

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
March 2, 1949

2703

Present: Mr. Brody (Chairman); Messrs. Armstrong, More, Mueller; Miss Jones; President Hannah, Treasurer May and Secretary McDonel

Absent: Mr. Akers; Dr. Thurston.

The meeting was called to order at 2:00 p.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Travel

Travel

1. Full expenses for a trip made by Forest Evashevski on December 11-14 to Chicago and vicinity to interview prospective students.
2. Full expenses for Alvie L. Smith to go to Chicago on February 23 and 24 to do public relations work for the "Flying Classroom".

Contract for  
tel. & elec.  
conduits, etc  
Shaw Dorm  
let to Hat-  
zel & Buehler

Miscellaneous

1. Accepted the proposal of Hatzel and Buehler for the electric and telephone conduits, cable and transformers to Shaw Dormitory at a total cost of \$27,900 including a fixed fee of \$1500.

NEW BUSINESS

Resignations

Resignations

1. Resignation of Robert Worden, Manager of Concessions, effective February 28, 1949 for personal reasons.
2. Resignation of Ruth A. Berntsen as Nurse at the Health Service, effective March 31, 1949. Miss Berntsen is moving to Minnesota.
3. Resignation of Charlotte Olive Hallberg as Assistant in the Library, effective March 31, 1949. Mrs. Hallberg is moving to Durham, North Carolina.
4. Resignation of Vivan H. Britton as Instructor in Business Administration, effective August 31, 1949.
5. Resignation of Philip H. Ragan as Instructor in Business Administration, effective June 30, 1949, to continue his studies at Harvard University and to accept a lectureship there.
6. Resignation of Esther B. Nadolski as Instructor (Research) in Bacteriology and Public Health, effective March 15, 1949, to accept a position with the U. S. Public Health Service in Grand Rapids.

Leaves

Leaves

1. Leave of absence with pay for C. E. Wildon, Associate Professor of Horticulture, for six months beginning October 1, 1949, to complete his Ph.D. degree at the University of Massachusetts.
2. Leave of absence with pay for Donald Shepard, Assistant Professor of Short Courses, for three months beginning January 20, 1949, because of illness.
3. Leave of absence with pay for H. J. Foster, District Extension Supervisor for the two-week period from June 27 to July 10, 1949, to attend summer school at the University of Wisconsin.
4. Leave of absence without pay for Raymond N. Hatch, Assistant Professor in the Institute of Counseling, Testing, and Guidance, for the period from March 28 to June 6, 1949, to complete course work for his degree at Oregon State College.
5. Leave of absence without pay for Margaret Childs, Instructor in Institution Administration and Assistant at the Union Cafeteria, for one year beginning August 1, 1949. Mrs. Childs will complete requirements for her Master's degree at Michigan State College.
6. Leave of absence without pay for Jane Werden, Instructor in Textiles, Clothing and Related Arts, for one year beginning September 1, 1949. Miss Werden plans to complete work for her doctorate at Pennsylvania State College.
7. Leave of absence without pay for Louis-Philippe Cormier, Instructor in Foreign Languages, for one year beginning September 1, 1949, in order that he may engage in advanced study.
8. Leave of absence with pay for Joshua Slater, Foreman in the Power Plant, for two months during the summer of 1949 so that he may visit his mother in England. Mr. Slater has been employed by the College for nearly 25 years.

