

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
March 27, 1947

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

Absent: Mr. Akers.

The meeting was called to order at 10:15 a.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Leaves

Leaves

1. Continuation of leave of absence without pay for Mrs. Elizabeth Thornton, dormitory hostess, effective January 1, 1947 for an indefinite period.
2. Leave of absence without pay for Mrs. J. Irene Murphy, hostess at the Chi Omega Sorority, effective February 1, 1947 for an indefinite period, because of ill health.

Appointments

Appointments

1. Appointment of Mrs. Vance Roberts as hostess at the Chi Omega Sorority House at a salary of \$90 per month, effective February 17, 1947, to June 30, 1947. Mrs. Roberts will replace Mrs. J. Irene Murphy who is on leave.

Travel

Travel

1. Full expenses for Edgar L. Harden to attend a regional meeting of the State Supervisors of Guidance in Chicago on February 22-24. The College will be reimbursed for these expenses by the State Board of Control for Vocational Education.
2. Full expenses for W. E. Libby to go to Terre Haute, Indiana, on February 28 to attend a meeting of educational representatives to look over chemical warfare service equipment to be made available to educational institutions.
3. Full expenses for Paul DeKoning to give a demonstration on Dishwashing Research for the National Sanitation Foundation at the Hotel Convention in Chicago on March 10-14; expenses to be paid from National Sanitation Foundation funds.
4. Full expenses for LaVerne Taylor to attend the annual meeting of the Alumni Club in Toledo, Ohio, on March 13.
5. Full expenses for D. W. Lagging to interview Thomas Hart Benton in Kansas City on March 15.
6. Full expenses for C. M. Harrison and E. E. Down to go to Chicago on March 15-17 to attend a meeting in connection with formulating plans for projects under the Hope-Flannagan Act; expenses to be paid from Experiment Station funds.
7. Full expenses for Ray Hutson to go to Chicago on March 15-17 to attend a committee meeting in connection with projects to be financed by Hope-Flannagan funds; expenses to be paid from Experiment Station funds.
8. Full expenses for Forest Evashevski to go to Norman, Oklahoma, on March 16-28 to study southern football with Charles Wilkinson at the University of Oklahoma.
9. Full expenses for W. E. Libby and B. K. Osborn to go to Dayton, Ohio, on March 19, to screen available surplus electronic material at Wright Field.
10. Full expenses for C. E. Hoxsie to visit the Morton Arboretum at Lisle, Illinois, and to attend the National Flower Show in Chicago on March 19-21.
11. Full expenses for C. E. Wildon to attend the National Flower Show in Chicago on March 19-23. Mr. and Mrs. Wildon will accompany the judging team to the Flower Show.
12. Maintenance expenses for Ray Nelson to attend the National Flower Show in Chicago on March 20-24.
13. Full expenses for C. M. Hardin to go to Chicago on March 20 and 21 to attend a meeting arranged by the Social Science Research Council to consider agricultural marketing research; expenses to be paid from Experiment Station funds.
14. Full expenses for Walter E. Montague to attend a meeting of hotel accountants in Columbus, Ohio, on March 21 and 22.
15. Full expenses for E. B. Hill to attend a meeting of the legislative committee of the American Society of Farm Managers and Rural Appraisers in Chicago on March 21 and 22.
16. Full expenses for P. A. Herbert to attend the leaders training school for assistant county agents and vocational agriculture teachers at Pokagon State Park, Indiana, on March 21-23; expenses to be paid from Extension funds.

PRESIDENT'S REPORT, continuedTravel, continued

17. First-class railway fare for Arnold Williams to go to Toronto, Canada, on March 23-26, to visit the Pontifical Institute for Mediaeval Studies and to give a lecture on the invitation of the University of Toronto.
18. First-class railway fare for Franklin Sherman to attend the meetings of the North Central States Branch of the American Association of Economic Entomologists in Des Moines, Iowa, on March 24-27; expenses to be paid from Experiment Station funds.
19. First-class railway fare for Ray L. Janes to attend the meetings of the North Central States Branch of the American Association of Economic Entomologists in Des Moines, Iowa, on March 24-27; expenses to be paid from Extension funds.
20. Full expenses for R. C. Huston to attend a Conference of Deans and Directors of Graduate Studies in North Central Colleges and Universities in Chicago on March 25.
21. Full expenses for LaVerne Taylor to go to Newark and Coshocton, Ohio, on March 26-28, to visit high schools and interview prospective students.
22. Full expenses for Isabelle Gonon and Mabel Petersen to attend the meetings of the National Association of Deans of Women and the Vocational Guidance Association and Personnel Association in Columbus, Ohio, on March 27-31.

Travel

Miscellaneous

1. Transfer of Mrs. Mary O. Daner from Assistant Hostess in Campbell Hall to Hostess in Landon Hall and a salary increase from \$85 to \$120 per month, effective March 23, 1947 to June 30, 1947.
2. Reclassification of a position in Agricultural Engineering from Clerk-Stenographer I to Secretary Departmental I, effective March 15, 1947.

Transfer from
Mary Daner
to Landon
Hall.Reclassif.
position
As. Engr.
to Sec.-Dept.
I.RESIGNATIONS

1. Resignation of Mrs. Marie B. Bates as Dietitian and Social Hostess at Wells Hall, effective March 31, 1947.
2. Resignation of John S. Pingel as Administrative Assistant in the Office of the Dean of Students, effective March 15, 1947, to accept a position as Advertising Manager for the Reo Motor Car Company.
3. Resignation of Mrs. Margaret Smith as hostess at the Alpha Xi Delta Sorority, effective February 28, 1947.
4. Resignation of Harding H. Ferris as patrolman on the Campus Police Force, effective March 31, 1947, to accept a position at the Service Garage on the labor payroll.
5. Cancellation of the appointment of George B. Nelson as Instructor (Research) in Agricultural Engineering which was to have been effective January 1, 1947.
6. Resignation of Alfred M. Lucas as temporary instructor in Biological Science, effective March 31, 1947.
7. Resignation of Ben R. Burmester as temporary instructor in Biological Science, effective March 31, 1947.
8. Resignation of Carl R. Meloy as Assistant Professor of Physical Science, effective March 31, 1947, to accept a position as head of the Department of Chemistry at the Navy Pier branch of the University of Illinois.
9. Resignation of John S. Welling as Assistant Professor of Social Science, effective June 16, 1947, to accept a position as head of the Social Science Department at Colorado State College of Education.
10. Resignation of Howard P. Spangenberg as temporary instructor in Social Science, effective June 30, 1947.
11. Resignation of Mrs. Mary M. Leichty as temporary instructor in Written and Spoken English effective as of December 31, 1946.
12. Resignation of Alice Towson as Instructor in Foods and Nutrition, effective August 31, 1947. Miss Towson has been married and will join her husband.
13. Resignation of Mrs. Shirley A. Means as Instructor (Research) in Foods and Nutrition, effective August 31, 1947. Mrs. Means is moving with her husband to another community.
14. Resignation of Arturo Ochoa as temporary assistant in Foreign Languages, effective March 31, 1947. Mr. Ochoa has been recalled to Guatemala.
15. Resignation of Virginia Bogart as assistant in Chemistry, effective March 31, 1947.

Resignations

RESIGNATIONS, continued

Resignations

16. Resignation of Fred L. Hendrick as temporary instructor in Mathematics, effective March 18, 1947.
17. Resignation of Mrs. Marie V. McClure as technician in Anatomy, effective April 8, 1947.
18. Resignation of Harrison A. Lee as half-time graduate assistant in Biological Science, effective March 31, 1947, to accept another position.
19. Resignation of Janet C. Rees as half-time graduate assistant in Education, effective March 20, 1947, to accept a full-time position at Kent State University.
20. Resignation of John D. Brooks as quarter-time graduate assistant in Chemistry, effective March 31, 1947, to accept a position with Standard Oil Company.
21. Resignation of Harry N. Barnes, Jr. as quarter-time graduate assistant in Business Administration, effective March 15, 1947, to accept another position.

