

2237

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
March 21, 1946

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

Absent: Mr. Akers.

PRESIDENT'S REPORT

Resignations, Leaves, and Appointments

1. Termination of the appointment of Irving R. Wyeth as County Club Agent in Lenawee County, effective January 31, 1946. Mr. Wyeth failed to pass the medical examination required of all employees and is now confined to Percy Jones Hospital. It is understood that if he regains his health to the point where he can pass the physical examination, he will be eligible for employment.
2. Leave of absence without pay for George Fraser, Operator at the Radio Station, effective February 7, 1946, for an indefinite period. This leave is granted for health reasons.
3. Report of the transfer of John S. Pingel from the Office of Veterans' Affairs to his former position in Intercollegiate Athletics and in the Department of Physical Education, Health, and Recreation for Men, effective as of February 7, 1946.
4. Report of the transfer of Charles N. McCarty from the Office of Veterans' Affairs to his former position in the Chemistry Department, effective as of February 7, 1946.
5. Appointment of Leo Zaikowski as graduate fellow in Bacteriology at a rate of \$2600 per year, effective from February 18 to June 30, 1946, and paid from National Sanitation Foundation funds.

Term. appt.  
Irving Wyeth

Leave George  
Fraser

John Pingel  
transferred  
back to Athl  
Dept.

Also C. N.  
McCarty

Leo Zaikowski  
Grad. Fellow

Travel

1. Maintenance expenses for D. H. Stark to attend a conference of livestock marketing representatives at Columbus, Ohio, on March 5, 1946, to be paid from Extension funds.
2. Full expenses for C. W. Bachman to attend the meeting of the Downtown Coaches Club of Toledo, Ohio, on March 11.
3. First-class railway fare for R. L. Berry to attend the Regional Land Tenure Committee Meeting in Chicago on March 13-16, to be paid from Experiment Station funds.
4. Full expenses for I. F. Huddleson to attend the meeting of the New York Academy of Science in New York City on March 15 and 16. First-class railway fare only was previously authorized for this trip.
5. Full expenses for Pauline Paul to attend a meeting of the Institute of Food Technology in Buffalo, New York, on March 17-21, expenses to be paid from Rackham Research funds.
6. Full expenses for James Tyson to attend a conference on turf establishment and maintenance at Purdue University on March 18-20; expenses to be paid from Experiment Station funds.
7. Full expenses for Isabelle Gonon and Elizabeth Corbishley to attend the Regional Conference of Association of Deans of Women at Cincinnati, Ohio, on March 21-23.
8. First-class railway fare for William Sur to attend the Music Education National Conference in Cleveland, Ohio, on March 27-31.

Travel

Miscellaneous

1. Change in the effective date of the appointment of Howard C. Zindel from January 1 to March 4, 1946.
2. Approval of the payment of \$57.75 to George Hannah, an employee in the Carpenter Shop, as compensation for time lost because of an injury received while working.

Appt. Howard  
Zindel to  
be Mar. 4,  
1946

Payment  
\$57.75 to  
Geo. Hannah  
injury.

RESIGNATIONS

1. Resignation of Elaine Nielsen as stenographer in the 4-H Club Office, effective March 31, 1946. Miss Nielsen is accepting a position nearer her home.
2. Resignation of Irene Fabry as stenographer in Animal Husbandry, effective March 16, 1946. Miss Fabry was paid one-half from College and one-half from Experiment Station funds. She is resigning because of illness in her family.
3. Resignation of Delores Horswill as comptometer operator in Farm Management Extension, effective February 28, 1946, because of ill health.

Resignations

March 28, 1946

RESIGNATIONS, continued

## Resignations

4. Resignation of Dorothy Kleinhans as stenographer in Social Service, effective February 28, 1946. Miss Kleinhans has accepted a position at higher pay.
5. Resignation of Edwin B. Rendell, a former employee of Buildings and Utilities, effective February 28, 1946. Mr. Rendell has been on military leave since August 11, 1943.
6. Resignation of Vincent I. Vanderburg, effective February 28, 1946. Mr. Vanderburg has been on military leave since June 1, 1941.
7. Resignation of Gordon Reavely as Manager of the College Auditorium, effective February 28, 1946. Mr. Reavely has been on military leave since July 15, 1944.
8. Resignation of Ray J. Stanley as Program Supervisor in Radio, effective February 28, 1946. Mr. Stanley has been on military leave since December 1, 1942.
9. Resignation of Curtis W. Sabrosky as Assistant Professor of Entomology, effective February 28, 1946. Mr. Sabrosky has been on military leave since February 1, 1944.
10. Resignation of William C. Hummel as Instructor in English, effective February 28, 1946. Mr. Hummel has been on leave without pay since September 1, 1944.
11. Resignation of Oran M. Knudsen as Instructor in Chemistry, effective April 30, 1946. Mr. Knudsen has accepted a position at Rose Polytechnic Institute at Terre Haute, Indiana.
12. Resignation of Richard A. Beth as Associate Professor of Mathematics, effective February 28, 1946. Dr. Beth has been on leave to work with the National Research Council since December 1, 1940. He has accepted a position as Head of the Physics Department at Western Reserve University.
13. Resignation of Carl Wilson as Instructor in History and Political Science, effective March 16, 1946. Mr. Wilson has accepted a position at the University of Toledo.
14. Resignation of Richard G. Horton as Assistant Professor of Physiology and Pharmacology, effective February 28, 1946. Mr. Horton has been on military leave since September 1, 1942.

LEAVES

## Leaves

1. Leave of absence without pay for Charlotte Hicks, general duty nurse at the Health Service, effective from March 17 to March 26, 1946. Miss Hicks plans to be married.
2. Continuation of leave of absence without pay for A. B. Bowman, Assistant Professor of Forestry, through June 30, 1946. Mr. Bowman has been on leave since January 1, 1945 to work for the U. S. Forest Service.
3. Leave of absence with half pay for one year for Thelma Bishop, Assistant Professor of Physical Education, Health, and Recreation for Women, effective September 1, 1946. Miss Bishop has been on the staff since September 1939.

APPOINTMENTS

## Appointments

1. Appointment of Mildred McDonald as stenographer in the Military Department at a salary of \$1560 per year, effective March 1, 1946. Miss McDonald has previously been employed in the Central Stenographic Office at a salary of \$1500 per year and paid from Extension funds. She replaces Mary Becker who has resigned.
2. Appointment of Shirley M. Martinson as clerk in the Office of Veterans Affairs at a salary of \$1320 per year, effective March 5, 1946. She will replace Jean Malone.
3. Appointment of Mrs. Frances R. Hubbard as clerk in the Office of Veterans Affairs at a salary of \$1320 per year, effective March 11, 1946. This is a new position.
4. Appointment of Mrs. Margaret Guilkey as stenographer in the Office of Veterans Affairs at a salary of \$1320 per year, effective March 1, 1946. Mrs. Guilkey has previously been paid on the labor payroll.
5. Appointment of Mrs. Bessie J. Lemp as clerk in the Office of Veterans Affairs at a salary of \$1320 per year, effective March 16, 1946. Mrs. Lemp has previously been paid on the labor payroll.
6. Appointment of Mrs. Jean M. Baker as stenographer in Farm Management at a salary of \$1500 per year, effective March 1, 1946, and paid from Experiment Station funds. She will replace Shirley M. Wells who has resigned.
7. Appointment of Mrs. Barbara Crandell as stenographer in the Institute of Short Courses at a salary of \$1440 per year, effective April 1, 1946, to replace Irene Lach who has resigned.
8. Appointment of Mrs. Jean C. Stolk as stenographer in Social Service at a salary of \$1440 per year, effective March 16, 1946 to replace Dorothy Kleinhans who has resigned.