2704

NEW BUSINESS, continuedAppointments

## Appointments

1. Appointment of Fred Woolman as Assistant Mechanical Engineer in the Power Plant at a salary of \$3300 per year, effective March 16, 1949. This is a new position.
2. Appointment of Mrs. Betty Lou Jacobson as Assistant in the Library at a salary of \$2400 per year, effective March 16, 1949, to replace Charlotte Hallberg who has resigned.
3. Appointment of John Jett McDow as Instructor in Agricultural Engineering at a salary of \$300 per month, effective from March 16 to June 30, 1949, and paid 1/8 from Experiment Station and 7/8 from College funds. This is a temporary replacement for E. C. Sauve, deceased.
4. Transfer of Harry S. Wilt from Assistant to the Director of Short Courses to Assistant Professor (Research) of Farm Management and a salary increase from \$4000 to \$4300 per year, effective May 1, 1949, and paid from Experiment Station funds. This is a new position.
5. Transfer of Robert F. Carlson from half-time Extension and half-time Experiment Station in Horticulture to full-time Experiment Station at the same salary of \$3750 per year, effective April 1, 1949. His title will be Assistant Professor (Research) of Horticulture. This is a replacement for Irma M. Felber, deceased.
6. Appointment of Alexander Norman Reath, Jr. as Instructor (Extension, Research) in Horticulture at a salary of \$3300 per year, effective April 1, 1949, to replace R. F. Carlson, and paid half from Extension and half from Experiment Station funds.
7. Continuation of Ralph L. Stickle as Assistant in Short Courses at the same salary of \$4500 per year, from April 16 to June 30, 1949. Mr. Stickle's salary is paid from the W. K. Kellogg Short Course Scholarship fund.
8. Appointment of Harold W. Stevenson as Instructor in Business Administration at a salary of \$3400 per year, effective March 1, 1949. This is a new position.
9. Appointment of Donald Arthur Taylor as Instructor in Business Administration at a salary of \$3300 per year, effective March 16, 1949. This is a new position.
10. Appointment of Ward J. McDowell as Instructor in Business Administration at a salary of \$3800 per year, effective September 1, 1949, to replace V. H. Britton who has resigned.
11. Appointment of Stanley E. Bryan as Associate Professor of Business Administration at a salary of \$5200 per year, effective September 1, 1949, to replace P. H. Ragan, who has resigned.
12. Appointment of John M. Fehr as Instructor in Journalism at a salary of \$3400 per year, effective March 28, 1949. This is a new position.
13. Appointment of George R. Sidwell as Lecturer in Public Administration at a salary of \$300 for the period from April 1 to June 30, 1949.
14. Appointment of Guillermo Puntriano as Assistant in Foreign Languages at a salary of \$75 per month, effective February 1, 1949, for as long as necessary. This is a partial replacement of Manuel Diaz-Gutierrez.
15. Appointment of Jose Jorge Fernandez as Assistant in Foreign Languages at a salary of \$75 per month effective February 1, 1949 for as long as necessary. This is a partial replacement of Manuel Diaz-Gutierrez.
16. Appointment of Mark Oliver Kistler as Assistant Professor of Foreign Languages at a salary of \$4000 per year, effective September 1, 1949, to replace Mrs. Ruth Radimersky who has been employed on a temporary basis.
17. Appointment of William Gebhard as Technician in Bacteriology and Public Health at a salary of \$90 per term for the fall, winter and spring terms of 1948-49.

Travel

## Travel

1. Full expenses for Ralph L. Stickle to accompany the "Flying Classroom" to Cleveland, Detroit, Chicago, and St. Louis, on February 20 to March 3; paid from the Flying Classroom account.
2. Full expenses for Donald Cation to attend the Northcentral States Stone Fruit Virus Conference in Chicago on February 25-28; paid from Experiment Station funds.
3. Full expenses for F. G. Miller to go to Lima, Ohio, early in March to visit the silver refining laboratories there, paid from State Smelting and Refining Company funds.
4. Full expenses for Tom King to attend a meeting of alumni in the Toledo area on March 3 and 4.
5. Full expenses for R. W. Luecke to attend a research conference in Cincinnati, Ohio, on March 3-5; paid from Merck & Company funds.
6. An allowance of \$15 for Hugo Munsterberg to go to Cleveland, Ohio, on March 5 and 6 for work in connection with his research project; paid from his All-College Research Grant.

