

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE OF THE
STATE BOARD OF AGRICULTURE
March 15, 1957

The meeting of the Finance Committee was held at 10 a.m. in the Board Room.

The following members were present:

Messrs. Baker, Mueller, Rouse, Smith; Dr. Taylor; President Hannah, Treasurer May and Secretary McDonel

Absent: Mr. Akers, Mr. Brody

1. Mr. May distributed the reports of Scudder, Stevens & Clark giving the appraisals of the various University investments as of January 1, 1957, and proposing the basis of payment for their services for the current calendar year.

Finance
Committee
Items

On motion of Mr. Mueller, seconded by Mr. Baker, it was voted to approve the above report of Scudder, Stevens & Clark.

2. Scudder, Stevens & Clark make the following recommendations:

Pension Fund

- a. Lone Star Gas -- 1,000 rights
- b. Southern Company -- purchase 100 rights and, with the 1200 rights to be received plus cash, purchase an additional 100 shares of stock in this company.
- c. Consumers Power Company -- purchase 25 rights and subscribe with the resulting 1125 rights to an additional 75 shares of Consumer Power.

Consolidated Investment Fund

- a. Consumers Power Company -- Sell 160 Consumers Power Company rights since cash is not available for investment.
- b. Southern Company -- sell 300 rights because of unavailability of additional cash for investment.

A. H. and S. A. Case Fund

- a. Consumers Power Company -- sell 200 rights because of the unavailability of additional funds for investment.

Spartan Fund

- a. General Public Utilities -- sell 80 rights since cash is not available.

3. Mr. May reported as follows:

"I have authorized the Detroit Bank and Trust Company to sell Consolidated Edison Company rights which would permit stockholders to subscribe to convertible debentures due February 15, 1972.

"These rights would expire on March 15, 1957. Therefore, it was necessary to act prior to the Board meeting. You will recall that Scudder, Stevens & Clark also recommended sale of rights from this same company."

4. Mr. May reported as follows:

"On the recommendation of Scudder, Stevens & Clark, I have authorized the sale of the following Consolidated Edison rights which would expire on March 15:

110 rights Consolidated Investment Fund
200 rights Jenison Fund
200 rights A. H. and S. A. Case Fund
60 rights Spartan Fund."

5. The Detroit Bank and Trust Company recommend the sale of rights received on Consumers Power Company stock held by the Harry A. Fee Trust. This account holds 240 shares.

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

6. Mr. May discussed with the Board a proposal to invest University investment funds in a mortgage on an office building being built in Lansing by Novakoski and Burgess.

On motion of Mr. Mueller, seconded by Dr. Smith, it was voted^{not} to approve the above proposal.

7. To provide space relief in the Physics-Mathematics Building, it is proposed to make some alterations in Quonset 27 to make it available for the mathematics statistical work, and to put partitions in Room 203 of the Physics-Mathematics Building. These changes are required to provide facilities for the Statistical Center that began operations some months ago. These alterations will require an appropriation of \$4700.

Finance Committee Meeting Minutes, continued:

Finance
Committee
Items

8. It is necessary to provide office space for Dean Taggart and his operations in International programs, for Mr. Idzerda, the new director of the Honors College, and for Mr. Linton, Secretary of the Faculties. It is possible to construct such offices and facilities on the fourth floor of the new Library and in a manner that will conform with the rest of the building for a total cost of \$22,900. It is recommended that an appropriation be made for this purpose.

On motion of Mr. Mueller, seconded by Dr. Smith, it was voted to approve items 7 and 8 with the understanding that in item 8, the work is to be done to conform to the original plans where this area is to be used for seminar rooms. Any interior partitions to fit these areas for this use should be of a temporary type and preferably removable metal, if the costs are not too much higher than for permanently fixed partitions.

Purchase of
Lucas land

9. Mr. Hacker has obtained a listing of 1 acre of land owned by Robert and Norma Lucas which is contiguous to the University golf course at a price of \$1200. This is located in the Forest Road area. This is to be charged to Athletics.

Purchase
of addition-
al land from
Christmases

10. The Board at its meeting in February approved the purchase of 2.32 acres of land owned by Ronald and Marilyn Christmas at a price of \$2700. Since this action was taken, the Christmases have agreed to sell an additional acre, making 3.32 acres at a total price of \$3600. Since this land is contiguous to the golf course and squares out a parcel of land, purchase of the additional acre is recommended. This is to be charged to Athletics.

Purchase of
Greenfield
property

11. At its meeting on November 9, 1956, the Board approved the purchase of the W. F. Greenfield property located on Hagadorn Road at a price of \$16,500. Mr. Hacker had been assured by another broker that the property could be purchased at this price. This the broker was unable to do, and he was finally able to obtain a listing at \$18,500. The University made an offer of \$16,500 which has been refused. Mr. Hacker has a counter offer to sell for \$17,950. There is a house double garage, and $1\frac{1}{2}$ acres of land. It is recommended that the Board authorize the purchase of this property for \$17,950 in the same manner as the other property in this section.

On motion of Mr. Rouse, seconded by Mr. Mueller, it was voted to approve items 9, 10 and 11.

Agreement
with Swanson
Architect
for Meadow-
brook.

12. Mr. Varner and Mr. May discussed with the Board negotiations with Mr. Swanson, architect, with reference to the planning for the Oakland County Branch.