APPOINTMENTS, continued

Appointments

9. Appointment of Mrs. Betty Clark as stenographer in Engineering at a salary of \$1380 per year, effective March 1, 1946. This is a new position.
10. Appointment of Mrs. Mary B. MacEachin as stenographer in Psychology and Philosophy at a salary of \$780 per year on a part-time basis, effective March 1, 1946. This is a new position.
11. Transfer of Rex Norris from clerk in the College Book Store to clerk at the Union Desk at the same salary of \$2500 per year, effective March 1, 1946.
12. Appointment of Rowland Pierson as a member of the Board of Examiners with the rank of Instructor at a salary of \$3000 per year, effective March 25, 1946. He will replace L. S. Cooke half-time and J. W. Sheedy half-time.
13. Appointment of the following persons to the staff of the Education Department for the summer session from June 19 to July 26, 1946:
  - a. Fred Dixon, Professor at a salary of \$500 for the period.
  - b. Dwight Rich, Professor at a salary of \$250 on a half-time basis.
  - c. Edmund Thorne, Professor at a salary of \$250 on a half-time basis.
  - d. Virgil Rogers, Professor at a salary of \$600 for the period.
  - e. Rolland Faunce, Professor at a salary of \$250 on a half-time basis.
  - f. Wallace Finch, Professor at a salary of \$250 on a half-time basis.
  - g. John Haitema, Professor at a salary of \$250 on a half-time basis.
  - h. Grace Gutzler, Instructor at a salary of \$350 for the period.
  - i. Opal Lewton, Professor at a salary of \$400 for the period.
  - j. Miss Louis Wilson, Instructor at a salary of \$350 for the period.
  - k. Margery Burrell, Instructor at a salary of \$350 for the period.
  - l. William Bagley, Lecturer at a salary of \$300 for the period.
14. Appointment of Tom Waber as an operator at Radio Station WKAR at a salary of \$2600 per year, effective April 1, 1946. Mr. Waber will replace R. J. Stanley who has resigned.
15. Appointment of Earl C. Richardson as Extension Editor with the rank of Assistant Professor in the Department of Public Relations at a salary of \$3800 per year, effective March 11, 1946 and paid from Extension funds. Mr. Richardson will replace W. L. Treaster who has been transferred.
16. Appointment of Charles P. Wheeler as Area Consultant in the Public Information Program for Veterans at a salary of \$250 per month, effective from March 11 to June 30, 1946, to replace Lloyd Eberly. This is a part of the Adult Education Program and is covered by a contract with the Office of Veterans' Affairs and the Department of Public Instruction.
17. Appointment of L. Dale Faunce as Field Consultant in Adult Education at a salary of \$3900 per year, effective April 1, 1946, and continued as long as funds are allotted by the Department of Public Instruction. This is a new position.
18. Appointment of George H. Wellington as Assistant County Agricultural Agent in Eaton County at a salary of \$2800 per year, effective April 1, 1946, to replace Floyd Norcutt.
19. Transfer of Louie Webb from Assistant State Club Leader at \$3000 per year to Assistant State Leader for Rural Youth at a salary of \$3300 per year, effective May 1, 1946, and paid from Bankhead-Flannagan funds. This is a new position.
20. Appointment of Frank Anthony Madaski as 4-H Club Agent in Iron County at a salary of \$2800 per year, effective May 14, 1946, to replace R. H. Kaven who has been transferred.
21. Appointment of Dee Lee Weaver as District 4-H Club Agent in Missaukee, Wexford, Roscommon and Manistee Counties at a salary of \$2800 per year, effective March 25, to replace C. J. Hemmer who has resigned. He is to be paid from Bankhead-Flannagan funds.
22. Appointment of Jack Elmer Bergsma as 4-H Club Agent in Monroe County at a salary of \$2800 per year, effective March 25, 1946, and paid from Bankhead-Flannagan funds. This is a new position.
23. Appointment of Mary Lou Cuthbertson as Assistant Home Demonstration Agent at Large at a salary of \$2200 per year, effective July 1, 1946, and paid from Bankhead-Flannagan funds. This is a new position.
24. Appointment of Ruth H. Collar as Home Demonstration Agent in Lapeer County at a salary of \$2400 per year, effective July 1, 1946, and paid from Bankhead-Flannagan funds. This is a new position.
25. Appointment of Opal Roberson as Home Demonstration Agent at Large at a salary of \$3200 per year, effective April 10, 1946, and paid from Bankhead-Flannagan funds. This is a new position.
26. Appointment of William O. Carver as Draftsman in Agricultural Engineering at a salary of \$3000 per year, effective April 1, 1946, and paid one-third from College, one-third from Experiment Station, and one-third from Extension funds. Mr. Carver will replace Nestor Mihay who resigned a few years ago.
27. Appointment of Fred O. Leftwich as Lecturer in Forestry at a salary of \$300 per month for three months from March 24 to June 23, 1946. Mr. Leftwich will replace A. B. Bowman during this period.

APPOINTMENTS, continued

## Appointments

28. Appointment of J. Frederick Davis as Research Assistant and Extension Specialist in Soil Science (with the rank of Assistant Professor) at a salary of \$3600 per year, effective May 1, 1946, and paid one-half from Experiment Station and one-half from Extension funds. This is a new position. Dr. Davis was a member of the staff from September 1935 until January 1944.
29. Appointment of Clarence Engberg as Research Associate in Soil Science, effective April 1, 1946. Mr. Engberg's salary is to be paid by the U. S. Soil Conservation Service, and the College will provide office space.
30. Appointment of Joseph W. Sheedy as Assistant to the Dean of the Basic College at a salary of \$4200 per year, effective March 11, 1946. Mr. Sheedy has previously been an Associate Professor of Physical Science in the Basic College at a salary of \$4000 per year.
31. Appointment of John Murwyn Mason as Instructor in Biological Science at a salary of \$3000 per year, effective March 25, 1946. This is a new position.
32. Appointment of Joseph J. Gilligan as Instructor in Biological Science at a salary of \$3000 per year, effective March 25, 1946. This is a new position.
33. Appointment of Russell A. Kirk as Instructor in History of Civilization at a salary of \$2600 per year, effective March 25, 1946. This is a new position.
34. Appointment of Edward T. Miller as Assistant Professor of Business Administration at a salary of \$3400 per year, effective March 15, 1946. This is a new position.
35. Appointment of Charles Rudy as Resident Artist in the Art Department at a salary of \$1300 for the period from April 1 to June 30, 1946.
36. Appointment of Harley Twitchell as Stockroom Clerk in Chemistry at a salary of \$1920 per year, effective March 15, 1946. This is a new position.
37. Reappointment of Edward John VanLoon, Jr. as Instructor in Chemistry at a salary of \$3000 per year, effective July 1, 1946. Dr. VanLoon will replace O. M. Knudsen who has resigned.
38. Appointment of Evelyn O. Bychinsky as Instructor in Mathematics at a salary of \$2400 per year, effective March 25, 1946. This is a new position.
39. Appointment of William R. Koning as Assistant in Research in Economics at a salary of \$200 per month, effective from March 15 to June 30, 1946, and paid from Experiment Station funds. This is a new position.
40. Appointment of Onilee R. MacDonald as Instructor in History and Political Science at a salary of \$100 per month, effective March 25, 1946, for as long as necessary. She replaces Carl L. Wilson who has resigned.
41. Reappointment of A. A. Klautsch as Instructor in Psychology and Philosophy at a salary of \$230 per month, effective from April 1 to June 15, 1946.
42. Reappointment of Robert G. Gibby as Lecturer in Psychology at a salary of \$120 per month, effective from April 1 to June 15, 1946.
43. Appointment of Perry T. Cupps as Assistant Professor and Research Assistant in Physiology and Pharmacology at a salary of \$3300 per year, effective March 15, 1946, and paid one-third from College and two-thirds from Experiment Station funds. Dr. Cupps will replace R. G. Horton who has resigned.
44. The following graduate assistantship appointments are recommended:
 