LEAVES

Leaves

1. Leave of absence without pay for Beatrice I. Fessenden, Counselor, effective March 1, 1947, for an indefinite period, because of illness in her family.
2. Leave of absence with full pay for Mrs. Edna Deo, Home Demonstration Agent in Berrien County, effective from March 21 to May 20, 1947. Mrs. Deo fell on the ice and broke both bones in one leg.
3. Continuation of leave of absence without pay for Richard Bell, Assistant Professor (Extension) of Farm Crops, through April 10, 1947, to complete his work with the French Beet Sugar industry.
4. Leave of absence without pay for Helen Baeder, Assistant Professor of Foods and Nutrition, effective for one year beginning July 1, 1947. Miss Baeder has been on leave with half pay during the past year to study for the doctorate at the University of Minnesota.
5. Leave of absence without pay for A. J. Huggett, Associate Professor of Education, from June 30 to August 8, 1947, to permit him to teach in the summer session at the University of Pennsylvania.
6. Leave of absence with full pay for Russel B. Nye, Professor and Head of the Department of English, effective for six months beginning October 1, 1947; and a leave without pay for three months beginning April 1, 1948. Dr. Nye has been granted a sum of money for research which will lead to the publication of a book on LaFollett Progressivism. Dr. Nye has been a member of the staff since September 1940.
7. Leave of absence without pay for J.W. Shirley, Associate Professor of English, for one year beginning July 1, 1947. Mr. Shirley has been on leave with half pay since July 1, 1946, to study in England on a Guggenheim Fellowship.
8. Leave of absence with full pay for Robert Langham, Assistant Professor of Animal Pathology, effective from June 15 to September 15, 1947, to study at the Mayo Foundation in Rochester.

Appointments

APPOINTMENTS

1. Appointment of Philip J. May as Comptroller and Treasurer at a salary of \$10,000 per year, effective March 15, 1947.
2. Reinstatement of Mrs. Leila B. Lane as hostess at the Alpha Gamma Delta Sorority at a salary of \$90 per month, effective March 1, 1947.
3. Transfer of Mrs. Grace Haggerty from hostess at the Alpha Gamma Delta Sorority to hostess at the Alpha Xi Delta Sorority at the same salary of \$90 per month, effective March 1, 1947, to replace Mrs. Margaret Smith.
4. Appointment of Margaret Mahoney as Resident Manager of Mary Mayo Hall at the salary of \$2400 per year, effective May 1, 1947, to replace Pearl Jackson who is being transferred.
5. Appointment of Margaret S. Weekley as Dietitian in Snyder Hall at a salary of \$2700 per year, effective April 1, 1947. This is a new position.
6. Appointment of Genevieve Greenaway as Dietitian in Mason-Abbot Halls at a salary of \$3000 per year, effective April 1, 1947.
7. Appointment of Carl Meads Horn as Associate Professor assigned half-time to the Institute of Counseling, Testing and Guidance and half-time as Administrative Assistant to the Dean of Students, at a salary of \$5400 per year, effective July 1, 1947. Mr. Horn will replace Claude E. Thompson and John S. Pingel.
8. Appointment of John B. Gartner as Instructor in Short Courses at a salary of \$1600 per year, effective April 1, 1947, on a half-time basis, and one a full-time basis at a salary of \$3200 per year, effective September 1, 1947. Mr. Gartner will replace M. A. Maxon, and the College will be reimbursed for his salary by the State Board of Control for Vocational Education.

APPOINTMENTS, continued

9. Appointment of Clarence W. Johnson as Patrolman on the Campus Police Force at a salary of \$2400 per year, effective March 20, 1947, to replace Harding Ferris.
10. Transfer of Harold J. Foster from County Agricultural Agent in Barry County to District Extension Supervisor of District No. 1 and a salary increase from \$4200 to \$4700 per year, effective May 1, 1947. His academic title is to be Assistant Professor (Extension), and his salary is paid from Bankhead-Flannagan.
11. Transfer of E. A. Wenner from County Agricultural Agent in Delta County to District Extension Supervisor of District No. 4 and a salary increase from \$4200 to \$4700 per year, effective May 1, 1947. His academic title is to be Assistant Professor (Extension), and his salary is paid from Bankhead-Flannagan funds.
12. Appointment of Wallace Albert Keskitalo as 4-H Club Agent in Ontonagon, Baraga, and Houghton Counties at a salary of \$3200 per year, effective April 1, 1947. This is a new position paid from Bankhead-Flannagan funds.
13. Appointment of Charles R. Kaufman as Assistant County Agricultural Agent in Muskegon County at a salary of \$3300 per year, effective May 1, 1947. This is a new position paid from Bankhead-Flannagan funds.
14. Appointment of Mrs. Luella Schrier as Home Demonstration Agent in Branch County at a salary of \$3100 per year, effective July 1, 1947, to replace Mrs. Grace German.
15. Appointment of Haldora Gudmundson as Home Demonstration Agent in Chippewa County at a salary of \$2900 per year, effective July 1, 1947. This is a new position paid from Bankhead-Flannagan funds.
16. Appointment of Delmas J. Wallis as Assistant Home Demonstration Agent at Large at a salary of \$2400 per year, effective July 1, 1947. This is a new position paid from Bankhead-Flannagan funds.
17. Appointment of Virginia Vance as Home Demonstration Agent in Antrim, Kalkaska, and Crawford Counties at a salary of \$2900 per year, effective June 16, 1947. This is a new position paid from Bankhead-Flannagan funds.
18. Appointment of Margaret Stuart as Home Demonstration Agent in Livingston County at a salary of \$3000 per year, effective July 1, 1947. This is a new position paid from Bankhead-Flannagan funds.
19. Appointment of Pearl Jacobson as Home Demonstration Agent in Baraga, Houghton, and Keweenaw Counties at a salary of \$3100 per year, effective June 9, 1947. This is a new position paid from Bankhead-Flannagan funds.
20. Appointment of William B. Lutz as Instructor (Extension) in Dairy and in Animal Husbandry at a salary of \$3400 per year, effective April 1, 1947, to replace George S. McIntyre.
21. Appointment of Raymond F. Kroodsma as Assistant Professor of Forestry at a salary of \$350 per month, effective from April 1 to June 10, 1947.
22. Appointment of Arthur E. Mitchell as Assistant Professor of Horticulture at a salary of \$4400 per year, effective July 1, 1947, to replace E. J. Rasmussen. His salary will be paid one-sixth from College funds and five-sixths from Experiment Station funds.
23. Reappointment of Charles Edward Morris as Instructor in Landscape Architecture at a salary of \$266.66 per month, effective from April 1 to June 30, 1947.
24. Appointment of Clyde E. Jones as Assistant Professor (Extension) of Landscape Architecture at a salary of \$3800 per year, effective May 1, 1947, to replace O. I. Gregg who will retire.
25. Transfer of Cyril R. Mill from half-time graduate assistant to Instructor in Effective Living at a salary of \$2800 per year, effective April 1, 1947. This is a new position.
26. Appointment of Earl M. Collins as Instructor in History of Civilization at a salary of \$3000 per year, effective April 1, 1947, to replace Mrs. C. M. Newlin who has been employed on a temporary basis.
27. Appointment of Charles Hirschfeld as Instructor in History of Civilization at a salary of \$3000 per year, effective April 1, 1947. This is a new position.
28. Appointment of Clyde E. Henson as Instructor in English and in Literature and Fine Arts at a salary of \$3000 per year, effective as of January 1, 1947, and subject to the rules of tenure. This is a transfer from a temporary to a permanent basis.
29. Appointment of Barbara Laging as Instructor in Literature and Fine Arts at a salary of \$200 per month, effective March 31, 1947, for as long as necessary.
30. Appointment of Mrs. Grace Sponberg as Instructor in Literature and Fine Arts at a salary of \$200 per month, effective March 31, 1947, for as long as necessary.
31. Appointment of Harold Melvin D'Arcy as Instructor in Physical Science at a salary of \$3200 per year, effective September 1, 1947.