On motion of Mr. Mueller, seconded by Mr. Baker, it was voted to approve an agreement with Swanson Associates for the developmental work at Meadowbrook at a fee of \$25,000 to cover the items specially covered in the contract. Mr. Swanson is also to be hired as architect for the first building at a fee of 5% of the cost.

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
March 15, 1957

Present: Mr. Baker, Mueller, Rouse, Smith; Dr. Taylor; President, Treasurer May and Secretary McDonel

Absent: Mr. Akers, Mr. Brody

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

The minutes of the previous meeting were approved.

Approval of
Report of
Finance
Committee.SPECIAL MISCELLANEOUS

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

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

Mech. Engr.
Bldg. bids to
be extended
30 days.

2. Review of the situation with reference to the bids for the Mechanical Engineering Building that were taken on February 13, 1957, and will expire today.

After discussion, on motion of Mr. Rouse, seconded by Mr. Baker, it was voted to request the low bidders to extend the effective date of their bids for at least 30 days and possibly 60 days with the understanding that the Board will return the certified checks to the bidders.

Appt. Roy
Clifford
changed to
Sept. 1'57

PRESIDENT'S REPORT

1. Change in the effective date of the appointment of Roy Clifford as Assistant Professor of Sociology and Anthropology from February 1, 1957, to September 1, 1957.
2. Approved the following relative to the status of Waldo F. Keller, Instructor in Surgery and Medicine, who has been on military leave since July 1, 1954:
 - a. Reinstatement of Dr. Keller, effective January 28, 1957.
 - b. Change from full-time in Surgery and Medicine to half-time in Anatomy at a salary of \$250 per month, effective from January 28 to June 19, 1957.
 - c. No pay from Michigan State University from June 20 to June 30, 1957.
 - d. Return to full-time Instructor in Surgery and Medicine, effective July 1, 1957.

Reinstatement
Waldo Keller

NEW BUSINESS

Resignations and Terminations

Resignations

1. James F. Thar, 4-H Club Agent in Van Buren County, February 28, 1957 to devote full time to the operation of his farm.
2. Vernon R. Tessier, Assistant in Accounting, March 31, 1957 for military service.
3. Lowell E. Mondon, Instructor in Accounting March 31, 1957 to accept a position in Federal Civil Service.
4. Margery Ross, Assistant Professor of Social Work, April 30, 1957 for health reasons.
5. Reginald G. Nash, Instructor in Natural Science, April 30, 1957 to study for his Ph.d.

Leaves--Sabbatical

Leaves

1. Guy E. Timmons, Assistant Professor of Vocational Education with full pay from January 1, 1958 to June 30, 1958 for travel and writing in the United States.
2. Lawrence Babb, Professor of English with full pay from October 1, 1957 to December 31, 1957, for study and writing.

Leaves--Health

1. Ralph Trafelet, County Agricultural Agent Alpena County, with full pay from January 7, 1957 to March 31, 1957.
2. Edward A. Gee, Professor and Head of Accounting, with full pay from March 1, 1957 to June 30, 1957.

Leaves--Military

1. William L. Bortel, 4-H Club Agent in Livingston County without pay from March 16, 1957 to June 30, 1958.

Leaves--Other

1. Charles M. Winston, Instructor in Social Science without pay from April 1, 1957 to June 30, 1957 to complete his Phd.

Appointments

Appointments

1. Ruth Alice Lord, Home Demonstration Agent, Lenawee County, at a salary of \$4800 per year on a 12-month basis effective March 1, 1957.
2. Bonnie Mae Hamlin, Home Demonstration Agent, Cheboygan County, at a salary of \$4800 per year on a 12-month basis effective April 1, 1957.
3. Jonathan W. Wright, Associate Professor of Forestry at a salary of \$11,000 on a 12-month basis effective July 1, 1957.
4. William H. Pipes, Assistant Professor of Communication Skills at a salary of \$6500 per year on a 10-month basis effective September 1, 1957.
5. James Earl Brown, Instructor in Accounting at a salary of \$250 per month effective from April 1, 1957 to June 30, 1957.
6. William Leonard Ferrara, Instructor in Accounting at a salary of \$5300 per year on a 10-month basis effective September 1, 1957.
7. Boris Pesek, Assistant Professor of Economics at a salary of \$6000 per year on a 10-month basis effective September 1, 1957.
8. William K. Harmon, Lecturer, in General Business, at a salary of \$135 per month from April 1, 1957 to June 30, 1957.
9. Mary Waller, Consultant in Hotel, Restaurant and Institutional Management and Continuing Education at a salary of \$1000 for the period April 1, 1957 to May 23, 1957.