Agricultural Engineering	- George G. Greenleaf, half-time at \$80 per month, effective April 1 to June 30, 1946.
Horticulture	- Joseph S. Vandemark, quarter-time at \$40 per month, effective April 1 to June 30, 1946.
Chemistry	- Russell W. Maatman, half-time at \$80 per month, effective September 1, 1946, to June 30, 1947. - Roger Saur, quarter-time at \$40 per month, effective April 1 to June 30, 1946. - Wallis G. Hines, quarter-time at \$40 per month, effective April 1 to June 30, 1946. - Oliver Lien, quarter-time at \$40 per month, effective April 1 to June 30, 1946.
Animal Pathology	- Jack D. Tiner reinstated as half-time graduate assistant at \$100 per month, effective April 1, 1946.
45. Reinstatement of Mercer Patriarche as clerk in the College Book Store at a salary of \$2500 per year, effective March 16, 1946. Mr. Patriarche has been on military leave since June 15, 1943.
46. Reinstatement of Nevels Pearson as Assistant State Club Leader at a salary of \$4000 per year, effective May 1, 1946. Mr. Pearson has been on military leave since May 1, 1942. He was formerly receiving \$3600 per year.
47. Reinstatement of Frank E. Haas as 4-H Club Agent in Allegan County at a salary of \$3300 per year, effective March 11, 1946, and paid from Bankhead-Flannagan funds. Mr. Haas has been on military leave since October 7, 1941. He was District Club Agent at \$2300 when he left.



APPOINTMENTS, continued

Appointments

48. Reinstatement of Frank M. Atchley as Research Assistant in Farm Management at a salary of \$3400 per year, effective April 1, 1946. Mr. Atchley has been on military leave since March 1, 1942. He was receiving \$2700 per year when he left.
49. Reinstatement of Albert P. Kawal as Associate Professor of Physical Education, Health and Recreation for Men and Assistant Football Coach at a salary of \$4200 per year, effective March 1, 1946. Mr. Kawal has been on military leave since May 1, 1944. He was formerly receiving \$3800 per year.
50. Reinstatement of Carl P. Swanson as Associate Professor and Research Associate in Botany and Plant Pathology at a salary of \$4000 per year, effective September 1, 1946. Mr. Swanson has been on military leave since June 1943. He was formerly Assistant Professor and Research Assistant in Botany at a salary of \$3020 per year.
51. Reinstatement of Warren L. Fleischauer as Instructor in English in the School of Science and Arts and in Literature and Fine Arts in the Basic College at a salary of \$2500 per year, effective March 25, 1946. Mr. Fleischauer has been on military leave since September 1, 1942. He was formerly receiving \$1800 per year.
52. Reinstatement of Jacob Hieble as Assistant Professor of Foreign Languages at a salary of \$3300 per year, effective March 25, 1946. Dr. Hieble has been on leave to work with the Office of War Information since August 1, 1944. He was formerly receiving \$3000 per year.
53. Reinstatement of Reinhold J. Krantz as Instructor in Chemistry at a salary of \$2800 per year, effective March 25, 1946. Mr. Krantz has been on military leave since September 1, 1944. He was formerly receiving \$2600 per year.
54. Reinstatement of Henry E. Larzelere as Assistant Professor and Research Assistant in Economics at a salary of \$3500 per year, effective May 1, 1946, and paid one-half from College and one-half from Experiment Station funds. Dr. Larzelere has been on military leave since April 1, 1943. He was formerly receiving \$2500 per year.

TRAVEL

Travel

1. Full expenses for H. W. Lautner to visit the Landscape Department of Harvard University en route from Washington to East Lansing.
2. First-class railway fare for Paul Bagwell to appear on the program of the meeting of the Southern Speech Association in Atlanta, Georgia, on March 22-24.
3. Full expenses for W. D. Baten to visit with the Research Department of the Army Quartermaster Depot in Chicago during the week of March 24-30; paid from Experiment Station funds.
4. Full expenses for A. B. Love, Don Hamilton, and H. P. Gaston to go to Missouri, Arkansas, and Tennessee between the dates of March 25 and April 13 to arrange for the handling of migrant labor for the fruit belt of Michigan; paid from Emergency Farm Labor funds.
5. Full expenses for J. W. Rose to attend the National Conference on Gardening in Washington, D.C. on March 26-28; paid from Extension funds.
6. Full expenses for D. E. Wiant to attend a Food Technology meeting in Syracuse, New York, on March 30; paid from Rackham Research funds. This authorization replaces a former authorization for a similar trip to Buffalo.
7. Full expenses for H. M. Byram and G. C. Cook to attend a regional conference for teacher trainers and supervisors of vocational agriculture in Chicago on March 31 to April 4. The College will be reimbursed in full for the expenses by the State Board of Control for Vocational Education.
8. First-class railway fare for E. J. Wheeler to attend a meeting of the Potato Association of America in St. Louis, Missouri, on March 26-30; paid from Experiment Station funds.
9. The following travel allowances are requested for staff members to attend the meetings of the American Association for the Advancement of Science in St. Louis, Missouri, on March 28-30:
  - a. Mileage on two cars for members of the Horticulture Department, one-half to be paid from Extension funds and one-half from Experiment Station funds.
  - b. \$15 toward the expenses for L. C. Knorr of the Botany Department; paid from Extension funds.
  - c. First-class railway fare for H. R. Hunt of the Zoology Department.
  - d. Full expenses for C. E. Thompson of the Institute of Counseling, Testing and Guidance.
  - e. First-class railway fare for N. A. Fattu and Sidney Newman of the Psychology Department.
10. First-class railway fare for J. F. Smithcors and M. Lois Calhoun to attend the annual meeting of the American Association of Anatomists at Western Reserve University, Cleveland, Ohio, on April 4-6.
11. The following travel allowances are requested for staff members to attend the meetings of the American Chemical Society in Atlantic City, New Jersey:
  - a. First-class railway fare for E. J. Miller, P. J. Schaible, and Selma L. Bandemer to attend the meetings from April 6-12; paid from Experiment Station funds.