Appointments

APPOINTMENTS, continued

32. Appointment of John Morris Klock as Instructor in Social Science at a salary of \$3200 per year, effective September 1, 1947, to replace Slavko Cerick.
33. Appointment of Onilee MacDonald as Instructor in Social Science at a salary of \$100 per month, effective March 31, 1947 for as long as necessary.
34. Appointment of Kermit H. Ohl as Instructor in Social Science at a salary of \$100 per month, effective March 31, 1947 for as long as necessary.
35. Appointment of Donald R. Come as Instructor in Social Science at a salary of \$2900 per year, effective June 15, 1947. This is a new position.
36. Appointment of Vivan H. Britton as Instructor in Business Administration at a salary of \$3000 per year, effective March 15, 1947. This is a new position.
37. Appointment of Mrs. Ruth L. Dvorsky as Instructor in Physical Education, Health and Recreation for Women at a salary of \$180 per month, effective April 1, 1947, for as long as necessary, to replace Lois Newman.
38. Appointment of Hugh Charles Forsberg as Instructor in Chemical and Metallurgical Engineering at a salary of \$2700 per year, effective April 1, 1947. This is a transfer from the half-time graduate assistantship which he now holds.
39. Appointment of Warren Allen Simons as Instructor in Engineering Drawing at a salary of \$2600 per year, effective March 15, 1947; and as Instructor in Mechanical Engineering at the same salary, effective September 1, 1947.
40. Appointment of Donald A. Bergh as Instructor in Mechanical Engineering at a salary of \$2800 per year, effective April 1, 1947. This is a new position.
41. Appointment of Sylvia Hartt as Instructor in Foods and Nutrition at a salary of \$200 for the period from June 17 to July 3, 1947.
42. Reappointment of Mrs. Irene Harris as Instructor in Foods and Nutrition at a salary of \$500 for the period from March 31 to June 11, 1947.
43. Appointment of John R. Vaughn as Assistant Professor (Extension) of Botany and Plant Pathology at a salary of \$4000 per year, effective May 1, 1947, to replace L. C. Knorr who has been transferred.
44. Appointment of Calvin E. Pederson as Instructor (Research) in Entomology at a salary of \$3000 per year, effective April 1, 1947. This is a new position.
45. Transfer of Arnold Otto Haugen from Assistant Professor (Extension) in the Conservation Institute to Associate Professor of Zoology at a salary of \$4800 per year, effective May 1, 1947, to replace B. T. Ostenson.
46. Appointment of Nicola Ziroti as Instructor in Art at a salary of \$750 for the period from June 15 to July 30, 1947. Mr. Ziroti will be in charge of the Leelanau Summer Art School.
47. Appointment of Frederic S. Dutton as Associate Professor of Chemistry at a salary of \$4500 per year, effective September 1, 1947. This is a new position.
48. Transfer of Edward C. Long from Counselor to Instructor in Mathematics at the same salary of \$3000 per year, effective March 24, 1947. This rescinds previous Board action terminating his employment on August 31, 1947.
49. Appointment of Alfred T. Anderson as Instructor in Mathematics at a salary of \$275 per month, effective from June 26 to August 31, 1947.
50. Appointment of Malcolm H. Henry as Instructor in Mathematics at a salary of \$50 per month, effective March 31, 1947, for as long as necessary.
51. Appointment of William R. Jarman as Instructor in Mathematics at a salary of \$3200 per year, effective June 16, 1947. This is a new position.
52. Appointment of Russell L. Schneider as Instructor in Mathematics at a salary of \$275 per month, effective from June 16 to July 26, 1947.
53. Appointment of Florence Grace Oberlin as Instructor in Mathematics at a salary of \$240 per month, effective from June 16 to August 31, 1947.
54. Appointment of Gerald K. Neeland as Instructor in Physics, at a salary of \$280 per month, effective March 31, 1947 for as long as necessary.
55. Appointment of Robert H. Noble as Assistant Professor of Physics and Astronomy at a salary of \$3700 per year, effective June 15, 1947. This is a new position.
56. Appointment of Harold Q. Fuller as Professor of Physics and Astronomy at a salary of \$350 per month, effective from June 15 to August 31, 1947.
57. Appointment of Grant S. Bennett as Instructor in Physics and Astronomy at a salary of \$3500 per year, effective June 15, 1947, to replace George A. Simmermacher.

APPOINTMENTS, continued

Appointments

58. Appointment of Robert D. Spence as Assistant Professor of Physics and Astronomy at a salary of \$3600 per year, effective September 1, 1947. This is a new position.
59. Appointment of Ralph Van Hoesen as Assistant Professor of Education at a salary of \$4400 per year, effective September 1, 1947. Dr. Van Hoesen has been employed on a temporary basis since October 21, 1946.
60. Appointment of George W. Angell as Associate Professor of Education and Consultant in Research in the Basic College at a salary of \$5000 per year, effective September 1, 1947. This is a new position.
61. Appointment of Ruby Junge as Assistant Professor of Education at a salary of \$3900 per year, effective September 1, 1947, to replace Martha Addy.
62. Appointment of Floyd W. Moore as Lecturer in Economics at a salary of \$1000 for the period from June 17 to August 29, 1947.
63. Appointment of William John McKinstry as Lecturer in Economics at a salary of \$800 for the period from June 17 to August 29, 1947.
64. Appointment of Paul Aushorn Miller as Assistant Professor (Extension) of Sociology and Anthropology at a salary of \$3600 per year, effective June 12, 1947. This is a new position. Mr. Miller has held a quarter-time graduate assistantship during 1946-47.
65. Appointment of Mrs. Dorothy B. Woods as Technician in Anatomy at a salary of \$2000 per year, effective April 1, 1947, to replace Marie V. McClure, and paid from Swift and Company grant No. 434-2.
66. Appointment of Charles Gainor as graduate fellow in Bacteriology at a salary of \$100 per month, effective as of January 1, 1947, and paid from Ingham County Fund No. 429.
67. Appointment of Wilbert Ernest Wade as half-time graduate assistant in Botany and Plant Pathology at a salary of \$88.88 per month, effective from March 1 to August 31, 1947, to replace Edward E. Butler.
68. Appointment of Harold F. Huddleston as halftime graduate assistant in Mathematics at a salary of \$88.88 per month, effective from March 15 to June 15, 1947. This is a new position.
69. Appointment of Robert J. Flipse as half-time graduate assistant in Dairy at a salary of \$88.88 per month, effective from June 15 to August 31, 1947.
70. Appointment of Edsel C. Laing as quarter-time graduate assistant in Chemistry at a salary of \$44.44 per month, effective from April 1 to June 15, 1947.
71. Appointment of the following quarter-time graduate assistants in Chemistry at a salary of \$44.44 per month, effective from September 15, 1947 to June 15, 1958:
 - Robert R. Bloor to replace A. R. Blackmar
 - Philip Johnson to replace W. G. Hines
 - John H. Flokstra to replace B. N. LaDu
72. Appointment of E. Harold Munn as half-time graduate assistant in Chemistry at a salary of \$88.88 per month, effective from September 15, 1947 to June 15, 1948, to replace H. D. Cook and Thomas Chulski.
73. Appointment of Mrs. Helen B. Howlett as Instructor in Home Economics at a salary of \$75 for the period from June 23-27.