NEW BUSINESS, continuedTravel, continued

7. Railway coach fare for R. G. Lindeborg to attend the North American Wildlife Conference in Washington, D. C., on March 7-9. Travel
8. Travel allowances as follows for staff members to attend a meeting of the North Central Regional Technical Committee for Fruits and Vegetables in Urbana, Illinois, on March 8-9; paid from Experiment Station funds:
  - a. Full expenses for Pauline Paul
  - b. Full expenses for M. E. Cravens
9. Full expenses for W. H. Combs to attend a meeting of the Board of Directors of the Midwest Inter-Library Corporation in Chicago on March 9.
10. Full expenses for Tom King to attend a meeting of the Chicago Alumni Club in Chicago on March 9-12.
11. Railway coach fare for Julia Tear to attend the Midwest Hotel Show in Chicago on March 10 & 11.
12. Full expenses for H. B. Tukey or Roy Marshall to go to Washington, D. C., sometime between March 10 and April 10 to confer on Hope-Flannagan projects; paid from Experiment Station funds.
13. Full expenses for William R. Sur to attend the North Central Divisional Conference of Music Educators National Conference and preside at the Research Council meeting in Davenport, Iowa, on March 16-19. It is understood that Dr. Sur will drive his car and be accompanied by Marie Adler, Mary Frances Bannan, and Martha White.
14. Full expenses for Tom King to attend a meeting of the alumni club in Milwaukee, Wisconsin on March 18 and 19.
15. Full expenses not to exceed \$100 for Allan Tucker to go to New Haven, Connecticut, on March 20, to study at Yale University and to consult with Dr. E. V. Hutchinson in connection with his research project; paid from his All-College Research Grant.
16. Full expenses for Tom King to attend a meeting of alumni in the Rochester, New York area during the week of March 21.
17. Full expenses for L. D. Faunce to go to Madison, Wisconsin, on March 21-27 to visit high schools in Milwaukee and Madison and to attend meetings of the University of Wisconsin Centennial Symposium.
18. Mileage on one car and maintenance expenses for K. J. McCristal and R. W. Webster to attend the Midwest Physical Education Convention in Cleveland, Ohio, on March 22-27.
19. Travel allowances as follows for staff members to attend the meeting of the American Association of Economic Entomologists in Milwaukee, Wisconsin, on March 23-25:
  - a. Railway coach fare for H. L. King and Walter Morofsky.
  - b. Railway coach fare for Franklin Sherman and Ray Huston; paid from Experiment Station funds.
  - c. First-class railway fare for Ray L. Janes; paid from Extension funds. Dr. Janes is an officer of the Association.
20. Full expenses for L. G. Miller to attend the President's Conference on Industrial Safety in Washington, D. C., on March 23-25.
21. Travel allowances as follows for staff members to visit greenhouses in the Chicago area with students on March 24-27:
  - a. Full expenses for C. E. Wildon and Mrs. Wildon. Mrs. Wildon will serve as chaperon for the women students.
  - b. Maintenance expenses for C. H. Sherwood. He will ride with the Wildons in their car.
22. First-class railway fare for Roy Underwood to participate in the Conference of Music Therapists in Chicago on March 24-27.
23. Full expenses for Harold W. Paulsen to attend the Ice Hockey Coaches Association Meeting in Boston, Massachusetts, on March 25 and 26.
24. An allowance of \$200 for F. W. Young to go to Ames, Iowa, Fort Collins, Colorado, Manhattan, Kansas, and Columbia, Missouri, from March 26 to May 1 to study the clinical training of veterinary students at these schools.
25. Full expenses for S. C. Lee to represent the College at the annual meeting of the National Association of Foreign Student Advisers in Cleveland, Ohio, on March 27-31.
26. Full expenses for J. E. Towne to attend the Conference on the Place of the Library in a University in Boston, Massachusetts on March 29-31.
27. Full expenses for C. E. Erickson to speak at the general session of the meeting of the North Central Association in Chicago on March 30 to April 1.
28. Full expenses for W. H. Combs to attend the UNESCO meeting in Cleveland, Ohio, on March 31 to April 2.