TRAVEL, continued

## Travel

11. Travel to American Chemical Society, Atlantic City continued:
  - b. Full expenses for Dean Huston to attend the meetings from April 8-12.
  - c. First-class railway fare for L. I. Quill, D. T. Ewing, and Frederick Duke to attend the meetings from April 6-12.
  - d. First-class railway fare for C. C. DeWitt to attend the meetings from April 8-12.
12. Mileage on one car for members of the Department of Physical Education, Health, and Recreation for Women to attend the meetings of the National Convention of the American Association of Health, Physical Education and Recreation in St. Louis, Missouri, on April 9-13.
13. Mileage on one car for members of the Department of Physical Education, Health and Recreation for Men to attend the meetings of the National Physical Education Association in St. Louis, Missouri on April 9-13. This will replace the travel allowance granted for staff members to attend a meeting in Columbus, Ohio, in March.
14. First-class railway fare for R. L. Vanderslice to attend the meetings of the American Society of Tool Engineers in Cleveland, Ohio, on April 10.
15. Full expenses for S. E. Crowe to attend the National Conference on the Education of Veterans in Colleges and Universities in Chicago on April 11-13.
16. Full expenses for R. S. Linton to attend the annual convention of the American Association of College Registrars in Atlanta, Georgia, on April 22-25.
17. Full expenses for V. R. Gardner to attend a meeting of Research Directors in Berkeley, California, on April 23-25.
18. Full expenses for K. T. Wright to attend a meeting in Chicago during the latter part of April to participate in a conference dealing with research in the field of Dairy Economics; paid from Experiment Station funds.
19. Full expenses for C. M. Hardin to attend the Midwest Dairy Conference at Purdue University during the latter part of April; paid from Experiment Station funds.
20. Full expenses for V. R. Gardner to attend a conference of Directors of the North Central States at Peoria, Illinois, on April 30 to May 3.
21. Full expenses for R. J. Baldwin to attend a meeting of Extension Directors of the North Central Region in Peoria, Illinois, on May 1-3.
22. Mileage on one car for Joe Callaway, J. D. Davis, and J. D. Menchhofer to attend the National Radio Educational Conference and the meeting of the Intercollegiate Peace Oratorical Association in Columbus, Ohio, on May 1-4.

MISCELLANEOUS

1. Report that the memorandum of agreement with the National Dairy Council has been approved for the second year of the ten-year period for the continuation of their project. A grant of \$13,750 was accepted a year ago with the understanding that thereafter for a period of nine years the College will receive \$8,050 a year from the National Dairy Council.
2. Approval of a memorandum of agreement and acceptance of a grant of \$2000 from the Standard Oil Company to be used for research on various types of weed killers. The work will be conducted under the direction of B. H. Grigsby of the Botany Department.
3. Approval of a memorandum of agreement and acceptance of a grant of \$1200 from the Farmers and Manufacturers Sugar Beet Association of Saginaw, Michigan, to be used to establish a research fellowship in the Department of Agricultural Engineering from April 1, 1946 to March 31, 1947. The grant is to be used in securing information on the mechanical planting of sugar beet seeds.
4. Approval of a memorandum of agreement and acceptance of a grant of \$2000 from the Basic Food Materials, Inc. of Cleveland, Ohio, to be used to establish a fellowship in the Department of Bacteriology for a period of two years starting August 1, 1946. The grant is to be used in making a study of the contamination of garlic and its influence on food spoilage.
5. Report that Marguerite Carpenter, who was appointed as stenographer in the Extension Director's Office, effective January 1, 1946, has been unable to report for work because of illness. It is desired to hold the position open for her.
6. Change in status of Mrs. Frieda Moran from half-time Music Librarian at \$960 per year to Music Librarian on a full-time basis at a salary of \$1900 per year, effective March 15, 1946.
7. Recommendation that Sidney H. Newman be made Acting Head of the Department of Philosophy and Psychology with a salary increase from \$3700 to \$4000 per year, effective March 16, 1946. Dr. Newman will serve in this capacity while Dr. DeHaan is on sick leave.
8. Change in name of Department of Speech and Dramatics to the Department of Speech, Dramatics and Radio Education; and change in title of Joe A. Callaway from Associate Professor of Speech to Associate Professor of Speech to in Charge of Radio Education, effective April 1, 1946.

Nat. Dairy Council approved for second yr.

Accept. \$2000 Standard Oil Co.

\$1200 from Farmers and Mfrs. Sugar Beet Assoc.

\$2000 from Basic Food Materials

Marguerite Carpenter unable to report for work.

Frieda Moran apptd. full-time Music Lib.

Sidney H. Newman made Acting Head Phil. & Psych.

Ch. in name of Speech Dept. and change in title of Joe Callaway

MISCELLANEOUS, continued

2253

Increase in salary John Rose.  
Dist. W.L. Treaster's salary.  
Inc. salary James Frost.

Disability retirement Joe Holsinger approved.  
Also L. R. Cleveland.

Additional amounts paid to staff members for work at athletic contests and in auditorium.

Description of viability experiment inaugurated by Dr. Beal filed with these minutes.

Policy re: leaves of absence.

Out of state fee increased to \$50 per term.

New women's dormitories named for Elida Yakeley and Norma Gilchrist

9. Increase in salary for John W. Rose, Extension Specialist in Horticulture, from \$3300 to \$3600 per year, effective April 1, 1946.
10. Report that W. L. Treaster's salary is to be distributed one-third from Extension, one-third from Experiment Station, and one-third from College funds.
11. Increase in salary for James Frost, Patrolman in the Campus Police Department, from \$2200 to \$2300 per year, effective March 16, 1946.
12. The following recommendations are made by the Retirement Committee:
  - a. Disability retirement of Joseph Holsinger, Associate Professor of Physical Education, Health and Recreation for Men and Assistant Football Coach, at an annual pension of \$840, effective July 1, 1946.
  - b. Disability retirement of Lloyd R. Cleveland, Manager of the State College Book Store, at an annual pension of \$480, effective July 1, 1946.
13. Report of the Payment of the following amounts to staff members for their work at athletic events during the winter term:

R. L. Cook	\$47.50	Jewell Jensen	\$56.50	Lawrence Searl	\$44.75
L. A. Cudworth	6.00	J. M. Kutt	28.00	Vern Severance	68.00
R. J. Davis	72.00	Elwood Lawrence	35.75	Daniel Sheehan	25.75
John Emery	6.00	C. N. McCarty	62.75	John Shirley	27.00
Orville Everett	29.00	Bruce Pettit	28.00	E. C. Tabor	60.00
Stuart Gallacher	26.00	K. C. Randall	35.75	Robert Troxell	9.00
C. D. Hause	21.00	Lynn Robertson	39.00	James Tyson	37.50
Ray Heydrick	12.00	Paul Rumpsa	38.00	Wayne Van Riper	12.00