TRAVEL

Travel

1. Full expenses for George Amundson to visit the Ohio Labor Saving Caravan in the northern part of Ohio one day during the week of March 10; expenses to be paid from Extension funds.
2. Full expenses for F. L. Wynd to go to St. Paul, Minnesota on March 28-30 to consult with Dr. Stakman concerning work in Botany and Plant Pathology; one-half expenses to be paid from College funds and one-half from Experiment Station funds.
3. Full expenses for Esther Anson to attend the regional meeting of the National Association for Nursery Education in Chicago on March 28 and 29; expenses to be paid from Adult Education funds.
4. Mileage on one car for four members of the staff of the English Department to attend the annual meeting of the Chicago Renaissance Society at Northwestern University on March 28 and 29.
5. Full expenses for C. E. Erickson to participate in the program of the National Vocational Guidance Association in Columbus, Ohio, on March 28-30.
6. Full expenses for L. G. Miller to attend the Midwest Power Conference in Chicago on March 31 and April 1 and 2.

March 27, 1947

Travel

7. Full expenses for E. F. Eldridge to go to Lafayette, Indiana, on March 31 and April 1 and 2 to confer on a program of milk waste research in cooperation with the Task Committee of the National Milk Institute.
8. Full expenses for S.E. Crowe and L. C. Emmons to attend the National Conference on Higher Education in Chicago on March 31 and April 1, 2, and 3.
9. Full expenses for E. N. Huby to interview Eastman Company relative to making films after football games in Chicago during the early part of April.
10. Full expenses for one person and mileage on one car for other members of the staff of the Department of Physical Education, Health and Recreation for Men to attend the annual meeting of the Midwest Physical Education Association in Milwaukee, Wisconsin, on April 2-5.
11. First-class railway fare for M. Lois Calhoun to attend the annual meeting of the American Association of Anatomists in Montreal, Canada, on April 3-5.
12. Full expenses for C. M. Hardin to attend the annual meeting of the Midwestern Milk Marketing Conference in Urbana, Illinois, on April 4 and 5; expenses to be paid from Extension funds.
13. First-class railway fare for E. A. McIntyre to attend the national convention of newspaper promotion managers in Chicago on April 7-9.
14. Full expenses for J. G. Hays, Herman Mathis, and Frank Leach to conduct a tour into the areas of Kentucky which have surplus farm labor, on April 7-19; expenses to be paid from Emergency Farm Labor funds.
15. Full expenses for R. J. Baldwin to attend a committee meeting on Adult Education in Washington, D. C., on April 8 and 9; expenses to be paid from Extension funds.
16. The following allowances are requested for staff members to attend the North Central Conference of Music Educators in Indianapolis, Indiana, on April 8-12:
 - a. Mileage on one car for Mabel Miles and Marie Adler, paid from Extension funds.
 - b. Full expenses for Roy Underwood
 - c. First-class railway fare for William R. Sur
17. Mileage on one car and maintenance expenses not to exceed \$100 for H. M. Byram, G. P. Deyoe, G. C. Cook, and H. P. Sweany to attend a conference for teacher trainers and supervisors in vocational agriculture in Chicago on April 9-12; expenses to be reimbursed by the State Board of Control for Vocational Education.
18. Full expenses for Leslie W. Scott to attend a conference of the Association of College Unions at the University of Illinois on April 10-12.
19. Mileage on one car for M. M. Knappen to attend the annual national meeting of the American Society of Church History in Indianapolis, Indiana, on April 11 and 12.
20. Full expenses for Isabelle Gonon to attend the biennial convention of the American Association of University Women in Dallas, Texas, on April 14-18.
21. Full expenses for E. L. Benton, G. L. Blank, and H. F. Moxley to attend a conference of Animal Husbandry specialists at Ames, Iowa, on April 15-17; expenses paid from Extension funds.
22. Full expenses for S. C. Lee to attend the meeting of the American Oriental Society in Washington, D.C., on April 15-17.
23. The following travel allowances are requested for staff members to attend the meeting of the American Chemical Society in Atlantic City, New Jersey, on April 14-18:
 - a. Full expenses for Dean R. C. Huston
 - b. Full expenses for one member of the staff of the Department of Chemical and Metallurgical Engineering.
 - c. Full expenses for Clyde Cairy; paid from Upjohn Richland Farms Fund No. 560R.
 - d. Full expenses for E. J. Miller; paid from Experiment Station funds.
 - e. Full expenses for L. L. Quill; and 4 first-class railway fares for members of the staff of the Chemistry Department, with the understanding that if more than 4 go they can divide the money among them.
24. The following travel allowances are requested for members of the staff to attend the meeting of the Great Lakes Section of the Institute of Food Technologists in Toledo, Ohio, on April 18:
 - a. Firstclass railway fare for Mary Morr.
 - b. Full expenses for Pauline Paul; paid from Experiment Station funds.
25. First-class railway fare for J. M. Apple to attend the Time Study and Methods Conference of the Society for the Advancement of Management in New York City on April 18 and 19.
26. Full expenses for Paul D. Bagwell to appear on the General Session Program of the Eastern Public Speaking Conference in New York City on April 18 and 19.
27. Mileage on two cars for members of the staff of the Department of Speech, Dramatics and Radio Education to attend the Central States Speech Conference in Columbia, Missouri, on April 18 and 19.

TRAVEL, continued

Travel

28. Full expenses for a member of the staff of the Department of Animal Husbandry to accompany the Junior Judging Team to the University of Illinois on April 19 and Purdue University at a later date in April.
29. Full expenses for A. J. Fanshin to go to Madison, Wisconsin, on April 20-27 to consult with the staff of the U. S. Forest Products Laboratory in regard to publication of an Experiment Station funds.
30. Full expenses for V. R. Gardner to attend a meeting of the Experiment Station Directors of the North Central Stations in Peoria, Illinois, on April 21-23; and to visit the U. S. Forest Products Research Laboratory in Madison, Wisconsin, on April 24; paid from Experiment Station funds.
31. Full expenses for R. S. Linton to attend the convention of the American Association of Collegiate Registrars in Denver, Colorado, on April 21 to 24.
32. Full expenses for Marie Dye to attend the regional meeting of heads of home economics departments in Peoria, Illinois, on April 22.
33. The following travel allowances are requested for staff members to attend the meetings of the Mississippi Valley Historical Association in Columbus, Ohio, on April 24-26:
 - a. Mileage on one car for members of the staff of the Department of History of Civilization.
 - b. First-class railway fare for Martha Layman.
34. Mileage on one car for members of the staff of the Department of Sociology and Anthropology, to attend a meeting of the Ohio Valley Sociological Society Conference in Columbus, Ohio, on April 25 and 26.
35. First-class railway fare for Beatrice Grant and Leona MacLeod to attend Career Day in Chicago on April 25 and 26.
36. Mileage on two cars for members of the staff of the Mathematics Department to attend the meeting of the American Mathematical Society in Chicago on April 25 and 26.
37. First-class railway fare for Marjorie E. Gesner to attend the meeting of the Medieval Academy in Boston, Massachusetts, on April 25 and 26.
38. First-class railway fare for W. B. Brookover to attend the meeting of the Midwestern Sociological Society in Des Moines, Iowa, on April 25-27.
39. Full expenses for Russel L. Villars to attend the convention of the National Association of College Stores in Cleveland, Ohio, on April 28-30.
40. Full expenses for C. V. Ballard, H. A. Berg, and R. J. Baldwin to attend a meeting of Central States Directors of Extension in Chicago on April 28-30.
41. Full expenses for G. A. Branaman to accompany a carload of steers to Chicago late in April.