NEW BUSINESS, continued

Appointments

Appointments, continued

10. Ralph D. Wilson, Associate Professor of Hotel, Restaurant and Institutional Management at a salary of \$9500 per year on a 10-month basis effective September 1, 1957.
11. Patricia A. Millar, Lecturer in Social Work at a salary of \$325 for the period April 1, 1957 to June 30, 1957.
12. Ruth T. Koehler, Lecturer in Social Work at a salary of \$350 for the period April 1, 1957 to June 30, 1957.
13. Ethel Ballam, Lecturer in Social Work at a salary of \$325 for the period April 1, 1957 to June 30, 1957.
14. Frank T. Lewis, Instructor in Speech at a salary of \$4600 per year on a 10-month basis effective September 1, 1957 to August 31, 1958.
15. Owen B. Middleton, Instructor in Teacher Education at a salary of \$7000 per year on a 12-month basis effective September 1, 1957.
16. Maydean Nash, Instructor in Teacher Education at a salary of \$480 per month effective April 1, 1957 to June 30, 1957.
17. Helena Norton, Instructor in Teacher Education at a salary of \$400 for the period April 1, 1957 to June 30, 1957.
18. C. Quentin Ford, Instructor in Mechanical Engineering at a salary of \$2600 per year on a 10-month basis September 1, 1957 to August 31, 1958.
19. Richard Clair Lane, Instructor in Mechanical Engineering at a salary of \$2234 for the period April 1, 1957 to June 30, 1957.
20. Richard Clair Lane, Assistant Professor of Mechanical Engineering at a salary of \$6800 per year on a 12-month basis effective September 1, 1957.
21. Lloyd G. Ritzema, Instructor in Mechanical Engineering at a salary of \$5300 per year on a 10-month basis effective August 16, 1957.
22. Mary Louise Bell, Assistant Professor of Textiles, Clothing and Related Arts at a salary of \$5500 per year on a 10-month basis effective September 1, 1957 to August 31, 1958.
23. Tomi Hiram Cheng, Instructor in Textiles, Clothing and Related Arts and Continuing Education at a salary of \$1200 for the period April 1, 1957 to June 30, 1957.
24. Norrine Bennett, Consultant in Textiles, Clothing and Related Arts and Continuing Education at a salary of \$400 for the period April 1, 1957 to May 23, 1957.
25. Abraham Rattner, Artist in Residence, at a salary of \$4000 for the period April 1, 1957 to June 30, 1957.
26. Donna Diamond, Instructor in Art at a salary of \$1400 for the period April 1, 1957 to June 30, 1957.
27. Rita Fiszek, Instructor in Music at a salary of \$5600 per year on a 10-month basis effective September 1, 1957.
28. Pauline Edkin, Instructor in Music at a salary of \$900 for the period February 25, 1957 to June 19, 1957.
29. Joseph J. Waldemeier, Instructor in English at a salary of \$5000 per year on a 10-month basis effective September 1, 1957 to August 31, 1958.
30. Edith W. Fischer, Instructor in Foreign Languages at a salary of \$250 per month from April 1, 1957 to June 30, 1957.
31. Robert D. MacKenzie, Instructor (Res.) in Chemistry at a salary of \$450 per month, effective March 1, 1957 to August 31, 1957.
32. Douglas Weir Hall, Assistant Professor of Mathematics at a salary of \$5400 per year on a 10-month basis effective September 1, 1957.
33. John E. Jordan, Lecturer in Psychology at a salary of \$500 for the period April 1, 1957 to June 30, 1957.
34. Donald W. Olmsted, Assistant Professor of Sociology and Anthropology at a salary of \$7000 per year on a 10-month basis effective September 1, 1957.
35. Royal Louis Fraedrich, Assistant Extension Publications Editor, Information Services, at a salary of \$5700 per year on a 12-month basis effective April 1, 1957.
36. Jeanette Donker-Voet, Instructor (Res.) in Microbiology and Public Health at no salary from the University effective from September 1, 1957 to June 30, 1958.

NEW BUSINESS, continuedAppointments, continued

37. Mary M. Downs, Administrative Assistant, Vietnam Project, at a salary of \$4300 per year on a 12-month basis effective February 26, 1957.
38. Mary Marjorie Lindholm, Specialist, Vietnam Project at a salary of \$5100 per year on a 12-month basis effective May 9, 1957 to June 30, 1957.
39. Richard W. Rogers, Assistant Deputy Adviser, Vietnam Project, at a salary of \$10,625 on a 12-month basis effective May 1, 1957 to May 8, 1957.
40. Lyman M. Rundlett, Communications Expert, Vietnam Project, at a salary of \$11,500 per year on a 12-month basis effective March 4, 1957 to March 3, 1959.
41. Henry J. Oosting, Professor of Botany and Plant Pathology at a salary of \$1500 for the Summer School period June 24, 1957 to August 2, 1957.

Transfers

1. Gerald W. Davis from 4-H Club Agent at Large to 4-H Club Agent in Van Buren County at the same salary effective March 11, 1957.
2. Simo Pynnönen, Assistant Agricultural Agent in Gratiot County to County Agricultural Agent in St. Clair County at an increase in salary to \$7000 per year effective March 1, 1957.
3. Isobel Blyth, Assistant Professor of Communication Skills to Assistant Professor of Mathematics at a salary of \$6450 per year effective September 1, 1957.
4. G. Marian Kinget, Associate Professor of Psychology to Associate Professor of Psychology and Counseling Center at the same salary effective April 1, 1957.