14. The following amounts were paid salaried employees during the month of February:

Auditorium		Auditorium		Miscellaneous	
Leon Buysse	\$ 8.00	Bruce Pettit	\$15.00	C. F. Clark	\$54.00
Warren Burt	26.00	Paul Rumpsa	29.00	J. C. Cunkelman	79.00
L. E. Chapman	26.00	George Sawdy	11.00	Christina Gunn	48.00
John Emery	11.00	Lawrence Searl	29.00	D. J. Hall	54.00
Orville Everett	17.00	Robert Troxell	26.00	L. P. Hedeman	3.00
Helen Evans	29.00	Wayne VanRiper	29.00	Frieda Moran	60.00
Helen Greene	30.00	Clella Weissinger	20.00	Alice Nelson	1.50
Mildred Jeffers	20.00	Neal Whitehead	26.00	Sarah Remington	6.50
Gerald Knapp	23.00	W. O. Brinker	5.00	L. A. Roberts	93.00
Bruce Pettit	15.00	C. F. Clark	54.00	E.K. Sales	12.00
				Hazel Viancour	3.50
				F. W. Young	72.00

15. In order that there may be a permanent record, there is being filed with the minutes of this Board meeting a complete description of the long-time seed viability experiment inaugurated by Dr. Beal in 1879 and that will not be completed until 2040.
16. The following statement of policy is presented to the Board for approval with the recommendation of the Faculty and of the Administrative Group:
  - a. That the practice of granting leaves of absence for study, travel, specialized writing or other effort of advantage to the college and to the individual should be resumed now that the war is ended.
  - b. That leaves be granted with full or part salary only to those who have given six or more years of service to the college, who have performed meritorious service and whom we wish to retain on the staff.
  - c. That those who are granted leaves of absence with partial or full salary be expected to return to this college for at least one year following the expiration of any leave.
  - d. That leaves should in general be granted for a full calendar year at one-half pay and that only in exceptional cases and when the quarter free from teaching is part of the leave period should a leave for one-half year or less at full pay be granted.
  - e. That the quarter off from campus teaching may not in general be added to either end of a specified leave to increase the extent of time provided by the leave.
  - f. That it is expected that an employee will not request any leave with partial or full pay unless he can show evidence of progress in professional improvement during his six or more years of service.
17. It is recommended that the out-of-state fee be increased from \$30 to \$50 per term, effective with the fall quarter of 1946. This recommendation has the approval of the Administrative Group.
18. Recommendation from the Administrative Group for the naming of new women's dormitories, as follows:
  - a. Women's Dormitory #5 to be named for Miss Elida Yakeley who was employed by the College in 1903 and who served as Registrar from June 1, 1908, until December 31, 1938, and as Associate in Historical Research from that time until her retirement July 1, 1940.
  - b. Women's Dormitory #6 to be named for Miss Maude Gilchrist who was the first Dean of Women at Michigan State College and organized the work in Home Economics. She was the first Dean of Home Economics and was Head of the Women's Department and Dean from 1901 to 1913.

MISCELLANEOUS, continued

Appropriations for uses of Aud. and Fairchild Th.

19. Request for an appropriation of \$850 for the following uses of the Auditorium and Fairchild Theater during spring term 1946:
- April 7, Orchestra Concert, Main Auditorium. . . . . \$100
  - April 12 and 13, High School Band and Orchestra Festival, Main Auditorium. . . . . 200
  - (Also an appropriation of \$200 is requested for the necessary setup for this event). . . . . 200
  - May 3, Women's Glee Club Concert, Fairchild Theater. . . . . 50
  - May 17, Orchestra Concert, Main Auditorium. . . . . 100
  - May 15 and 22, Band Concerts, Main Auditorium (in case of rain). . . 200

Shift in allotment in Exp. Sta.funds

20. Request for a shift in the allotment of \$4825 of the Unallotted Bankhead-Jones funds for the present fiscal year, and also for a shift from the Salary Account of the Purnell funds of \$1425 to several Purnell projects now under way, as recommended by Dean Anthony and Director Gardner.

Approp. \$282 to send choir to Detroit

21. The Music Department has been asked to send the a cappella choir and orchestra to Detroit on Friday, May 10, to produce the compositions for choir and orchestra which are selected for the prizes in a competition of the American Composers Congress. An appropriation of \$282 is necessary to cover the cost of transportation.

Report of fire in storage shed at trailer camp.

22. Report from Secretary McDonel of a fire in a shed being used for the storage of equipment used in connection with the construction of the trailer project. The cost of repairing the building will be approximately \$3720 which is entirely covered by insurance.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to approve all items on which no action appears from page 1 through Miscellaneous Item 22.

Investment of funds by A.A. Trust Co. in U.S. Treas. 7/8 certificates.

23. The Ann Arbor Trust Company have purchased \$2,500,000 U. S. Treasury 7/8% Certificates of Indebtedness due September 1, 1946, at a purchase price of \$2,502,227.20 plus accrued interest. This is an investment of the \$3,000,000 bank loan which was closed February 21, 1946, and is in accordance with the instructions given to the Ann Arbor Trust Company at the last Board meeting. Formal ratification of this transaction is required.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve item 23.

Contract for construction of classroom bldg.

24. Presentation of the final contract covering the construction of the Classroom Building to Reniger Construction Company of Lansing at an estimated over-all cost including architect's fees of \$1,000,000. The estimated total cost of the work included in this contract is \$950,000. The Reniger Construction Company are to be paid a fee of \$45,000. If the building is completed at less than the estimated cost, the owner shall pay to the contractor in addition to the above mentioned fee portions of the savings as follows:

The first 5% below the estimated cost	25%
The second 5% below the estimated cost	20%
The third 5% below the estimated cost	15%
The fourth 5% below the estimated cost	10%
All additional savings	5%

Contract for Administration bldg.

25. Presentation of the final contract covering the addition and alterations to the Administration Building to the Christman Lansing Company of Lansing at an estimated cost of \$258,664. The fee is \$12,500. If the building is completed at less than the estimated cost, the owner shall pay to the contractor in addition to the above mentioned fee portions of the savings as follows:

The first 5% below the estimated cost	25%
The second 5% below the estimated cost	20%
The third 5% below the estimated cost	15%
The fourth 5% below the estimated cost	10%
All additional savings	5%

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to approve items 24 and 25.

ADDITIONAL ITEMS

Resignation

Resignations

1. Resignation of Doris Schepperly as clerk in the Registrar's Office, effective April 20, 1946. Miss Schepperly plans to be married.
2. Resignation of Irene Lach as stenographer in the Short Course Office, effective March 11, 1946.
3. Resignation of Mrs. Elaine Foster as stenographer in Engineering, effective March 23, 1946.
4. Resignation of Thomas G. Darling as quarter-time graduate assistant in Entomology, effective March 31, 1946.
5. Termination of the military leave and appointment of George H. Monroe, payroll clerk, effective February 28, 1946. Mr. Monroe will enter Michigan State College as a student and will complete work for a degree. It is understood that he will be given an opportunity for reemployment.