MISCELLANEOUS

1. Approval of granting the appropriate degrees to those students who according to the records of the registrar have completed the requirements for graduation at the end of winter term 1947, as per list on file in the Registrar's Office and in the Secretary's Office.
2. Approval of a memorandum of understanding with the Willys-Overland Motors, Inc. covering a grant of \$500 to be used by the Department of Agricultural Engineering in conducting a research program in the form of a farm survey.
3. Approval of a memorandum of understanding with the Community School Service Program of the Michigan Department of Public Instruction covering a grant of \$2000 (agreement for additional \$2700 to be made later) to be used by the Department of Sociology and Anthropology in conducting certain surveys.
4. Continuation of the memorandum of understanding with the Tennessee Corporation of Atlanta, Georgia, and acceptance of an additional grant of \$300 to be used by the Department of Horticulture in studies dealing with certain copper-containing fungicides.
5. Approval of a memorandum of understanding with the Beet Sugar Development Foundation of Fort Collins, Colorado, covering a grant of \$1500 to be used by the Department of Agricultural Engineering in research work on sugar beets.
6. Continuation of a memorandum of understanding with the Tennessee Corporation of Atlanta, Georgia, covering an additional grant of \$300 to be used by the Department of Botany and Plant Pathology in studies dealing with certain fungicides.
7. Approval of a memorandum of understanding with the National Dairy Council of Chicago covering a grant of \$8050 to be used in continuing the project relative to the influence of soil fertility on the food value of milk.
8. Continuation of the memorandum of understanding with the National Dairy Council of Chicago covering an additional grant of \$5000 to be used by the Department of Foods and Nutrition in studies on the utilization of certain food nutrients by healthy older women.

Degrees
granted end
winter term
1947.Memo of Under-
standing
Willys-Over-
land MotorsMemo of Un-
derstanding
Comm. School
Service Pro.Memo of under-
standing with
Tenn. Corp.Also Beet
Sugar De-
velopmentAlso Tenn.
Corp.Also Nation-
al Dairy
CouncilAlso Nation-
al Dairy
Council.

MISCELLANEOUS, continued

- Inc. salary
Bruce Kelley. 9. Increase in salary for Bruce Kelley, Instructor in Short Courses from \$120 to \$295 for the period from March 3 to April 30, 1947.
- Inc. salary
Aniese S. Ellis 10. Increase in salary for Aniese S. Ellis, Patrolman on the Campus Police Force, from \$2400 to \$2500 per year, effective March 16, 1947.
- Ch. in title
J.G. Wells 11. Change in title of J. G. Wells from Assistant County Agent Leader to District Extension Supervisor for District No. 5, effective April 1, 1947. Mr. Wells will retain the title of Superintendent of the Upper Peninsula Experiment Station at Chatham.
- Ch. in title
B.D. Kuhn 12. Change in title of B. D. Kuhn from Assistant State Leader to District Extension Supervisor for District No. 3, effective April 1, 1947.
- Inc. salary
S.H. Wittwer 13. Increase in salary for S. H. Wittwer, Assistant Professor of Horticulture, from \$3800 to \$4100, effective April 1, 1947; paid one-half from College and one-half from Experiment Station funds.
- Ch. in title
O.C. Smucker 14. Change in title of Orden C. Smucker from Assistant Professor to Associate Professor of Social Science, effective April 1, 1947.
- Ch. in title
Melvin J. Segal 15. Change in title of Melvin J. Segal from Assistant Professor to Associate Professor of Social Science, effective April 1, 1947.
- Ch. in salary
A. Vander- 16. Change in salary for Alice Vander Velde from \$300 to \$180 per month, effective April 1, 1947. Miss Vander Velde is a temporary instructor in Social Science.
- Inc. salary
Howard Womochel. 17. Increase in salary for Howard Womochel, Assistant Professor of Mechanical Engineering, from \$3800 to \$4050 per year, effective April 1, 1947.
- Ch. in status
Alice Thorps 18. Change in status of Mrs. Alice Thorpe from Instructor (Research) on a half-time basis to Instructor in Home Management and Child Development on a full time basis and a salary increase from \$100 to \$200 per month, effective April 1, 1947; paid one-half from Experiment Station funds.
- Appt. Virgil Scott to be July 1, 1947. 19. The appointment of Virgil J. Scott as Assistant Professor of English is to be effective July 1, 1947, but his salary will not start until September 1, 1947.
- Ch. in status
Eleanor Gifford 20. Change in status of Mrs. Eleanor Gifford from half-time to full-time assistant in Chemistry and a salary increase from \$90 to \$175 per month, effective April 1, 1947.
- Russell Carr's appt. postponed indefinitely. 21. The effective date of the appointment of Russell E. Carr as Assistant Professor of Mathematics has been postponed indefinitely.
- Ch. salary
Mrs. Hickok 22. Change in salary of Mrs. Florence F. Hickok, Instructor in Physics and Astronomy, from \$165 to \$80 per month, effective March 20, 1947.
- W.B. Moffett Act. Head Engl. Dept. 23. Designation of Wallace B. Moffett, as Acting Head of the English Department at an additional salary of \$25 per month, effective from October 1, 1947 to June 30, 1948, during the period of Dr. Nye's leave.
- Inc. salary
Floyd Eads 24. Increase in salary for Floyd E. Eads, Instructor in Surgery and Medicine, from \$2800 to \$3300 per year, effective April 1, 1947.
- Ch. in status
D.F. Goss to 1/2 time Grad. Asst. Bus. 25. Change in status of Donald F. Goss from quarter-time to half-time graduate assistant in Business Administration at a salary of \$88.88 per month, effective April 1, 1947.
- Adm. 26. Increase in salary for Edward F. Vidro, half-time graduate assistant in Electrical Engineering, from \$88.88 to \$111.11 per month, effective April 1 to June 15, 1947.
- Inc. salary
Edw. Vidro 27. Change in status of Jane Cumming Walter from half-time to three-quarter time graduate assistant in Mathematics at a salary of \$133.32 per month, effective from April 1 to June 15, 1947.
- Ch. status
Jane Cumming Walter 28. Increase in salary of James G. Renno, half-time graduate assistant in Mathematics, from \$88.88 to \$111.11 per month, effective from April 1 to June 15, 1947.
- Inc salary
Jas. Renno 29. Payment of the following amounts to salaried employees for work in connection with athletic events during the winter term:
- Additional amounts paid salaries employees.
- | | | | | | |
|-------------------|---------|------------------|---------|-----------------|---------|
| Ray Barlow | \$48.00 | Stuart Gallacher | \$51.00 | Clayton Otis | \$36.00 |
| Louis Beechnau | 42.00 | Carl Gerlach | 35.50 | Bruce Pettit | 50.00 |
| Leonard Blakeslee | 29.00 | William Gill | 63.00 | Charles Piper | 45.00 |
| Charles Branz | 6.00 | C. C. Hamilton | 39.00 | John Ramsay | 54.00 |
| W. W. Burt | 7.00 | C. D. Hause | 33.00 | K. C. Randell | 39.00 |
| Charles Clark | 51.00 | Ray Heydrick | 36.00 | L. S. Robertson | 44.75 |
| John Clark | 41.00 | Jewell Jensen | 68.75 | Paul Rumpsa | 44.00 |
| R. L. Cook | 68.50 | Gerald Knapp | 3.00 | George Sawdy | 3.00 |
| J. F. Davis | 36.00 | Elwood Lawrence | 51.00 | Lawrence Searl | 48.00 |
| R. J. Davis | 98.00 | Paul Leckner | 36.00 | Vern Severance | 84.00 |
| Ray Ely | 33.00 | Jean Lockwood | 45.00 | Edward Spencer | 6.00 |
| John Emery | 3.00 | Middleton Lyons | 33.00 | Emerson Sweet | 6.00 |
| Orville Everett | 56.00 | C. N. McCarty | 71.75 | James Tyson | 75.00 |
| L. C. Exelby | 33.00 | George McMinn | 52.00 | Wayne Van Riper | 12.00 |
| T. F. Foster | 39.00 | George Mitchener | 3.00 | Elmer Wilcox | 44.50 |