Miscellaneous

1. Recommendation that Edward Pfau, Assistant Professor of Continuing Education, be granted tenure, effective March 1, 1957.
2. Change in title of Ernest O. Melby from Distinguished Visiting Professor to Distinguished Professor of Education, effective April 1, 1957.
3. Change Ralph Smuckler from Associate Professor of Political Science to Assistant Dean of International Programs with a salary change from \$7000 per year on a 10-month basis to \$9500 per year on a 12-month basis, effective March 16, 1957.
4. Assignment of John R. Kirk, Assistant Professor of Communication Skills, one-fourth time in Philosophy from April 1 to June 30, 1957, with one-fourth of his salary to be paid from Philosophy Department funds for this period.
5. Change in the effective date of the appointment of Dale A. Henning, Associate Professor assigned to the Brazil project, from March 23 to March 15, 1957.
6. Reassignment of the following staff members to the project in Vietnam as follows:
 - a. Henrietta Alubowicz at a salary of \$6525 per year, effective from August 22 to August 28, 1957.
 - b. Richard W. Lindholm at a salary of \$14,100 per year, effective from May 9 to June 30, 1957.
 - c. Frederic R. Wickert at a salary of \$11,767 per year, effective from June 13 to August 31, 1957.
7. Recommendation from the Retirement Committee for the retirement of Frank R. Theroux, Professor of Civil Engineering, at a salary of \$3000 per year, effective July 1, 1957. Mr. Theroux was born on January 27, 1891, and has been employed by the University since September 1, 1929.
8. Report of the death of Clarence Dahlman on March 4, 1957. Mr. Dahlman was born on December 11, 1907, and has been employed in the Stores Department since March 13, 1951. He has been on leave with pay since January 19, 1957, for health reasons.
9. Recommendation that the widow of Clarence Dahlman continue to receive his pay until May 31, 1957.
10. Recommendations as follows from the Director of Personnel:
 - a. Establishment of a Chemist (Ag) IV position in Agricultural Chemistry, paid from Experiment Station Funds.
 - b. Reclassification of a Clerk-Stenographer I to a Secretary-Departmental I position in Dairy. This is position 303.
 - c. Reclassification of a half-time Clerk-Stenographer I to a half-time Secretary-Departmental I position in Home Economics and Continuing Education. This is position 306 and is paid from Continuing Education funds, 11-5611.
11. Supplemental appropriation of \$5,000 for the School of Advanced Graduate Studies to cover the cost of printing the 1957 Graduate Study Catalog.
12. Supplemental appropriation of \$5000 for the Library to cover the purchase of books for the Continuing Education centers at Traverse City, Benton Harbor and Grand Rapids.

Appointments

Transfers

Edward Pfau
granted
tenure effective Mar. 1, 1957E.O. Melby to
be Dist. Prof
of Educ.R. Smuckler to
be Asst. Dean
Int. ProgramsJohn R. Kirk
assigned 1/4
time Philos.Ch. effec. date
Dale Henning
to Mar. 15 '57Reassignment
Vietnam proj:
H. AlubowiczR. Lindholm
F. WickertRetirement of
Frank R.
Theroux July 1
1957Report of
death of
Clarence Dahl-
manWidow to re-
ceive pay to
May 31 '57Estab. Chem. IV
Ag. Chem.Cl-St I recl.
to Sec-Dept. I
position
1/2 time Cl-St I
pos. recl. to
1/2 Sec-Dept. IAdd. approp
\$5000 for
Grad. Studies\$5000 approp
Library for
books for Cont
Ed. Centers

NEW BUSINESS, (continued)

Miscellaneous, continued

- \$1000 approp for Scholar-ship office
- \$500 approp. for labor bud- get of Housing
- Contract for steam line vicinity Shaw Hall to Coop. Apts. let to Farrington Co.
13. Supplemental appropriation of \$1000 for the supplies and services budget of the Scholarship Office.
 14. Supplemental appropriation of \$500 for the labor budget of the Housing Office.
 15. Bids were taken on February 28 for a steam line from the vicinity of Shaw Hall to the Cooperative Apartments, as follows:

Farrington Company	\$71,554
Spitzley Heating Company	75,635
J. A. Dart Company	79,200
Shaw-Winkler, Incorporated	84,358
Branz, Diehl & Lohman	85,500
Dard, Incorporated	91,620

It is recommended that the low bid of \$71,554 by the Farrington Company be accepted.

16. Bids were taken on February 21 for a Swine Research Building, as follows:

<u>General Contractor</u>	
Perron Construction Company	12,083
Hanel-Vance	12,800
Bennett	12,875
Summitt	12,900
Nordstrom-Myers	13,125
Hausman	13,405
Vandenburg	13,553

<u>Mechanical Contractor</u>	
Dard Incorporated	2,700
Hoxie Plumbing	2,960
Spitzley	4,343
Cole & Lowery	4,625
Shaw-Winkler	4,751
Branz, Diehl & Lohman	5,550
J. A. Dart	5,827

<u>Electrical Contractor</u>	
Reed-Tyler	1,900
Central Electric	2,059
Root Electric	2,223
Hayes Electric	2,400

It is recommended that the low bid in each case be accepted--Perron Construction Company, \$12,083; Dard Incorporated, \$2,700; and Reed-Tyler, \$1,900; for a total cost of \$16,683, charged to Experiment Station funds.