ADDITIONAL ITEMS, continuedResignations, continued

6. Resignation of Harvey P. Sweany as Assistant Professor of Effective Living, effective March 31, 1946.

Appointments

Appointments

1. Appointment of Mrs. Beatrice Hagadorn as clerk in the Alumni Relations Office at a salary of \$1320 per year, effective March 25, 1946. This is a new position.
2. Appointment of Kenneth Lawson as Manager of the Quonset Hut colony at a salary of \$2800 per year, effective March 25, 1946.
3. Appointment of George R. Myers as Instructor in Effective Living at a salary of \$200 per month, effective from March 20 to June 30, 1946. This is a new position.
4. Appointment of James R. Burgess, Jr. as Instructor in Written and Spoken English at a salary of \$150 per month, effective March 25, 1946, for as long as necessary. This is a new position.
5. Appointment of Raymond H. Uhlig as Instructor in Written and Spoken English at a salary of \$2800 per year, effective March 25, 1946. This is a new position.
6. Appointment of Gerald L. Kincaid as Instructor in Written and Spoken English at a salary of \$2800 per year, effective March 25, 1946. This is a new position.
7. Appointment of Stuart Hath as part-time Instructor in Engineering Drawing at a salary of \$80 per month, effective from April 1 to June 30, 1946. Mr. Hath is a senior student.
8. Appointment of Vaughn D. Hildebrandt as half-time graduate assistant in Chemical and Metallurgical Engineering at a salary of \$80 per month, effective from April 1 to June 30, 1946.
9. Reinstatement of Mildred Hopping as general duty nurse at the Health Service at a salary of \$1900 per year, effective April 1, 1946. Miss Hopping has been on military leave since February 11, 1945.
10. Reinstatement of Burton T. Ostenson as Assistant Professor of Zoology at a salary of \$3000 per year, effective March 25, 1946. Mr. Ostenson has been on military leave since September 1, 1944.
11. Appointment of Miss Gladys C. Garner as half-time graduate assistant in Zoology for the academic year 1946-47 at a salary of \$80.00 per month.
12. Appointment of Chuan-Chih Hsiung as half-time graduate assistant in Mathematics for the period April 1 to June 30, 1946, at the rate of \$80.00 per month.

Travel

Travel

1. Full expenses for L. P. Brown to attend the track meet in Hamilton, Ontario, on March 23.
2. Full expenses for E. N. Huby to attend a Reconstruction Finance Corporation sale of photographic equipment in Baltimore, Maryland, on March 25.
3. Full expenses for Dean Dye and Irma Gross to attend a conference for courses on housing for college students in Urbana, Illinois, on April 1-4.
4. Railway coach fare for Marion Wharton to attend the meetings of the American Chemical Society in Atlantic City, New Jersey, on April 6-12.
5. Full expenses for Merle Byers and Hester Clark to attend a regional conference on home economics in Chicago on April 29 to May 1. Expenses are not to exceed \$37.50 each and are reimbursable from the State Board of Control for Vocational Education.

On motion of Miss Jones, seconded by Mr. Mueller, it was voted to approve the foregoing items under Resignations, Appointments, and Travel.

Miscellaneous

Report of studies of organization of Business Office.

1. Report to the President of the studies that have been made of the organization of the Business Office.

Recommendations from Ernst and Ernst as to the organization of the business procedures. It is suggested that this organizational chart be approved in principle to be effective immediately, with the following modifications:

- a. That the Secretary act in the capacity of Business Manager but retain his title as "Secretary" rather than "Business Manager".
- b. That the dormitories, the Union, all college operated housing and food services in East Lansing, including the cooperative houses, the Food Stores, Concessions, the Book Store, and the Laundry be centralized under a single manager made responsible to the Secretary; and that Mr. Emory Foster be placed in charge of this Department and that his salary be increased from \$6000 to \$6600, effective today, March 21, 1946.

2256 ADDITIONAL ITEMS, continuedMiscellaneous, continued

Organization  
of business  
office.

## 1. Organization of business office, continued:

- c. That Mr. M. R. Pierson be designated as Assistant Comptroller and Treasurer temporarily in charge. Ernst & Ernst have suggested one or two candidates for the permanent position, and there have been two or three other suggestions. Mr. Pierson's salary is to be adjusted to \$5500 effective as of March 1, 1946. It is understood that Mr. Pierson is to be assured a continuous status in the Business Office at no less than the new salary, but that the Board will consider other candidates for the permanent position of Comptroller and Treasurer, and it is hoped that the final decision can be made before July 1.
- d. The Inventory Department and the responsibility for the permanent inventory is to be responsible to the Secretary.
- e. The final location of the responsibility for Central Stenographic Department, the Tabulating Department, and the Office Service Department is to be left with the President.
- f. The President and Secretary are authorized to immediately see that all employees who require bonds are properly bonded.

## 2. Report of the deaths of former students in the war, as follows:

Report of  
deaths of  
former stu-  
dents in war.

Edward Sterling Abdo, Class of 1941, a Captain in the Army Air Forces, who has been missing in action over the Pacific since June 7, 1944, has been declared dead by the War Department. He graduated in Physical Education on June 14, 1941, having entered from Detroit.

Phillip Yates Bombenak, Class of 1937, a Captain in the Army Air Forces, was killed in action in the South Pacific area on July 4, 1945. He graduated in Business Administration on June 14, 1937, having entered from Lansing.

Eugene Ray Brogan, Class of 1941, a First Lieutenant in the Army Air Forces, who has been missing in action in the Pacific since June 23, 1943, has been declared dead by the War Department. He graduated in Liberal Arts on June 14, 1941, having entered from Lansing.

Thomas Clayton Cook, Class of 1945, a Second Lieutenant in the Marine Corps, died on June 23, 1945, of injuries received in action on Okinawa on June 16, 1945. He was enrolled as a sophomore in Physical Education in 1942-43, having entered from Detroit.

Franklin Mahlon Weaver, Class of 1940, a Corporal in the Army Air Forces, who has been missing in action in the South Pacific area since February 19, 1943, has been declared dead by the War Department. He graduated in Applied Science on June 10, 1940, having entered from Sturgis, Michigan.

George Lester Halpin, Class of 1946, a Private First Class in the Army, was accidentally killed on April 23, 1945, while on duty in Germany. Mr. Halpin was enrolled in the Business Administration during the fall and winter terms of 1942-43, having entered from Detroit.

Cont. agree-  
ment Tenn.  
Corp.

- 3. Continuation of the agreement with the Tennessee Corporation and acceptance of a grant of \$1000 to be used for research work in Soils on the rarer elements applied to muck soils.

Grant of \$750  
from Muck  
Farmers Assoc.

- 4. Approval of a memorandum of agreement and acceptance of a grant of \$750 from the Muck Farmers' Association to be used to pay the half-time salary of a stenographer to be assigned to Dr. Paul Harmer in connection with his duties as Secretary and Counselor for the several associations of muck farmers.

Transfer Rus-  
sel Villars  
to bookstore  
Transfer E.  
White to sal-  
payroll.

- 5. Transfer of Russel Villars from the labor payroll to the salary payroll as Manager of the College Book Store at a salary of \$3000 per year, effective April 1, 1946.
- 6. Transfer of Etoyle White from the labor payroll to the salary payroll as Social Director of the Union at a salary of \$1800 per year, effective April 1, 1946.

Operation  
approved for  
R. Lamssies

- 7. Robert Lamssies developed a hernia during football season last fall and consequently will need a hernia repair before he is able to play again. The surgical fee will be \$75.

Also for  
Horace Camp-  
bell.

- 8. Horace Campbell a Jamaican student, ran in a track meet at Notre Dame and suffered a fall over the hurdles. He wrenched his knee severely and apparently has a torn cartilage. It is necessary to operate, and the surgical fee is \$150.