MISCELLANEOUS, continued

30. The following amounts were paid salaried employees since the February Board meeting:

| Auditorium | | Auditorium | | Miscellaneous | |
|-------------------|---------|-------------------|---------|------------------|---------|
| Eugene Barnes | \$ 5.00 | Morris McElmurray | \$50.00 | Nell Howery | \$28.00 |
| Charles Branz | 50.00 | Noel Miller | 23.00 | Charles Hampton | 28.00 |
| Warren Burt | 53.00 | Rex Norris | 10.00 | T. R. Ford | 148.80 |
| Leon Buysse | 50.00 | Norma Olson | 11.00 | Raymond Early | 150.75 |
| L. E. Chapman | 53.00 | Elmer Peterson | 35.00 | J. K. Richards | 75.00 |
| John Emery | 50.00 | George Sawdy | 23.00 | Marjorie Godfrey | 5.00 |
| Helen Evans | 53.00 | Miscellaneous | | Dorothy Purchase | 10.00 |
| Helen Greene | 37.00 | Helen Greene | 11.00 | Rudolph Fick | 11.00 |
| Mildred Jeffers | 39.00 | Harding Ferris | 100.00 | Anita Brown | 4.80 |
| Gerald Knapp | 13.00 | C. E. Wildon | 112.00 | Wayne Van Riper | 5.00 |
| Floyd Macklem | 44.00 | Dorothy Washburn | 120.00 | Norma Olson | 10.00 |
| Laurence Searl | 47.00 | Marjorie Kintz | 120.00 | George Sawdy | 5.00 |
| Robert Troxell | 47.00 | Louise Fountain | 10.00 | | |
| Wayne Van Riper | 45.00 | V.D. Hildebrandt | 12.00 | | |
| Clella Weissinger | 42.00 | | | | |
| Neal Whitehead | 41.00 | | | | |
| Raymond Yerkie | 44.00 | | | | |

31. Change in status of Georges J. Joyaux, Assistant in Foreign Languages, from part-time at a salary of \$90 per month to full-time at a salary of \$200 per month, effective from July 28 to August 30, 1947.
32. Request from Dean Rodney for authorization to employ three lecturers in Business Administration for the spring term to conduct courses for Short Course students.
33. Transfer of Mrs. Marian Armbrustmaker, Chief Telephone Operator, from the labor payroll to the salary payroll at a salary of \$2100 per year, effective April 1, 1947. Her present salary is \$170 per month.
34. Additional position in the Secretary-Departmental II classification in the Department of Physical Education, Health and Recreation for Men.
35. Additional Clerk-Typist position in the Department of Physical Education, Health and Recreation for Men.
36. Reclassification of a Clerk-Stenographer I position to a Secretary-Departmental II position in the Department of Physical Education, Health and Recreation for Men, effective April 1, 1947.
37. Additional Clerk-Typist position in Snyder-Phillips Halls.
38. Two additional Clerk-Typist positions in the Barracks Apartments Office.
39. Reclassification of a Clerk-Stenographer I position to a Clerk-Stenographer II position in the Department of Botany and Plant Pathology, effective March 1, 1947.
40. Request for an appropriation of \$900 for the following uses of the Auditorium during the spring term:

| | |
|---|-------|
| Civic Orchestra Festival, Sunday, April 13. | \$100 |
| Vocal Festival, Saturday, May 10. | 100 |
| (An appropriation of \$200 is requested for the necessary setup for this affair). | 200 |
| Orchestra Concert, Friday, May 16. | 100 |
| Chorus Concert, Sunday, May 18. | 100 |
| Band Concerts, May 28, June 4 (in case of rain only) | 200 |
| Combined Glee Club Concert, Tuesday, May 13. | 100 |

41. Statement from Ernst & Ernst in the amount of \$3,080.35 for services in connection with the building audit.

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

42. Authorization to write off the following shortages due to errors made in the rush of registration within the last year:

| | |
|--|----------|
| Regular Cashier, spring term 1946. | \$115.29 |
| L. E. Chapman, fall term 1946. | 9.63 |
| Laurence Searl, winter term 1947. | 5.50 |
| L. C. Stephens, fall term 1946. | 12.00 |

In addition, there is a shortage occasioned by the cashier's covering a creamery check returned for insufficient funds in the amount of \$16.80.

43. Communication from the Michigan Association of Nurserymen requesting additional facilities for the teaching of the courses in Horticulture in which they are interested.
44. Communication from the Detroit Trust Company reporting the assets of the Harriet Kimball Fee Trust as of January 22, 1947.

Additional amounts paid salaried employees.

Change in status Georges J. Joyaux to full time 3 lecturers approved for Bus. Adm. Trans. of Mrs. Armbrustmaker to salary payroll. Add. Sec.-Dept II position Phys. Ed. Men also Clerk-typist & reclassif. of position Add. Clerk-Typist position Snyder-Phillips Hall Clerk-Sten. II Bot. & Pl. Path.

Appropriation \$900 for uses of Auditorium spring term.

Statement Ernst & Ernst app.

Shortages written off in Accounting office.

Communic. from Detroit Trust Co. reporting assets of Harriet Kimball Fee Trust.

Approval of
Lecture-Con-
cert Course
for 1947-48

45. Following is the proposed budget for the Lecture-Concert Series for 1947-48:

Expenditures

| | | |
|---|--------|----------|
| Opera, "Madame Butterfly" (two) | \$5700 | |
| Ballet (two) | 5000 | |
| Philadelphia Orchestra (two) | 8000 | |
| Morton Gould Orchestra (two) | 6500 | |
| Eleanor Steber (two) | 2500 | |
| Albert Spalding (two) | 2000 | |
| Helen Traubel (two) | 4000 | |
| John Charles Thomas (one) | 3000 | |
| Marian Anderson (one) | 3500 | |
| Dorothy Kirsten and Eugene Conley (one) | 1800 | |
| DePaur's Infantry Chorus (one) | 1200 | |
| Leonard Warren (one) | 1200 | |
| Philharmonic Piano Quartet (one) | 1200 | |
| Lecturers (eight) | 4000 | |
| World Adventure Series (estimated) | 3000 | |
| Auditorium Rental | 5000 | |
| Miscellaneous Expense | 2000 | |
| Total | | \$59,600 |

Receipts

| | | |
|---|-------|--------|
| Season Tickets | 27000 | |
| Season tickets (student wives) | 3500 | |
| Door sales (including World Adventure Series) | 12000 | |
| Budget allocation | 20000 | |
| Total | | 62,500 |

Frequency
Modulation
facilities to
be installed-
\$18,00000
appropriated
Night-time
broadcasting
hours to be
requested.

46. Prior to the outbreak of the war petition was filed with the Federal Communications Com-
missions Commission for a license for a Frequency Modulation broadcasting. The Commission
is now ready to grant this request. It is estimated that the cost of installation of Fre-
quency Modulation facilities will be approximately \$18,000. It is necessary to advise the
Communications Commission if we are prepared to make the installation if the license is
granted.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to approve the above item and to
make appropriation required; and it was urged that every effort be made to gain favorable con-
sideration for our pending request before the Federal Communications Commission for night-time
broadcasting privileges.

47. Approval of the following resolutions relative to investments:

WHEREAS, The State Board of Agriculture, a constitutional corporation, of the State
of Michigan, is the owner of United States Treasury Bonds, dated April 15, 1943, due Sep-
tember 15, 1952, bearing interest at the rate of two per cent (2%) per annum, which bonds
are registered in the name of Michigan State Board of Agriculture (a corporation), which
bonds are three in number, bearing serial numbers 1910 L, 1911 A and 1912 B, and which
bonds are in the denomination of One Hundred Thousand Dollars (\$100,000.00) each; and

WHEREAS, IT IS THE DESIRE OF THE STATE BOARD OF AGRICULTURE to sell and convey all
its right, title and interest in and to said bonds;

NOW, THEREFORE, IT IS RESOLVED that J. A. Hannah, President of The State Board of
Agriculture, and Karl H. McDonel, its Secretary, be and they are hereby authorized and
directed to sell and convey the above described securities at the current market price
available for said securities; and they are hereby authorized and directed to perform all
acts and deeds, including the execution of any assignments, in connection therewith, neces-
sary and proper to sell and assign the interest of The State Board of Agriculture in said
bonds.

IT IS FURTHER RESOLVED that any and all assignments and requests for payment of the
above described securities heretofore or hereafter made by the above named officers are
hereby ratified and confirmed.