NEW BUSINESS, continuedTravel, continued

Travel

29. Travel allowances as follows for staff members to attend the Conference on Freshman Courses in Composition and Communication in Chicago on April 1 and 2:
  - a. First-class railway fare for C. W. Dow. Mr. Dow is on the program.
  - b. Mileage on two cars for eight members of the Written and Spoken English Department.
30. Railway coach fare for S. H. Bartley to attend the annual meeting of the Society of Experimental Psychologists in Evanston, Illinois, on April 1 and 2.
31. Full expenses for H. H. Anderson to attend the annual meeting of the American Orthopsychiatric Association in Chicago on April 2-6. Part of Dr. Anderson's expenses will be paid by the Association.
32. Full expenses for S. E. Crowe, W. H. Combs, P. L. Dressel, and L. C. Emmons to attend the National Conference on Higher Education in Chicago on April 4-7.
33. Full expenses for A. W. Farrall to attend a meeting of the Committee for Sanitary Procedures of the International Association of Milk and Food Sanitarians in New York City on April 5 and 6. Mr. Farrall is a member of this committee.
34. Railway coach fare for Marjorie E. Gesner to attend the annual meeting of the Medieval Academy of America in Toronto, Canada, on April 8 and 9.
35. First-class railway fare for W. R. Fee to attend the annual meeting of the American Academy of Political and Social Science in Philadelphia on April 8 and 9.
36. Full expenses for E. H. Lucas to visit the Eastern Regional Research Laboratory and the Institute for Cancer Research in Philadelphia; the Institute for Cancer Research in New York City; and present a paper before the National Symposium on Recent Advances in Antibiotics Research in Washington, D. C., on April 8-12. This trip was authorized for last September but was postponed.
37. Mileage on one car for Lois Calhoun and staff members of the Anatomy Department to attend the meetings of the American Association of Anatomists in Philadelphia on April 13-15.
38. First-class railway fare for S. C. Lee to participate in the program of the joint meeting of the Middle West Branch of American Oriental Society and the Midwest Section of Society of Biblical Literature in Cincinnati on April 14-16.
39. Travel allowances as follows for members of the staff to attend meetings of the American College Personnel Association and National Vocational Guidance Association in Chicago April 17-22:
  - a. Full expenses for P. L. Dressel to present a paper and serve on a committee.
  - b. Mileage on one car for William Mann and four other members of the Counseling staff.
  - c. Full expenses for C. E. Erickson
  - d. First-class railway fare for W. F. Johnson to participate in the program.
  - e. First-class railway fare for K. G. Nelson to participate in the program.
40. Full expenses for L. G. Miller to attend the Midwest Power Conference in Chicago on April 18-20.
41. Full expenses for Dean Crowe to attend the National Meeting of Deans of Students at Evanston, Illinois, on April 21-23
42. Full expenses for C. M. Hardin to participate in the annual meeting of the Midwestern Dairy Marketing Conference in Madison, Wisconsin, on April 22 and 23; paid from Experiment Station funds.
43. Full expenses for V. R. Gardner and C. M. Hardin to attend the meeting of the North Central Experiment Station Directors in Peoria, Illinois, on April 24-26; paid from Experiment Station funds.
44. Full expenses for R. S. Linton and Kermit Smith to participate in the annual meeting of the American Association of Collegiate Registrars in Columbus, Ohio, on April 25-28.
45. Full expenses for J. H. Denison and W. L. Treaster to attend the annual convention of American College Public Relations Association in Washington, D. C., on April 25- to May 1.
46. First-class railway fare for J. C. Lee to present a paper at the meeting of the American Physical Society in Washington, D. C., on April 27-30.

Degrees  
granted end  
winter term  
1949

Miscellaneous

1. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of winter term 1949. (List is on file in the Secretary's Office and in the Registrar's Office.)



NEW BUSINESS. continuedMiscellaneous, continued

2. Increase in salary for Charles Reed, Instructor (Extension) in Poultry Husbandry, from \$3900 to \$4600 per year, effective April 1, 1949. Increase sal. Chas. Reed
3. Increase in salary for John B. Gartner, Instructor in Short Courses, from \$3400 to \$3700 per year, effective March 1, 1949. Inc. John Gartner.
4. Change in the effective date of the resignation of Randall Ruechelle, Instructor in Written and Spoken English, from August 31, 1949, to March 31, 1949. Change resig. date Ruechelle
5. Cancellation of the action of the Board on February 10 granting an increase of \$600 in the salary of Marvin D. Glock, Assistant Professor of Education. Cancellation of increase for M. Glock
6. Transfer of R. F. Langham, Associate Professor of Animal Pathology, from part-time Experiment Station and part-time College to full-time College at the same salary of \$5700 per year, effective February 1, 1949. R.F. Langham trans. to full-time College.
7. Transfer of H. D. Webster, Instructor in Animal Pathology, from full-time College to full-time Experiment Station at the same salary of \$3800 per year, effective February 1, 1949. H.D. Webster trans. to full-time Exp. Sta.
8. Transfer the position formerly held by E. S. Feenstra from part-time College and part-time Experiment Station to full-time College. Position held by Feenstra full-time Col.
9. Report of the death of Norris W. Wilber, Tuscola County Agricultural Agent, on February 19, 1949. Mr. Wilber had been an employee since August 1, 1938. Report of death Norris Wilber
10. Payment of the following amounts to salaried employees since the last Board meeting:
 