Math. Phys. Ed.  
Women and Pub.  
Relations

- 9. Request from the Mathematics Department for an addition to their budget for the present fiscal year.

allowed to run  
in red for  
rest of year.

- 10. Request from the Department of Physical Education, Health and Recreation for Women for an addition to their budget for the present fiscal year.
- 11. Request from the Public Relations Department for an addition to their budget for the present fiscal year.

It was decided to allow the budgets mentioned in items 9, 10 and 11 run in the red for the balance of this fiscal year with the understanding that expenditures should be kept to a minimum.

Transfers  
Exp. Station  
funds.

- 12. Recommendation from Director Gardner and Dean Anthony that \$5000 be transferred from the Experiment Station Budget designated as Supplementary Unallocated State Station Funds to be used as follows:

ADDITIONAL ITEMS, continuedMiscellaneous, continued

## 12. (Continued)

- a. \$1700 to reimburse the fund furnished by the American Dairy Association for charges made against it for alterations made in the Beebesheimer barn.
- b. The balance of \$3300 to be used to complete these alterations in the Beebesheimer barn.

- 13. Recommendation from Dean Anthony and Director Gardner that \$11,000 be transferred from the Unallocated State Station Funds to be used for the construction of a building for turkey research.

Trans. of  
\$11,000  
for bldg. for  
turkey res.

On motion of Mr. Berkey, seconded by Miss Jones, it was voted to approve items 1, 3, 4, 5, 6, 7, 8, 12 and 13.

- 14. Upon recommendation of the new Chief of Police, Mr. Brandstatter, and Dean Crowe, the rules and regulations governing the operation of motor vehicles by students are being revised, and it is recommended that the revised rules as presented to the Board be given immediate effect. (List of rules are on file with these Board minutes).

Revised rules  
re: driving  
automobiles  
approved.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve the revised rules as presented.

New basis of  
remunerations  
for veterans  
fees.

- 15. Discussion of Circular #47 of the Veterans Administration offering the opportunity for a new basis for remuneration in lieu of the regular student fee plus the out-of-state fee for veterans. It is recommended that Michigan State College request remuneration on the per credit hour basis, effective for the winter term of 1946.

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

- 16. Mr. Earl Cress of the Ann Arbor Trust Company submits a recommendation that the bonds on the Power Plant be refinanced. There are now outstanding \$334,000 worth of these bonds bearing  $2\frac{1}{4}$  per cent interest. They are callable on or before April 20 at a premium of 2 per cent. \$19,000 of these bonds will be paid May 1, 1946, leaving the balance callable of \$315,000. Mr. Cress recommends that these bonds be called and that a bank loan be negotiated with repayment on the same basis as called for in the present bond agreement. This money can be borrowed at 1 per cent; and making allowance for the call premium and the refunding expenses, there will be a net saving over the period to the College of \$9,400 as follows:

Recommendation  
for refinanc-  
ing of power  
plant bonds.

## Amount to be borrowed--

To pay outstanding bonds	\$315,000	
Premium of 2%	6,300	
Refunding expense	1,500	
Total to be borrowed		\$322,800

Interest rate - 1%

Term of Loan - May 1, 1946 to May 1, 1954

Payments - \$22,000 semi-annually to meet interest and principal payments.

Loan payable in whole or in part at 100 upon any interest date.

Other provisions similar to those included in the outstanding Power Plant Loan.

The Michigan National Bank has indicated their interest in making the entire loan to the College. There are other sources of funds likewise interested in making this loan.

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to approve item 16.

- 17. In connection with the Quonset houses, it is desirable that there be provided temporary dining room facilities to take care of students and others during the period when the Union Building is out of service during its remodeling. It is recommended that the Board authorize the expenditure of \$50,000 as recommended by Mr. McDonel, Mr. Foster, and Mr. Erickson authorizing the construction of a temporary building with the main hall 40 x 140 feet, adjoining kitchen 40 x 100 feet, and an adjoining lobby on the other side 40 x 40 feet; contract for this construction to be given to Hanagan Brothers at a fixed fee of \$2,800.

Temporary  
dining room  
to be built  
at Quonset  
colony.

On motion of Miss Jones, approved by Mr. Armstrong, it was voted to approve item 17.

- 18. It is recommended by Mr. C. R. Erickson, Consulting Engineer, and Mr. McDonel that the Board authorize the immediate undertaking of the construction and purchase of equipment for the Power Plant addition as recommended in detail in the recommendations that are presented to the Board today. The estimated cost of all of this work is \$1,648,800; the total amount available under the proposed \$7,000,000 state building program is \$1,494,000. It is recommended that the Board authorize the ordering of boilers, generators, and other necessary equipment and authorize the undertaking of the construction sufficiently early to have the space ready for these equipments when they can be delivered with the understanding that the total expenditure authorized is not to exceed \$1,494,000. It is further understood that the plans and specifications for the building housing the power plant as designed by Mr. Erickson are to be approved by Architect Munson, with the understanding that the College will pay only one architect's fee of 5 per cent, and that the amount to be paid each is to be worked out between them.

Construction  
of power plant  
addition  
approved

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve item 18.

## ADDITIONAL ITEMS, continued

## Miscellaneous, continued

Stoves & Refrigerators for Vet's Apts to be bought from Barker-Fowler

19. It is recommended by Mr. Munson, architect, that the bid of Barker Fowler Company of Lansing be accepted to furnish 104 refrigerators and 104 electric stoves for the Married Students' Housing project at a total cost, including installation, of \$18,412. This is to be charged against this project as part of the building equipment.

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to approve item 19.

Gr. Lakes Hotel Supply- kitchen equipment for Dorms.

20. Recommendation that the bid of the Great Lakes Hotel Supply Company be accepted for the kitchen and cafeteria equipment for girls' dormitory #4, Landon Hall. The cost of the equipment as itemized is \$22,109.92 and the fee paid the Great Lakes Hotel Supply Company for their services and installation is \$3,316.49, making a total of \$25,426.41. This is to be charged against Girls' Dormitory #4 as a part of the necessary furnishings.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve item 20.

Cost of dorms 5 and 6 for women to be \$1,455,825

21. Construction of Dormitories #5 and #6 for women was authorized at the last Board meeting. The contract covering this construction is presented for approval with the H. G. Christman Lansing Company. The estimated cost of these buildings is \$1,455,825 which includes the fee of \$69,325 paid to the Christman Company. The provision for sharing in the savings below the estimated cost follow the policy set up in the contract for the addition to the Administration Building. The bonus for early delivery is  $\frac{1}{4}$  per cent of the total cost of the work for each full week that the building is completed before April 1, 1947.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve item 21.

Science bldg. to be started. Cost to be \$2,000,000

22. It is recommended that the Board authorize the starting of the construction of the Science Building at a total cost of \$2,000,000, including architect's fee and all other costs including such equipment as is essential to the making of the building usable for the purpose for which it is intended, the contract to be given to the Reniger Construction Company on the same basis as the other contracts that have been recently negotiated with the fee to the Reniger Company covering all of their services to be set at 5 per cent of the actual building cost. It is indicated that the construction on this building will get under way within the next thirty days.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to approve item 22.