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

It was moved by Miss Jones and supported by Mr. Mueller that \$200,000 U. S. Treasury 2%
Bonds due September 15, 1950-52, be sold at the market price of approximately 102 19/32,
for the Corporate Account under the terms of Trust Agreement dated August 15, 1945 between
the State Board of Agriculture and Ann Arbor Trust Company, Trustee.

It was moved by Miss Jones and supported by Mr. Mueller that \$700,000 U. S. Treasury 1½%
Notes due September 15, 1948, be purchased at the approximate market price of 100 26/32, for
the Corporate Account under the terms of Trust Agreement dated August 15, 1945 between the
State Board of Agriculture and Ann Arbor Trust Company, Trustee.

48. The Ann Arbor Trust Company submits their detailed report of their recapitulation of State
Board of Agriculture investments as of December 31, 1946.

Approval
of resolu-
tions re:
to invest-
ments.

Ann Arbor
Trust Co.
reports re:
investments.

MISCELLANEOUS, continued

49. The Ann Arbor Trust Company presents their monthly statement on the status of the various funds covering the self-liquidating buildings now under construction.

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to approve the President's Report, Resignations, Leaves, Appointments, Travel and Miscellaneous items except items on which action already appears.

50. The following ordinance has been prepared by Attorney Ballard:

AN ORDINANCE TO PROHIBIT SMOKING AND THE CARRYING OF LIGHTED TOBACCO IN CERTAIN BUILDINGS AND STRUCTURES SITUATED UPON THE MICHIGAN STATE COLLEGE CAMPUS AND FARMS. BE IT ENACTED BY THE STATE BOARD OF AGRICULTURE:

Smoking Ordinance approved.

Section 1. Smoking and the carrying of lighted tobacco in all of the buildings and structures situated upon the Campus and Farms of Michigan State College are hereby prohibited. It is understood that smoking may be permitted in the Union Building and in certain areas of the dormitories under regulations covering these buildings. Certain rooms may be set aside in the fire-proof structures, with the approval of the Secretary, in which smoking may be permitted.

Section 2. This ordinance is enacted pursuant to the authority vested in the State Board of Agriculture by Compiled Laws of 1929, Sections 447 and 7860. A wilful violation thereof by any person or persons shall constitute a misdemeanor and upon conviction any person or persons wilfully violating the provisions of this ordinance shall be subject to the penalties prescribed by the statute in such case made and provided, the same being the Compiled Laws of 1929, Section 448.

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

51. Foster, Schermerhorn, Foster, Inc. request that their fee for erection of the temporary buildings which they have recently completed be increased to permit them to recover what they claim to be an alleged loss of \$7,422 on this project. Their original fee was \$2300 which was later increased to \$3600, and they suggest that their fee should be in total \$12,500. Mr. Erickson in a detailed review makes several suggestions including one that the fee be increased to bring the total fee up to about 8 per cent of the actual cost of the project which would involve a supplemental payment of \$5,596.51.

Foster, Schermerhorn, Foster, Inc. request additional fee.

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to indicate a willingness to give consideration to the request of Foster, Schermerhorn, Foster for additional compensation and to have our auditors check their cost records and determine the actual expenses incurred by them on the college project, including a properly determined allocation of overhead.

ADDITIONAL ITEMSResignations

1. Mrs. Nellie Loomis as temporary Instructor in Effective Living, effective March 31, 1947.
2. Maurice Fall as temporary Instructor in Written and Spoken English, effective March 31, 1947.
3. Lois M. Newman as Instructor in Physical Education, Health and Recreation for Women, effective March 21, 1947. She is moving to another state with her husband.
4. Dudley Hall as half-time graduate assistant in Forestry, effective as of December 31, 1946. Mr. Hall did not return to college.

Resignations

Leaves

1. Leave of absence without pay for one year for Raymond P. Harris, Assistant Professor of Effective Living, effective from July 1, 1947 to June 30, 1948, so that he may participate in a national study on the instruction of teachers in teachers colleges.

Leaves

Appointments

1. Appointment of Mrs. Ada Belle Ketcham as Hostess in Benson House at a salary of \$85 per month, effective March 25, 1947, to replace Mrs. Ethelyn Munshaw who is being transferred.
2. Appointment of Robert E. Torp-Smith as Instructor in Civil Engineering at a salary of \$3000 per year, effective March 31, 1947. This is a new position.
3. Appointment of Mrs. Elaine VanAken Cowen as Instructor in Mathematics at a salary of \$250 per month, effective from June 16 to August 31, 1947.

Appointments

Travel

1. Full expenses for A. W. Farrall to attend a meeting of the Regional Committee to discuss the Hope-Flannagan project in Chicago on March 27-29; expenses to be paid from Experiment Station funds.

Travel

2418
Report of death of Gaylord Nelson
ADDITIONAL ITEMS, continued

Miscellaneous

1. Report of the death of Gaylord Nelson, temporary Instructor in Mathematics, on March 22, 1947, salary to be terminated on March 31, 1947.
2. Change in salary of Aleath Garrity, part-time Instructor in Written and Spoken English, from \$150 to \$70 per month, effective March 20, 1947, for as long as necessary.
3. Change in salary of Mildred Toogood, part-time instructor in Written and Spoken English, from \$150 to \$70 per month, effective March 20, 1947, for as long as necessary.
4. Change in salary of Mrs. Frances Hayworth, temporary instructor in Written and Spoken English, from \$225 to \$150 per month, effective March 20, 1947.
5. Change in title for Ruth Evelyn Sanders from Instructor (Research) to Assistant Professor (Research) and increase in salary from \$3300 to \$3800 per year, effective April 1, 1947, and paid \$900 from Experiment Station funds and \$2900 from Central Brucella funds.
6. Postponement for an indefinite period of the appointment of Mrs. Ruth Gunn as Instructor in Bacteriology and Public Health which was to have been effective on February 1, 1947.
7. Payment of \$24 to Louis Hamilton, an employee of the Power Plant, as compensation for time lost because of an injury received while working.
8. Authorization for a hernia operation for Vernon M. Squier who was injured while working in the store room in the Quonset Cafeteria.
9. Recommendation that the eight weeks' short course fee be increased from \$5 to \$7.50 and that students enrolled in these courses be entitled to free admissions to college athletic events and lecture course programs.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to approve the foregoing Additional Items.

10. Discussion of the problems of staff of the Health Service. Impending resignations of the entire medical staff. A possible solution:
 - a. Increase in salary of the Director from \$8400 to \$10,000 per year, effective April 1, 1947.
 - b. Increase the salaries of Dr. Rowe and Dr. Klewicki to \$7500, effective April 1, 1947.
 - c. Appointment of Dr. Howard Mauthe, at a salary of \$7500 per year, effective April 1, 1947.
 - d. Initiate a system of charging 50 cents for each clinic call at the desk before the treatment card is given the student. This fee is charged as a hospital service fee and is not to be regarded as a fee for consulting a physician. The 50-cent fee is to be in effect from 8 a.m. to 5 p.m. daily, and the fee is to be increased to \$1 from 5 p.m. until 8 a.m. this to be effective April 6, 1947.
 - e. Medicines and medications, X-ray, and treatments of all kinds are to continue to be without charge with the exception that vitamins and vitamin preparations are to be sold at cost, effective April 1, 1947.

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

11. Discussion of the problem created by the retirement of Dean Giltner as Dean of Veterinary Medicine. It is recommended:
 - a. That Dr. C. S. Bryan be appointed Acting Dean of the School of Veterinary Medicine during the period of Dean Giltner's leave of absence from July 1, 1947 to June 30, 1948, and that his salary be increased \$500 per year for the period of his acting deanship.
 - b. That Dr. H. J. Stafseth be appointed Acting Head of the Department of Bacteriology and Public Health and in charge of the curriculum of Medical Technology for the period July 1, 1947 to June 30, 1948, and that his salary be increased \$500 per year for the period.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the above recommendations in item 11.