Gifts and Grants

Gifts and Grants

1. Gift of a Scru-feeder and silage bunk valued at \$316.35 from the Railoc Company, Inc. of Plainfield, Illinois, to be used in Agricultural Engineering.
2. Gift of 2 adapters, 2 snap rings, 2 bearings, 2 seals, and 2 seal seats from the Hydreco Division of the New York Air Brake Company of Cleveland, Ohio, to be used in Agricultural Engineering.
3. Stock certificates from Aeromotor Company of Chicago for 8 shares of each of the following stocks:

	Value	
Inland Steel Company	\$664	
Square "D	238	
Standard Oil California	364	
Standard Oil Ohio	400	
Texas Company	478	
Union Pacific	228	
U. S. Steel	478	\$2850
4. Grants as follows to be used for scholarship and loan fund purposes:
 - a. \$5500 from Consumers Power Company of Jackson to continue the previously established Consumers Power Company Scholarships.
 - b. \$250 from Homelite Company of Port Chester, New York, to continue the Homelite Scholarship for a student in Forestry.
 - c. \$500 from C. A. Conklin Truck Line, Inc., of Toledo, Ohio, to continue the J. L. Keeshin Scholarship for an entering student from the area served by the Conklin Truck Line, Inc.
 - d. \$500 from the Stone Container Corporation of Chicago to continue the scholarship for students enrolled in packaging technology.
 - e. \$500 from the Michigan Asphalt Paving Association of Lansing to continue the Dan Humphries Scholarship for students enrolled in Civil Engineering.
 - f. \$232 from the employees and directors of the Michigan Farm Bureau and \$25 from Dr. Frederick Swartz to establish the Mr. and Mrs. Clark L. Brody Scholarship Fund.
 - g. \$201 from the Manistee County Alumni Club to establish the George W. Stege Memorial Scholarship to be awarded to a qualified student from one of Manistee County's high schools for the year 1957-58.
 - h. \$681.50 from various donors in the lumber and building industry to be used for loans for needy students in the residential building and lumber and building materials merchandising curricula.

NEW BUSINESS, continued

Miscellaneous, continued

Gifts and
Grants

- 5. Grant of \$200 from the General Foods Corporation of White Plains, New York, to be used under the direction of R. G. Mawby for 4-H Club awards in the food preparation program for 1956.
- 6. Grant of \$200 from the J. R. Watkins Company of Winona, Minnesota, to be used under the direction of R. G. Mawby for 4-H Club awards to the outstanding boy and girl in 1957.
- 7. Renewal of a memorandum of agreement with the Research Division of the American Cyanamid Company of Pearl River, New York, covering a grant of \$2000 to be used under the direction of R. W. Luecke in Agricultural Chemistry in swine nutrition under the direction of R. W. Luecke in Agricultural Chemistry in swine nutrition research.
- 9. Renewal of a memorandum of agreement with the Michigan Association of Silo Manufacturers of Oxford covering a grant of \$400 to be used under the direction of A. W. Farrall in Agricultural Engineering in an investigation of silage feeding facilities.
- 10. Approval of a memorandum of agreement with the Farmers and Manufacturers Beet Sugar Association of Saginaw covering a grant of \$70,000 to be used under the direction of A. W. Farrall in Agricultural Engineering, W. B. Drew in Botany, K. T. Payne in Farm Crops, and R. L. Cook in Soil Science in studies of sugar beet mechanization. The agreement provides for \$14,000 on February 1 of each year for five years and may be terminated at the end of any year by mutual agreement.
- 11. Grant of \$5,000 from F. B. Davis, Jr. of Yemassee, South Carolina, to be used under the direction of R. H. Nelson in Animal Husbandry to purchase breeding stock in the Bray's Island Angus sale.
- 12. Renewal of a memorandum of agreement with the Northern Ohio Sugar Company of Denver, Colorado, covering a grant of \$500 to be used under the direction of H. L. Kohls in Farm Crops in a study of improvement of sugar beet varieties.
- 13. Renewal of a memorandum of agreement with the Sloan-Kettering Institute for Cancer Research of New York City covering a grant of \$2,000 to be used under the direction of E. H. Lucas and H. B. Tukey in Horticulture in a study of environmental conditions required for optimum production of a tumor-inhibiting principle in *Calvatia maxima*.
- 14. Grant of \$215 from the National Association of Educational Broadcasters of Urbana, Illinois, to be used under the direction of J. B. Tintera in Administrative and Educational Services to determine which matched group of controlled situation students will utilize material presented primarily by sight, sound, and in regular classroom presentation.
- 15. Renewal of a memorandum of agreement with the Tennessee Corporation of College Park, Georgia, covering a grant of \$700 to be used under the direction of Ray Nelson and M. C. Strong in Botany in investigations of the effects of copper and organic fungicides on crops under conditions in Michigan.
- 16. Approval of a memorandum of agreement with the Michigan Chemical Corporation of St. Louis covering a grant of \$750 to be used under the direction of J. A. Knierim in Entomology in a comparison of nematocidal chemicals.
- 17. Renewal of a memorandum of agreement with the Velsicol Chemical Corporation of Chicago covering a grant of \$1200 to be used under the direction of Ray Hutson and Gordon Guyer in Entomology in studies on insect control.
- 18. Approval of a memorandum of agreement with The Squibb Institute for Medical Research of New Brunswick, New Jersey, covering a grant of \$4000 to be used under the direction of A. R. Drury in Surgery and Medicine to institute basic studies in regard to cause, transmission, and treatment of mycotic mastitis in bovine.
- 19. Grant of \$1,773.73 from The Lincoln Telephone and Telegraph Company of Lincoln, Nebraska, to be used under the direction of W. P. Smith and H. R. Neville in Continuing Education to develop engineer management programs for telephone engineers.