<u>Auditorium</u>		<u>Miscellaneous</u>		<u>Miscellaneous</u>	
Charles Branz	\$18	Mary M. Brown	\$ 4.00	James Huston	\$10.00
W. F. Burt	18	William Christian	29.60	Marjorie Hipley	12.00
L. E. Chapman	18	Ethel Crummer	10.00	Rachel Ludlow	4.00
J. H. Emery	18	H. L. Dahnke	20.00	Noel Miller	5.00
Helen Evans	21	Russell Daubert	14.10	Judson Perkins	30.00
James Huston	18	Dorothy Dietz	9.00	William Pitkin	44.70
Mildred Jeffers	18	Elsie M. Edwards	259.50	James Platt	31.00
Floyd Macklem	18	W. J. Fitch	187.75	Jean VanAken	4.00
Noel Miller	18	L. T. Frymire	3.00	Wayne VanRiper	5.00
Laurence Searl	18	H. L. Hackett	14.80	Ray Yerkie	12.50
Robert Troxell	15	Benjamin Hickok	35.00		
Wayne VanRiper	18				
Clella Weissinger	18				
Neal Whitehead	18				
Ray Yerkie	12				
11. Receipt of a check for \$7 from the Wm. R. Johnson Unit #205 of East Lansing for part of the tuition for a child entering the Spartan Nursery late. Additional payments for salaried employees approved. Accept. \$7 from Wm. R. Johnson Unit #205
12. Receipt of a check for \$20 from the Tuebor Post 193 American Legion of Lansing to be credited to the Spartan Nursery School. Check for \$20 from Am. Legion of Lansing
13. Receipt of a check for \$150 from the Michigan Farm Equipment Association to be credited to the Short Course Scholarship fund. \$150 Farm Equipment Assoc.
14. Receipt of a check for \$1500 from Thomas P. Harney of West Chester, Pennsylvania, to be used to support research work under way by Dr. Wynd in the Botany Department. \$1500 from Thos. Harney
15. Approval of a memorandum of understanding with the Farmers and Manufacturers Beet Sugar Association of Saginaw covering a grant of \$1700 to be used by the Farm Crops Department in a continuation of studies on the influence of different forage crops and forage crop mixtures on stand and production of sugar beets which follow in the rotation. The agreement provides for a graduate fellowship. Memo Understanding Farm. & Mfgs Assoc.
16. Approval of a memorandum of understanding with the Farmers and Manufacturers Beet Sugar Association of Saginaw covering a grant of \$1700 to be used by the Farm Crops Department in a study of the moisture, enzyme and nutrient factors in the germination of sugar beet seed. The agreement provides for a graduate assistantship. Agreement Mich. REA
17. Approval of an agreement between the Michigan REA Safety and Job Training Commission and Michigan State College. Under the terms of the agreement, the College will hire a full-time instructor, who will be headquartered with the Agricultural Engineering Department, and will carry on a training program on Safety and Job-Training of employees of the various Michigan REA organizations and operating companies. The Michigan REA Safety and Job-Training Commission will pay, at half-year intervals, one-half of the regular salary of the training specialist and one-half of his official traveling expenses; the other half will be paid by Michigan State College from funds obtained from the State Board of Control for Vocational Education. Safety and Job Training Com.
18. Recommendation for the reclassification of two Clerk-Typist positions to Clerk II positions in the Registrar's Office. 2 positions Registrar's Office reclassified.
19. Additional Clerk-Typist position in the Department of Business Administration. Add. Cl-Typ. Dept. Bus. Adm.

NEW BUSINESS, continuedMiscellaneous, continued

20. Approval of a memorandum of agreement with the Michigan Foundation Seed Association covering an arrangement that has been worked out for the certification and distribution of seeds of some of our standard crop varieties, and also new varieties being developed at this station and introduced into cultivation. This contract was approved in principle at the January Board meeting.

21. Request for an appropriation of \$1050 for the following uses of the Auditorium and Fairchild Theater during the spring term:

Women's Glee Club Cobcert, Fairchild Theater, April 12. . . . .	\$ 50
Men's Glee Club Concert, Auditorium, April 26 . . . . .	100
Band Concerts, Auditorium (in case of rain only), May 3, 11, 25. . . . .	300
Beethoven Festival, Auditorium, May 9 and 10. . . . .	200
Chorus and Glee Club Festival, Auditorium, May 14. . . . .	100
An appropriation of \$200 is requested for the setup for this affair. . . . .	200
Combined Glee Club Concert, Auditorium (in case of rain only) June 1, 1949. . . . .	200

22. Request that a special appropriation of \$675 from the fees collected for the Hospital Housekeepers' Short Course be made available for the costs of operating the course.

23. Approval of a contract with the Kellogg Company which sets aside the plot of land to be used by the Kellogg Research Farm.

24. Acceptance of a large animal operating table from the Railway Express Agency of Chicago. This table is valued at approximately \$50.