- 12.. Discussion of the case of O'Neal Mason. It is recommended:
 - a. That his resignation be accepted effective March 31, 1947.
 - b. That the recommendation of the Retirement Committee be approved, that inasmuch as he has taught continuously for four years without having any time free from teaching he be paid full salary for nine months for the three terms that he has worked in addition to what is ordinarily expected of our teachers, - this payment to be made in one lump sum March 31, 1947.
 - c. Mr. Mason's request for a year's leave of absence and retirement under the 25-year rule is denied.

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

13. Dean Anthony and Professor Hudson again request authorization to initiate some changes in the barn at the Wieland farm to make it possible to transfer their horse breeding operations to that site. It is estimated that the cost of this project will be approximately \$4000.

On motion of Mr. Armstrong, seconded by Mr. Brody, it was voted to approve item 13.

ADDITIONAL ITEMS, continued

2419

Miscellaneous, continued

14. The location of the temporary classroom buildings in the Forestry Nursery has made it necessary to abandon the Forestry Nursery entirely and to turn over to the Forestry Department the area formerly used for Plant Pathology for the plant disease experiments directly south of Shaw Lane on the west side of the railroad spur. A new area at the intersection of Forest and College Roads has been set aside for Botany and Plant Pathology experimental purposes. To make this area usable it is necessary to install a 10-inch well, purchase a 60-h.p. gasoline engine, install the necessary irrigation lines. The estimated cost of this project is as follows:

New well
for Botany
and Plant
Path. experi-
mental field.

| | |
|---|----------|
| Cost of 10-inch well, 400 feet | \$2,500 |
| Cost of well turbine pump | 3,315 |
| Cost of engine and irrigation unit spray pipes, etc. | 3,600 |
| Contingencies | 585 |
| Total | \$10,000 |

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

15. Request from the City Attorney of South Haven that the State Board of Agriculture sell a narrow strip to the City of South Haven for street purposes.

Inasmuch as there is a stipulation in the deed to this land when it was conveyed to the State Board that it not be used for other purposes than the experiment station, and since this area is primarily for the convenience of an adjoining landowner so that he may be able to sell his property to better advantage, it is recommended that the request be denied.

Attorney at
South Haven
requests
narrow strip
of land at
So. Haven
exp. sta.
for street
purposes.
Denied.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to turn down the above request.

16. We are advised by the Detroit Trust Company that as of January 2, 1947, Mr. Harry A. Fee has established a trust with the Detroit Trust Company, the income to be used for the benefit of the Hidden Lake Gardens. The securities in this trust as of February 25 have a ledger value of \$92,474.32 and a market value of \$186,204. This is Trust 20100 of the Detroit Trust Company. Mr. Fee has not advised us other than through this indirection of the creation of this trust.

Trust es-
tablished
by Harry A.
Fee - income
to be used
for Hidden
Lake Gardens

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to instruct the President to express to Mr. Fee the sincere appreciation of the Board for his generosity and assure him that his wishes in regard to Hidden Lake Gardens will be carried out to the letter.

17. Discussion of the present status of the various measures dealing with Michigan State College financing bills before the legislature:

Discussion
of legisla-
tive bills.

- Deficiency appropriation
- Funds for maintenance and operation
- Funds to complete the building program
- Hope-Flannagan monies

18. Costs of the self-liquidating projects beyond estimates:

- It is now estimated that the cost of Snyder-Phillips dormitories will exceed the original estimate by not more than \$150,000.
- It is now estimated that the cost of completion of the 11 apartment buildings will exceed the original estimate by now more than \$181,000.
- We have not as yet received from Mr. Calder the present estimated costs of Landon, Yakeley, and Gilchrist Halls.

Estimated
cost of
self-liqui-
dating
buildings.

After discussion with Mr. Cress, it is suggested that the amount of money required to complete these projects be taken out of the \$2,000,000 set up for the Union Building. In August it will be necessary to arrange permanent financing for \$3,800,000 of this borrowing which was on a temporary basis, and at that time the amount of the loan can be increased to provide funds needed to complete all of the projects included in this program.

19. Discussion of the addition to the Union Building project. Mr. Calder, Mr. Foster, and Mr. Scott had lunch with the Board to discuss this entire program in detail. It is recommended:

Discussion
of Union
Building
project.

- That all hotel rooms and the proposed large ballroom be eliminated from this building which will eliminate the necessity for one wing which was proposed, and that the hotel rooms and the large ballroom be incorporated in the Hotel and Continuing Education building.
- That construction be started within the next few days in accordance with the plans that were presented to the Board.

Christman
authorized
to proceed
with Union
project.

On motion of Mr. Berkey, seconded by Miss Jones, it was voted to approve the alterations and additions to the Union Building as outlined by Mr. Calder and authorize the officers to execute the necessary contract with the Christman Company covering these alterations at a total cost not to exceed \$2,000,000.

20. Discussion of the primary school situation to take care of the children in our Harrison Avenue housing area, in view of the recent action taken by the East Lansing School Board in turning out three second-grade pupils from this area who have been enrolled during the present school year.

Discussion
of primary
school situ-
ation as it
affects
children in
housing area.

21. Discussion of recent developments in connection with the acquisition of the Weather Bureau property.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

Fire Chief reports inadequate fire escapes on Music Practice Bldg.

22. The Chief of the Fire Department points out that there are inadequate fire escapes in the Music Practice Building and recommends that fire escapes be installed.

No action.

Discussion of automobile which Artificial Breeders wish to buy for Mr. Baltzer

23. Discussion of the situation that has arisen in connection with the proposed automobile to be purchased by the Michigan Artificial Breeders for the personal use of Mr. Baltzer.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to affirm the policy of the College as outlined by the President in his letter to Dean Anthony. This policy is that all employees of Michigan State College are to receive their total remuneration from the College and are not to accept salaries, bonuses, gifts, or other remunerations for work in connection with their college responsibilities.

Discussion of problems faced by certain departments.

24. Discussion of the progress of various college buildings now under construction.

25. Discussion of some of the problems faced by certain departments:

- a. Journalism
- b. Bacteriology
- c. Literature and Fine Arts
- d. Department of Forestry with the request that enrollments be limited to 100 juniors.
- e. School of Veterinary Medicine with the suggestion that they be authorized to increase the quota of first-year veterinarians from 64 to 96 or more.

Report of housing situation on campus

26. Report from Mr. Foster that if the housing now under way is completed, we will have housed in the fall of 1947 8,760 college students in college housing. This will be exclusive of wives of students living in college housing who may also be enrolled.

Discussion of preparation of budget.

27. Discussion of the preparation of the budget for the fiscal year of 1947-48.

After considerable discussion, it was understood that the President and the Comptroller proceed with the preparation of the tentative budget for the next fiscal year based upon the requests for funds now pending before the Michigan legislature.

Large firm of architects and engineers to be employed for dormitory-stadium project.

28. Discussion of the matter of architects and engineers for the stadium-dormitory project.

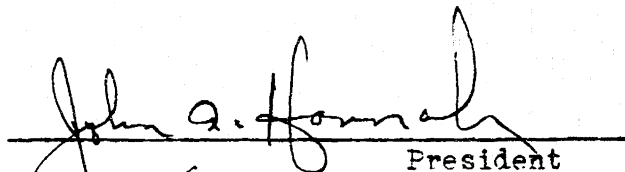
It was the consensus of the Board that the officers should proceed and investigate the possibility of engaging a large firm of architects and engineers to proceed with the work on the stadium-dormitory project and be prepared to report at the next meeting of the Board.


Certain departments allowed to run in red until next meeting.

29. The President discussed in detail certain discipline cases involving college students.

30. The President reported that in view of the short period since Mr. May assumed his responsibilities, it has been decided to permit departments now in the red to continue to operate in the red until the next meeting of the Board, when consideration will be given to supplementary appropriations in all departments facing deficits for the balance of the fiscal year.

The Board adjourned at 3:30 p.m.


President


Secretary