Report for Board Members

Approval of
Alteration
and Improve-
ment items

- 1. The following alteration and improvement items have been approved since the last Board meeting and the costs charged to Alterations and Improvements 1956-57:
 - a. Improvement rooms 16, 17, 18, Ward A, Wells Hall \$1,150
 - b. Install rubber bumpers on chairs and chair rail, Animal Husbandry Department 725
 - c. Install rubber bumpers on chairs and chair rail, Dairy Department 1,200
 - d. Alterations room 58, 59, Kellogg Center 260
 - e. Improve Lighting room 20, Ward A. Wells Hall 120
 - f. Improve lighting room 221, Agricultural Hall 240
 - g. Improve lighting and new ceiling, room 106, Music Practice Building 210
 - Total \$3,905
- 2. Additional payments to salaried employees, as per list on file.

Additional
salaries to
salaried
employees

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

ADDITIONAL ITEMS

Resignations and Terminations

Resignations

1. Edward Silverman, Assistant Professor of Mathematics, August 31, 1957, to accept an appointment at Purdue University.
2. Robert E. Irwin, Instructor in Speech, March 31, 1957.

Appointments

Appointments

1. Robert H. Wiebe, Instructor in Humanities at a salary of \$5000 per year on a 10-month basis effective September 1, 1957.
2. Marilyn E. Middleton, Assistant (Res.) in the Bureau of Educational Research at a salary of \$642 for the period March 16, 1957 to June 30, 1957.
3. John Clarence Roy, Assistant (Res.) in the Bureau of Educational Research at a salary of \$550 for the period April 1, 1957 to June 30, 1957.
4. Lawrence H. Anderson, Assistant Professor of Teacher Education, at a salary of \$7500 per year on a 12-month basis effective September 1, 1957.
5. Armin Watkins, Assistant Professor of Music, at a salary of \$6000 per year effective September 1, 1957 to August 31, 1958.
6. Helen E. Brooks, Instructor in English at a salary of \$5000 per year on a 10-month basis effective from September 1, 1957 to August 31, 1958, and paid from Continuing Education funds.
7. Barbara Estelle Shenfield, Consultant, Labor and Industrial Relations Center at a salary of \$450 for the period effective March 25, 1957 to April 13, 1957.

Sal. inc.
Gwendolyn
Norrell

Salary Changes

Term. leave
Dr. Turk

1. Gwendolyn Norrell, Assistant Professor, Counseling Center, from \$6100 per year to \$6600, Apr. 1, 1957.

Miscellaneous

Ch. title
Floyd Reeves
Dist. Prof. Ed.

1. Termination of health leave for L. M. Turk, Director of the Agricultural Experiment Station, on March 3, 1957.
2. Change in title of Floyd W. Reeves from Professor of Administrative and Educational Services to Distinguished Professor of Education, effective April 1, 1957. Dr. Reeves is also Consultant to the President.
3. Designation of James D. Edwards, Associate Professor of Accounting, as Acting Head of the Department of Accounting, effective March 1, 1957.
4. Payment of an additional \$492 to Harold C. Knox, Instructor in Communication Skills, for the period from April 1 to June 30, 1957. Mr. Knox is employed on a three-quarter time basis in Communication Skills and in addition will teach one course in Journalism. The additional salary of \$492 is to be transferred from the School of Journalism to the Communication Skills budget.
5. Professor Roy Underwood, long-time Head of the Department of Music, has developed arthritis to the point where his physician recommends that he be relieved from the headship of the Department. Professor Underwood will continue to teach and carry other assignments. It is recommended that Professor Underwood's request be granted, that his title be changed from Professor and Head of the Department of Music to Professor of Music, effective September 1, 1957, and that his salary remain at the present level of \$14,550 per year.

J.D. Edwards
appted. Act.
Hd. Account.
Add. \$492 pd
H.C. Knox.

Roy Underwood
to be relieved
headship Music
Dept.

Ch. salary
source Leo
Schnore

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

Ch. salary
source for
Jack Priess

6. Change in salary source of Leo F. Schnore, Assistant Professor of Sociology and Anthropology, from 100% General Funds to 50% General Funds and 50% Highway Traffic Safety Center, effective January 1, 1957.
7. Change in salary source of Jack J. Preiss, Assistant Professor of Sociology and Anthropology, from 100% General Funds to 50% General Funds and 50% Highway Traffic Safety Center, effective January 1, 1957.

Report of death
Mr. and Mrs.
J.M. DeHaan

8. Report of the death of John M. DeHaan and Mrs. DeHaan in an automobile accident on March 11, 1957. Professor DeHaan was born on December 28, 1897, was first employed by the University on September 1, 1925, and was Professor of Philosophy at the time of his death.

Report of
death Thurlow
Williams

9. Report of the death of Thurlow C. Williams, an employee in the Plumbing Department of Buildings and Utilities, on March 12, 1957. Mr. Williams was born on August 7, 1902, and had been employed by the University since September 5, 1944. He had been on sick leave without pay since February 15, 1957.