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

ADDITIONAL ITEMSAppointments

1. Appointment of Dr. Clifford M. Hardin as Assistant Dean of Agriculture in charge of the Agricultural Experiment Station, effective July 1, 1949, at a salary of \$8000 per year. Dr. Hardin is at present Assistant Director of the Experiment Station. He has been a member of our staff since December 1, 1944.
2. Appointment of Dr. Lloyd M. Turk as Professor and Head of the Department of Soil Science, effective July 1, 1949, at a salary of \$7000 per year. Dr. Turk has been a member of the Department of Soil Science since January 1, 1932.
3. Appointment of C. W. Muehlberger as Lecturer in Police Administration at no salary from the College, effective March 28, 1949.
4. Appointment of M. June Wilkinson as Home Demonstration Agent in Huron County at a salary of \$3100 per year, effective April 1, 1949. This is a new position.
5. Appointment of Helen Bohman Eschenburg as Nurse at the Health Service at a salary of \$2500 per year, effective April 1, 1949 to replace Ruth Berntsen who has resigned.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the above appointments.

Travel

1. Full expenses for H. J. Wyngarden to attend a meeting of the Research Workshop of Economic Education of the Committee of Economic Development in New York City on March 3 and 4.
2. Full expenses for L. G. Miller to participate in a Symposium on Cooperative Research in Minneapolis, Minnesota, on March 14-16.
3. Full expenses for H. C. Rather to go to Chicago on April 2-7 to speak at a meeting of alumni on April 2, and to attend meetings of the Higher Education Conference on April 4-7.
4. First-class railway fare for George J. Wallace to participate in the annual meeting of the Wilson Ornithological Club in Madison, Wisconsin, on April 21 to 23.

Miscellaneous

1. Receipt of a check for \$200 from Horwath & Horwath of New York City to be used for scholarship purposes.
2. Grant from the Rockefeller Foundation for \$30,000 for studies in Midwestern Life and History during the three-year period beginning July 1, 1949; grants to be made semi-annually upon the receipt of a budget for each year's operation. This study is to be carried on by the School of Science and Arts under the direction of Dean Emmons.
3. Payment of \$175 to Mrs. Margot S. Evans for teaching about three and one-half weeks the German course which Mrs. Leonhardt ordinarily carries. Mrs. Leonhardt was ill during this time.
4. Additional half-time Clerk I position in the Department of Botany and Plant Pathology.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

5. The following proposals have been received for electric conduits and cables necessary to reduce the load on the South Campus electrical loop and provide duplicate service to Demonstration Hall:

	<u>Lump Sum</u>	<u>Fixed Fee</u>	<u>Estimated Cost inc. Fixed Fee</u>
Lansing Electric Motors	\$16,949.62	\$3,169.00	\$16,900.00
Barker-Fowler Electric Co.	23,263.00	2,893.00	22,118.00
Hatzel and Buehler, Inc.	-	1,000.00	16,300.00

It is recommended that the proposal of Hatzel and Buehler be accepted at an estimated cost of \$16,300 which includes a fixed fee of \$1,000.

6. Communications from Professor Foltz and Professor Millar expressing appreciation to the Board for the retirement furloughs granted at the last meeting.
7. Communication from Professor Brandstatter on the results of the collection of perchloric acid.
8. Receipt of a check for \$250 from the Beet Sugar Development Foundation of Fort Collins, Colorado, to be used toward the expenses of making color plates for a special bulletin.
9. Increase in salary for Everett M. Elwood, Assistant Professor (Extension) of Farm Management, from \$4500 to \$4900 per year, effective March 1, 1949.

Hatzel & Buehler given contract for conduits & cables to Dem Hall

Communication from police re: perchloric acid

\$250 from Beet Sugar Dev. Found.

Inc. salary E.M. Elwood

On motion of Miss Jones, seconded by Mr. More, it was voted to approve the Additional Items on which action does not appear.

SPECIAL MISCELLANEOUS

1. Receipt of a check for \$250 from the India Students' Association to be used to create the Gandhi Memorial Library at Michigan State College.

On motion of Mr. Mueller, seconded by Mr. More, it was voted to accept the above-mentioned check from the India Students' Association.

2. It is being proposed to offer a new course in medical mycology. It is recommended that Dean Emmons be authorized to delegate a member of his staff to participate in a special course in this field at Duke University with the understanding that the College pay the travel expenses and the \$50 course fee, the staff member to take care of his own living costs.

\$250 from India students Association

Course in Medical Mycology to be offered.

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

3. The following request is from Comptroller May:

"Confirming our conversation I would like to request approval from the Board for authority to write off shortages of tellers in the cashier's office amounting to \$501.95. These shortages have occurred over a period of two years in the accounts of nine girls who have handled an estimated \$9,000,000.