Cost of Landon Hall - \$1,046,000

23. Report that the present estimated cost of Girls' Dormitory #4, Landon Hall, is \$1,046,000 including contractor's fee of \$50,000; and the present estimated cost of Snyder-Phillips Halls is \$1,903,758 including contractor's fee of \$90,000; married housing \$882,550, including contractor's fee of \$42,000.

24. The President discussed in some detail some of the problems involved in the preparation of the budget for the next fiscal year including the following items:

Discussions of preparation of budget for 1946-47.

1. Wage adjustment for labor employees.
2. Requirements for new teaching personnel to handle the increased enrollment.
3. A discussion of the probable financial status at the end of the present fiscal year.
4. Report on policies being following by other universities in adjusting salaries.
5. Commented on our retirement program, etc.
6. Presented for discussion the suggestion that the budget for the next fiscal year include possible provisions in excess of the present budget for the following items:

(a) Increased cost of maintenance	\$400,000
(b) New teaching staff personnel	490,000
(c) Wage adjustments for labor employees	180,000
(d) Salary adjustments for the present salaried employees	370,000

Total \$1,440,000

It was indicated that the income for the next fiscal year might be in excess of the income in the present budget by approximately \$1,000,000.

After considerable discussion, on motion of Miss Jones, seconded by Mr. Brody, it was voted

- (a) That a blanket adjustment in all wage rates for labor employees except the clerical staff of five cents per hour for those paid at the hourly rate, or \$10.00 per month for those paid at the monthly rate, be granted effective April 1, 1946, with the understanding that an additional adjustment of the same amount will be made for all labor employees in East Lansing on July 1, 1946, and for those away from East Lansing except where the second increase would out of line with existing labor rates in that area.
- (b) The president is instructed to prepare a tentative budget based upon the labor rates granted under (a) and upon the suggested items included under 6 above emphasizing the salary adjustment for the present the elimination of inequities, salary adjustments for able employees in the lower brackets and providing generous treatment for our most able and valuable employees.



ADDITIONAL ITEMS, continuedMiscellaneous, continued

25. Approval of granting 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 1946. Degrees granted

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to approve granting degrees to the following students at the end of the winter term 1946:

SCHOOL OF AGRICULTURE

## Degree

## Bachelor of Science

\*Victor Paul Friday  
Leonard Jackson Gardner  
John L. Halligan

Joseph Moses Jackson  
Roman Henry Koenings  
William Rust Koning

Michael Loncar  
George Steve Polich  
John Smith Titus

SCHOOL OF BUSINESS AND PUBLIC SERVICE

## Degree

## Bachelor of Arts

Frederick Eugene Druckenbrodt  
Donald K. Goulais  
\*Barbara Ann Hafford Jones

Edmund Otto Jung  
Lois Jean Kinnear

Peter Elmer Limber  
Florian Robert Lukowski  
Joseph Rowland Wilson

## Bachelor of Science

Dorothy Marie Lundbom  
Doris Ann Rinehart

SCHOOL OF ENGINEERING

## Degree

## Bachelor of Science

Wesley Gilbert Carlosh  
Thomas Chlebina

James Lehner Donaldson

\*Richard Harley Lotz  
William Lionel Sharrard

SCHOOL OF HOME ECONOMICS

## Degree

## Bachelor of Science

\*Violet Lucretia Camody  
Marian Clover

\*Louise Josephine Johnson  
Martha Louise Schwass

Joan Pearl Wilkin

SCHOOL OF SCIENCE AND ARTS

## Degree

## Bachelor of Arts

Barbara Elizabeth Brisbin  
Jean Constance Carr  
Edmond Jack Garrier  
Phyllis Ann Chevrle  
\*Mary Elizabeth Clark

Helen Indergaard Cropsey  
Nancy Shepherd Giltner  
\*Jean Marie Schmeichel  
Helen Morris Knecht

Joan Elizabeth Morgan  
Marion Elizabeth Shaw  
\*Doreen Koebel Terry  
Bette MacLachlan Vallett  
\*Richard Oliver Straight

## Bachelor of Music

Patricia Fisher

\*Joyce Wakefield O'Meara

Elsbeth Helen Swigert

## Bachelor of Science

Betty Virginia Baltzer  
\*Dorothy Emily Bull

Alice Curry  
Rudolph T. Fick, Jr.  
William Meredith Merrill

Jean Burton Sorge  
Robert Clayton Woodruff

Bachelor of Science in Chemistry

\*Richard Lee Hollingsworth

SCHOOL OF VETERINARY MEDICINE

## Degree

## Doctor of Veterinary Medicine

Robert Perry Azelton  
John Whitcomb Bardens  
Ralph E. Bigelow  
\*Harry Everett Blair  
Rebecca Kandle Borton  
Ross Gardner Brown, Jr.

Sherman C. Byrd  
Raymond C.A. Costello  
Winston Max Decker  
Lyle Wendal Dibble  
Harold Laurits Dinesen  
William Alexander Ezell

Julius Fishler  
\*Gordon Godfrey Goodband  
Jack P. Harman  
Gerard James Heyt  
Douglas Murray Hird  
Raymond Ainslie Howard

ADDITIONAL ITEMS, continuedMiscellaneous, continuedDegrees  
granted.

## 25. Degrees granted winter term, 1946, continued:

SCHOOL OF VETERINARY MEDICINE, continued

Robert Albert Jewell  
 Frank William Kingsbury  
 Victor Philip LaBranche  
 Almer L. Lashua  
 David Loewith  
 Joseph H. Lowe

J. Douglas McCluskie  
 Harold Clinton McDougale  
 Mary Jane Malloy  
 Frank Metcalf, Jr.  
 Harold Chaim Milinsky  
 Edward James Morrison  
 Gilbert Thomas O'Dell

Bruce Steward Ott  
 \*George Meade Rose  
 Ora Lynn Smith, ll  
 B. E. Stickrod  
 \*Neil B. Stirling  
 \*Gordon Gary Stocking

GRADUATE SCHOOL

## Degree

## MASTER OF ARTS

Fred Roman Humeston - Education  
 William Ralph McIntire - Education

## MASTER OF SCIENCE

Bir Singh Bhandall - Horticulture  
 Clyde Frank Cairy - Chemistry  
 Selena Augustine Joseph - Foods and Nutrition  
 Norval Richard Richards - Soil Science  
 Humberto U. Ruiz - Surgery and Medicine  
 Jack Dalton Tiner - Animal Pathology

Leaves

Additional Leaves

1. Continuation of leave of absence without pay for F. R. Theroux, Professor of Civil Engineering, through August 31, 1946.
2. Leave of absence without pay for Mrs. Margaret Hearn, Instructor in Textiles, Clothing, and Related Arts, from April 1 to June 30, 1946. Mrs. Hearn has requested leave because of the serious illness of her father.
3. Leave of absence with pay for six months for Cecil H. Nickle, Assistant Professor of Speech, effective October 1, 1946. Mr. Nickle will study at Columbia University. He has been a member of the staff since 1931.
4. Leave of absence with pay for J. M. DeHaan, Professor and Head of the Department of Psychology and Philosophy, effective from March 1 to August 31, 1946. This leave is granted for health reasons.

The Board adjourned at 2:20 p.m.

*John A. Hannah*  
 President

*Karl H. McDonel*  
 Secretary