Approval of
program in
Literature &
Fine Arts

10. It is recommended that the following recommendations from Vice President Hamilton and Dean Muelder be approved to be effective July 1, 1957:

In order to strengthen the program of literature and fine arts, it is the consensus of the present staff of Literature and Fine Arts, the Division directors of Fine Arts and Language and Literature, as well as the respective departments that the present program should be carried out by having the art, music, and literature activities assigned directly to the Departments of Art, Music, and English. Extensive discussions have been held with the major interested parties.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

10. Literature and Fine Arts Program, continued:

In order to translate the above proposal into a specific program of action, Professor Underwood, Professor Nye, and Dean Muelder have agreed to the following to be effective July 1, 1957:

- a. The present courses of the Literature and Fine Arts program should be transferred as follows:

- (1) Introduction to Literature 371--Transfer to Department of English as Introduction to Literature 271
- (2) Introduction to Music 372--Transfer to Department of Music as Introduction to Music 272
- (3) Introduction to Art 373--Transfer to Department of Art as Introduction to Art 273

- b. Personnel presently on the staff are to be transferred as follows:

Associate Professor Paul Love--full time to the Art Department (position 2)
 Associate Professor Hans Nathan--full time to the Music Department (position 3)
 Assistant Professor Charles D. Cuttler--full time to the Art Department (position 5)
 Instructor David Loshak--full time to the Art Department (position 6)
 Secretary-Departmental II Ann Aranguren--full time to Division Director Roy Underwood (position 301)

- c. Transfer of salaries of unfilled positions as follows:

Position 1, \$9,350, to the Music Department
 Position 4, \$6,850, to the English Department

- d. The present labor, services and supplies, and equipment budgets are to be assigned as follows:

Labor 11-3242--\$1,500
 \$500 to the Music Department labor budget
 \$500 to the Art Department labor budget
 \$500 to the Division Director of Fine Arts
 Services and Supplies 11-3243--\$2,100
 \$600 to the Music Department budget
 \$600 to the Art Department Budget
 \$450 to the Fine Arts Division Director's budget
 \$450 to the Language and Literature Division Director's budget

Equipment 11-3244--\$400
 \$180 to the English Department Budget
 \$110 to the Music Department budget
 \$110 to the Art Department budget

- e. The present space used for the Literature and Fine Arts program will continue to be so assigned.

- f. The responsibility for the administrative continuity for the literature and fine arts program will be assigned to the Division Director of Fine Arts who will operate this program in consultation with the Division Director for Language and Literature.

11. Establishment of an IBM Technician II position in the Tabulating Department paid from account 11-2591.

12. It is proposed to purchase the Beaudette collection of rare books on veterinary medicine for a total of \$5000. The funds for this purchase are to come from \$2,000 of Alumni Development Funds made available for the current year to the Library, \$1,000 of Alumni Development Funds made available for the current year to the Thorp Library, and \$2,000 to be charged against the Alumni Development Fund collections for the current year. The Alumni Development Fund is raising a special fund from alumni veterinarians and others for this purpose.

On motion of Dr. Smith, seconded by Mr. Rouse, it was voted to approve item 12.

13. Request for a supplemental appropriation of \$1,570 for the budget for the MSU Reporter.

14. Request for a supplemental appropriation of \$600 for the labor budget of the Botany Department.

15. Mr. May recommends a supplemental appropriation for the Development activities of the Alumni Office in the amount of \$6,000.

On motion of Mr. Baker, seconded by Mr. Mueller, it was voted to approve items 13, 14 and 15.

16. Bids were taken on the building to house the Turbine-Generator Unit 1 of the Power Plant as follows:

	Base Bid	Option 1	Option 2	Total
Reniger Construction Co.	\$571,000	\$66,500	\$4,500	\$642,000
Lathrop Construction Co.	580,580	58,000	6,000	644,580
Christman Co.	597,400	67,900	3,100	668,400
Summit Construction Co.	594,486	76,000	6,000	676,486

It is recommended that the Board authorize letting this contract to the low bidder, the Reniger Construction Company, subject to the approval of the State Building Division.

Program in
Literature
and Fine Arts

Estab. Tech.
II position
Tabulating
Dept.

Beaudette
collection
rare book on
vet. med.
to be pur-
chased.

\$1570 approp
for M.S.U.
Reporter

\$600 approp
for labor
budget of
Botany Dept.

\$6000 approp.
Alumni Office

Bid let to
Reniger on
bldg to house
Turbine-Gener-
ator Unit 1

ADDITIONAL ITEMS, continuedMiscellaneous, continued

16. Turbine-Generator bids, continued:

On motion of Mr. Rouse, seconded by Mr. Baker, it was voted to approve letting the above contract to the low bidder, Reniger Construction Company at \$642,000, subject to the approval of the State Building Division. The officers are instructed to point out to the Building Division the desirability of accepting the two options in the interest of long-term economy. The Board hopes that it will not be necessary to omit either of them.

17. Bids were taken on March 1 for the fence around the golf course, as follows:

Cyclone Fence Co.	\$13,797.80
Allen Fence Co.	15,899.21
Evans Sales & Service	16,617.92
Continental Fence Co.	19,095.00
Spartan Asphalt Paving Co.	21,822.51

It is recommended that the contract be awarded to the low bidder, the Cyclone Fence Company, for the 6-foot chain link fence at a total cost of \$13,797.80. This bid is within the estimate and is to be charged to the golf course project.

On motion of Mr. Rouse, seconded by Dr. Smith, it was voted to approve letting the above contract to the Cyclone Fence Company.

18. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the winter term 1957. (List on file in Registrar's Office).

19. Dr. Menzies and Dean King recommend that we require all incoming students to have medical examination completed by their family physician on forms to be furnished by the University and then mailed by the physician to the University. Many universities are now following this practice, and for the last year or two we have been following it on a voluntary basis. Since we are unable to complete physical examinations on all incoming students, the information furnished by the personal physician gives information with reference to allergies, etc., which are invaluable in taking care of emergencies involving the student.

20. Vice President Varner recommends the following policy to be effective at once:

Meals and lodging at the Gull Lake facilities of Michigan State University shall be available to employees of this institution only when they are a part of an accepted conference group. In this case, the charges shall be those regularly established for conference guests and shall be paid either in cash or charged to some authorized account.