"As you know, most of the girls employed in this office are student wives. Although each girl is required to reconcile her cash daily, it has not been possible for them to always balance out. Effective February 1, 1949, the Board approved \$10.00 raises for the tellers with the understanding that each would be responsible for future shortages. As a result of this change two of the tellers resigned and have been replaced.

"I would also like approval for the write-off of five checks amounting to \$44.30. This office cashes thousands of checks each term and has experienced considerable difficulty in collecting returned checks. During this school year we have had about five hundred checks returned by the bank.

"In addition to the write-off requested at this time, we are holding seven other checks which we still think can be collected.

"The third item which requires attention is a difference of \$47.31 in the student deposit accounts. All of this difference except for \$8.00 existed prior to the time the present cashier took over. Authority to write off this difference is also requested."

Mr. May's request that shortages be written off approved.

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

4. In preparation for the visit of the committee of the Western Conference, it was thought desirable to put the constitution of our Athletic Council in better form. The following constitution as approved by the Faculty on February 28 includes no departures from the constitution under which the Athletic Council has been operating for twenty years, but it is much briefer and more easily understood document than its predecessor. Its approval is recommended by the Faculty.

4. (Continued)

PROPOSED CONSTITUTION OF THE ATHLETIC COUNCIL

Constitution  
of Athletic  
Council  
approved.

Organization

The following persons shall constitute the Athletic Council:

- The President of the College, or his designated representative
- The Director of Alumni Relations, ex-officio
- The College Treasurer and Comptroller, ex-officio
- The Director of Athletics, ex-officio
- Four members of the College faculty
- Three representatives of the alumni
- Two students, who shall be upperclassmen

The four members of the faculty shall be appointed by the President, subject to the approval of the faculty. Two shall be appointed each year to serve a two-year term. Two of the alumni members shall be appointed to staggered terms of two years each by the Michigan State College Alumni Advisory Council, and the third shall be appointed each year by the Alumni Varsity Club. None of the alumni members shall be an employee of Michigan State College. One of the student members of the Council shall be elected each year by the student Varsity Club, and the other shall be elected each year at the annual spring election from three nominees elected by the Student Council, each to serve one year.

Vacancies occurring during the terms of any of the Council members shall be filled by appointment by the Executive Officer of the appropriate organization.

The term of office of each elective or appointive member of the Council shall begin on July 1 following his selection.

Officers

The officers of the Council shall be a chairman, a vice-chairman, and a secretary. The Chairman and Vice-Chairman shall be elected at the first regular meeting of each academic year and shall take office immediately. The Director of Alumni Relations shall be the Secretary.

Duties of the Council

The duties of the Athletic Council shall be to assist in the Department of Intercollegiate Athletics in maintaining a high level of efficiency in operations, and to insure the maintenance of a rational relationship between intercollegiate athletics and the other activities of Michigan State College, all in order that the best interests of the institution may be served.

Procedures

Regular meetings shall be held during the first month of fall, winter, and spring quarters; special meetings will be on call of the Chairman. The Director of Athletics shall bring before the Athletic Council for its approval all matters pertaining to the administration of intercollegiate athletics, such as monthly financial statements, appointment of coaches, the making of schedules, budgets, eligibility rules, development of the athletic plant, issuance of awards, ticket prices, seating arrangements, etc.

Principal actions and procedures of the Athletic Council shall be reported to the faculty.

In the particular case of appointment or promotions of members of the coaching staffs, recommendations shall proceed from the Director of Athletics through the Athletic Council to the President of the College for consideration in the manner in which other faculty appointments and promotions are considered.

Annual budgets of estimated receipts and expenditures for intercollegiate athletics shall be prepared by the Director of Athletics. These estimates shall be submitted to the Athletic Council for study and approval, and by them shall be relayed to the College Comptroller for consideration and incorporation into the College budget in the same way that the budgets of other departments are processed. All receipts and expenditures shall be subject to the same controls as are other College funds.

On motion of Mr. Armstrong, seconded by Mr. Brody, it was voted to approve the Athletic Council Constitution.

5. Terminal leave with full pay for Dean Dorsey R. Rodney, Dean of the School of Business and Public Service, effective July 1, 1949. Dean Rodney does not come under the college retirement program. At the beginning of this terminal leave, he is to have the title of Dean-Emeritus and effective at the end of this leave, he is to receive an annual pension as though he had been under the retirement program since 1943 or at the rate of \$600 per year.
6. Transfer of Agricultural Economics from the Department of Economics and the School of Science and Arts to the School of Agriculture, effective July 1, 1949, with the understanding that Agricultural Economics and Farm Management are to be combined in one department. Dean Anthony is authorized to seek an outstanding person to head up this new department.
7. Transfer of the Department of Economics, effective July 1, 1949, from the School of Science and Arts to the School of Business and Public Service.

