Mr. Foster, and Mr. Scott in the development of a program to be completed over a period of years and paid for out of Kellogg Center funds.

Study of air conditioning in Kellogg Center

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

44. Bids for the addition to the Music Building will be taken on June 22. Some procedure should be provided for letting the contract to the low bidder if it is within the amount of money available without waiting for the next Board meeting.

Bids Music Bldg. Add. to be taken June 22'55

It is suggested that the Board authorize the officers to tabulate the bids and get Board approval by telephone to permit beginning of construction.

Westinghouse Elevator awarded contract for elevator Kellogg Center

45. Bids have been taken for a new elevator for the Kellogg Center. They were as follows:

Westinghouse Elevator Company	\$24,814
Houghton Elevator Company	25,520
Otis Elevator Company	26,862

It is recommended that the contract be awarded to the low bidder, the Westinghouse Elevator Company, for \$24,814. This is substantially below our original estimate.

Portion of stadium seats to be painted

46. It is recommended that a portion of the seats in the football stadium be painted with a plastic material at a total cost of \$12,000, paid for out of Athletic funds.

On motion of Miss Jones, seconded by Mr. Rouse, it was voted to approve item 46.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

47. Lee Carr has prepared a revised code of regulations covering registration, operation, possession, and use of motor vehicles by students, to be effective September 1. This document will be distributed to all members of the Board and to various persons on the campus including Student Government, and will be acted upon at the next Board meeting.

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to approve all Additional Items on which no action appears.

48. Recommendation from Scudder, Stevens and Clark that the following securities held in the Jenison Fund be sold at market value:

15 shares The Flintkote Company no par Common
100 shares F. W. Woolworth Co. \$10 par Capital

On motion of Mr. Mueller, seconded by Mr. Akers, it was voted to authorize the sale of the above-named securities at market value and that Philip J. May, Treasurer, be and is hereby authorized to execute any and all necessary transfers to effectuate and carry out the sale of said securities.

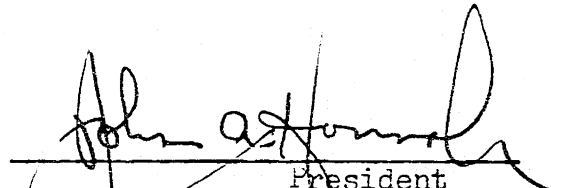
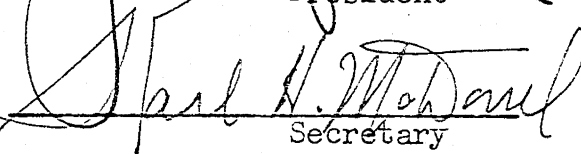
49. Recommendation from Scudder, Stevens and Clark that the following securities held in the Forest H. Akers Trust Fund be sold at market value:

120 Shares S. S. Kresge Company \$10 par Common
100 shares R. J. Reynolds Tobacco Company \$10 par Class B. Common

On motion of Mr. Mueller, seconded by Mr. Akers, it was voted to authorize the sale of the above-named securities at market value and that Philip J. May, Treasurer be and is hereby authorized to execute any and all necessary transfers to effectuate and carry out the sale of said securities.

The meeting adjourned at 12:45 p.m.

The next meeting will be held August 19, 1955.


President

Secretary