21. Mr. May suggests the time has come to hire the auditors to audit the current year's records and accounts and suggests that consideration be given to hiring Ernst & Ernst on the same terms as in recent years.

On motion of Mr. Mueller, seconded by Dr. Smith, it was voted to approve the employment of Ernst and Ernst to conduct the audit for the 1956-57 fiscal year.

22. Mr. Varner discussed with the Board developments in the legislature pertaining to appropriations and other matters of interest to Michigan State University.

23. Mr. Varner reported to the Board in connection with developments of the Oakland County Branch.

24. The following communication has been received from the Kent County Young Democrats:

"Whereas, we feel that everyone has the right to education, and

"Whereas, the community of Grand Rapids-Kent County does not have a State supported institution of higher learning, and

"Whereas, we feel that a complete four-year college is a basic need in this growing community,

"Now, therefore, be it RESOLVED, that the Kent County Young Democrats Club, shall communicate with the Board of Regents of the University of Michigan, the State Board of Agriculture of Michigan State University, the Superintendent of Public Instruction, and other officials concerned, in an effort to help influence the establishment of a four-year college for the youth of Kent County."

25. Receipt of a report from the Research Corporation of New York City relative to Michigan State University patents and a check in the amount of \$110.80, representing the University's share of the royalty income for 1956.

Gifts and Grants

1. Checks totaling \$890.52 and 4,326.75 shares (value undetermined) preferred stock of the Qualitee Dairy Products Association as a distribution from the estate of Justin T. Wight. Mr. Wight died in California and, after making certain specific gifts, left one-fourth of the residue of his estate to Michigan State University.

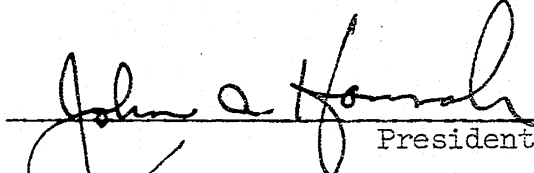
ADDITIONAL ITEMS, continuedGifts and Grants, continuedGifts and
Grants

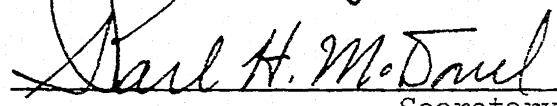
2. Grant of \$248.31 from Sears Roebuck Foundation of Chicago to be used under the direction of R. G. Mawby in 4-H Clubs to provide a luncheon and awards for A. G. Kettunen.
3. Grant of \$875 from the Michigan Sugar Company of Saginaw to be used under the direction of R. G. Mawby in 4-H Clubs to cover expenses for the out-of-state 4-H premier sugar beet tour.
4. Grant of \$4500 from The 4-H Club Foundation of East Lansing to be used under the direction of R. G. Mawby in 4-H Clubs to pay the expenses of the first 4-H Club Leadermete.
5. Grants as follows to be used under the direction of R. G. Mawby in 4-H Clubs to pay a share of expenses involved in the IFYE program for 1957:
 - a. \$3,600 from The 4-H Club Foundation of East Lansing
 - b. \$450 from the St. Clair County 4-H Clubs
 - c. \$450 from the Mecosta County 4-H Clubs
 - d. \$450 from the Isabella County 4-H Clubs
 - e. \$450 from the Berrien County 4-H Clubs
 - f. \$450 from the Ingham County 4-H Clubs
 - g. \$450 from the Kent County 4-H Clubs
 - h. \$450 from the Van Buren County 4-H Clubs
6. Approval of a memorandum of agreement with Merck and Company, Inc., of Rahway, New Jersey, covering a grant of \$1,500 to be used under the direction of S. H. Wittwer and H. B. Tukey in Horticulture in an evaluation of Gibberellic acid in crop production.
7. Approval of a memorandum of agreement with Charles Pfizer and Company of Brooklyn, New York, covering a grant of \$5,000 to be used under the direction of S. H. Wittwer and H. B. Tukey in Horticulture in a study of Gibberellins and their effect on productivity of economic crops. The agreement provides for a special graduate research assistant.
8. Approval of a memorandum of agreement with the Michigan Agricultural Lime Distributors Association of Casnovia covering a grant of \$500 to be used under the direction of R. L. Cook, E. D. Longnecker, and J. F. Davis in Soil Science in lime research work.
9. Renewal of a memorandum of agreement with the Michigan Agricultural Limestone Association covering a grant of \$1,000 to be used under the direction of R. L. Cook, E. D. Longnecker, and J. F. Davis in Soil Science in lime research work.
10. Renewal of a memorandum of agreement with the Federal Civil Defense Administration of Battle Creek covering a grant of \$5,000 to be used under the direction of G. A. Schubert in Political Science to complete the present project. The agreement provides for a special graduate research assistant.
11. Renewal of a memorandum of agreement with the Board of Supervisors of Livingston County covering a grant of \$7,000 to be used under the direction of P.A. Miller in the Cooperative Extension Service for the continued employment of an additional County Extension Agent in Livingston County for 1957.

On motion of Mr. Rouse, seconded by Mr. Baker, it was voted to approve all Additional Items on which action does not already appear.

The Board adjourned at 3:15 p.m.

The next meeting will be held Friday, April 19, 1957.


President


Secretary