Terminal  
leave approved  
for Dean Rodney - title to  
be Dean-Emeritus.

Dept. Agric.  
Economics  
transferred  
to School of  
Agriculture  
to be combined  
with Farm Mgt.  
Econ. Dept.  
Trans. to  
School of Bus  
and Pub. Serv.



SPECIAL MISCELLANEOUS, continued

8. Appointment of Professor H. J. Wynzarden as Dean of the School of Business and Public Service at a salary of \$10,000 per year, effective July 1, 1949, to replace Dean Rodney on his retirement.
9. Appointment of Charles C. Killingsworth as Professor and Head of the Department of Economics at a salary of \$8,000 per year, effective July 1, 1949.
10. Separate the Department of Political Science from the Department of History and transfer the Department of Political Science from the School of Science and Arts to the School of Business and Public Service where it is to be joined with the Department of Public Administration as a new department to be known as the Department of Political Science and Public Administration. This is to be effective July 1, 1949.
11. Appointment of Dr. Milton M. Muelder, now Assistant Director of the Division of Education and Cultural Relations of our Military Government in Germany, and a member of our staff since December 1, 1935, as Professor and Head of this new department at a salary of \$10,000 per year. Dr. Muelder may not be able to assume this responsibility until September 1, and in that event Professor Combs will continue as Acting Head of the new department from July 1 until September 1. It is understood that Dr. Muelder may have additional responsibilities assigned to him by the President.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve items 5, 6, 7, 8, 9, 10 and 11.

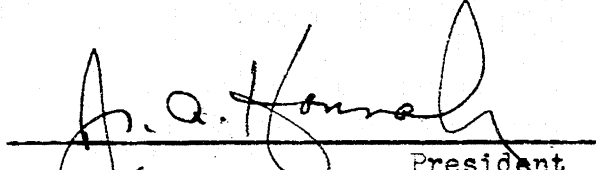
12. Communication from Radio Station WJIM requesting the use of the College Stadium for the evening of July 4 for the display of fireworks for the entertainment of the people of Lansing and Central Michigan with the understanding that there is to be no charge made and that WJIM is to pay for all costs, in preparation for and cleaning up afterwards, adequately protecting the turf, etc.

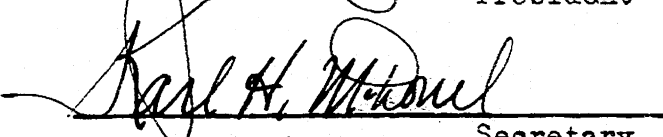
On motion of Miss Jones, seconded by Mr. Mueller, it was voted to authorize the approval of this request providing a contract is prepared by the college attorneys protecting the College against every possibility of loss, liability and hazard and with the understanding that all costs of every kind, including the cost of the preparation of the contract, are borne by WJIM; and provided all arrangements are made with the approval of the State Fire Marshal and provided that the use of the stadium is approved by the Athletic Council.

13. Treasurer May discussed with the Board the preparation of the contract with the Christman Company covering the construction of Shaw Dormitory and the request from Mr. Conrad that the Christman Company be allowed interest on money borrowed to make it possible to take advantage of cash discounts and other matters.

On motion of Mr. Mueller, seconded by Mr. More, it was voted to instruct the officers to prepare the contract in accordance with the usual policies of the Board, not granting Mr. Conrad's request for interest, but including the usual provisions for sharing in savings under the estimated cost.

The Board adjourned at 5:30. It was agreed to hold the next meeting on the regular meeting date, Thursday, April 21st, unless it is necessary to call a special meeting.

  
President

  
Secretary

H.J. Wynzarden appted.  
Dean School  
Bus. & Pub.  
Service  
C.C. Killingsworth appted.  
Head Econ.  
Political Sci.  
separated from  
history and  
combined with  
Pub. Adm.

Milton M.  
Muelder  
appted head  
Pol. Sci. and  
Pub. Adm.

Request from  
WJIM for use  
of stadium  
for fire works  
July 4.

Contract with  
Christman Co.  
for building  
Shaw Dorm to  
be in accordance with  
usual policies  
of Board.