

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE
March 31, 1961

The Finance Committee convened at Kellogg Center at 7 o'clock for breakfast.

The following members were present: Messrs. Harlan, Huff, Merriman, Smith, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin

Absent: Dr. Bartlett

1. Scudder, Stevens & Clark and Mr. Cress recommend the following:

Finance
and invest-
ment recom-
mendations

Albert H. and Sarah A. Case Fund

Amount	Security	Approx. Price	Principal	Income	Yield
Recommend selling:					
\$1000	U. S. Treasury 4s-5/15/63				
	Plus available cash	102	\$ 1,020	\$ 40	3.1%
			1,500		
			\$ 2,520		

Recommend purchasing:					
220 rts.	American Telephone & Telegraph	1½	330	--	

With resulting total of 400 rights, recommend subscribing to:

20 shs.	American Telephone & Telegraph				
(180 shs. held)	\$3.60	86	1,720	72	3.2%
			\$ 2,050		

Recommend selling:					
150 shs	Coca-Cola	\$2.40	85	12,750	360
					2.8%

Recommend purchasing:					
150 shs.	Columbia Broadcasting System	\$1.40	38	5,700	210
150 shs.	Atlantic Coast Line Railroad	2.00+	46	6,900	300+
			\$12,600	\$510+	4.0%

Consolidated Investment Fund

Recommend selling:					
\$2000	U. S. Treasury 4s-5/15/63	102	2,040	80	3.1%

Recommend purchasing:					
220 rts.	American Telephone Telegraph	1½	330	--	

With resulting total of 400 rights, recommend subscribing to:

20 shs.	American Telephone & Telegraph				
(180 shs. held)	\$3.60	86	1,720	72	3.2%
			\$2,050	\$72	

Jenison Fund

Recommend selling					
143 rts.	American Telephone & Telegraph	1½	\$ 214	--	

With remaining 340 rights, plus cash, recommend subscribing to:

17 shs.	American Telephone & Telegraph	\$3.60	86	1,462	61
(843 shs. held)					3.2%

The Fred T. Russ Fund

Recommend selling:					
\$12,000	U. S. Treasury 2½s-12/15/1969-64	91	10,920	300	3.7%
	(of \$50,000)				

Recommend purchasing:					
125 shs.	Columbia Broadcasting System	\$1.40	38	4,750	175
up to					3.7%
50 shs.	American Telephone & Telegraph	3.60	114	5,700	180
					3.1%

Spartan Fund

Recommend selling:					
45 rts	American Telephone & Telegraph	1½	68	--	
\$4,000	U. S. Treasury 4s-5/15/63	102	4,080	160	3.1%
			\$4,148	\$160	

Recommend purchasing:					
100 shs.	Columbia Broadcasting System	1.40	38	3,800	140
					3.7%

Finance Committee Items, continued

1. Scudder, Stevens & Clark recommendations, continued:

Forest Akers Fund

Recommend selling:

\$4,000 U. S. Treasury 4s-5/15/63		102	4,080	160	3.1%
\$1,000 U. S. Treasury 4 3/4s-5/15/64		104	1,040	40	3.2%
100 shs. Coca-Cola	\$2.40	85	8,500	240	2.8%
			<u>\$13,620</u>	<u>\$440</u>	<u>3.2%</u>

Recommend purchasing:

40 shs. American Telephone & Telegraph	3.60	114	4,560	144	3.2%
100 shs Atlantic Coast Line Railroad	2.00+	46	4,600	200+	4.3%
140 shs Transamerica Corp.	.80	32	4,480	112	2.5%
			<u>13,640</u>	<u>456+</u>	<u>2.3%</u>

Skinner Fund

Recommend selling:

\$6,000 U. S. Treasury 4s-8/1/61		100	6,000	240	2.9%
125 shs Coca-Cola	2.40	85	10,625	300	2.8%
			<u>\$16,625</u>	<u>\$540</u>	<u>3.2%</u>

Recommend purchasing:

125 shs. Atlantic Coast Lines Railroad	2.00+	46	5,750	250+	4.3%
200 shs. Lone Star Gas	1.00	24	4,800	200	4.2%
75 shs. Manufacturer's Trust	2.60	73	5,475	195	3.6%
			<u>\$16,025</u>	<u>\$645</u>	<u>4.0%</u>

Pension and Retirement Fund

Recommend selling:

1,000 shs. Coca - Cola	2.40	83	\$83,000	\$2,400	2.9%
1,000 shs. National Biscuit	2.80	81	81,000	2,800	3.5%
			<u>\$164,000</u>	<u>\$5,200</u>	<u>3.2%</u>

Recommend purchasing:

1,000 shs. National Harvester (200 shs. held)	2.40	49	49,000	2,400	4.9%
1,700 shs. Alpha Portland Cement	1.50	34	57,800	2,550	4.4%
800 shs. Security First National Bank, Los Angeles	1.60	72	57,600	1,280	2.3%
			<u>\$164,400</u>	<u>6,230</u>	<u>3.8%</u>

With 1,200 rights American Telephone & Telegraph, recommend subscribing to:

60 shs. American Telephone & Telegraph (1,200 shs. held)	3.60	86	5,160	216	3.2%
			<u>\$169,560</u>		

Rackham Trust Reserve

Recommend selling:

\$9,500 U. S. Treasury 2 1/2s-8/15/63		98	9,310	237	3.07%
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Recommend purchasing:

\$9,000 U. S. Treasury 3 3/4s-5/15/64		101	9,090	337	3.35%
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Rackham Trust Income

Recommend selling:

\$35,000 U. S. Treasury 2 1/2s-8/15/63		98	34,300	875	3.07%
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Recommend purchasing:

\$34,000 U. S. Treasury 3 s/4s-5/15/64		101	34,340	1,275	3.35%
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On motion by Mr. Huff, seconded by Mr. Harlan, it was voted to approve the recommendations in Item 1.

2. Communication from Mr. May, as follows:

Attached are copies of two letters recommending changes in the investment portfolio of trusts established by Harry A. Fee.

You will note that the Detroit Bank and Trust Company has recommended the sale in the two accounts of 900 shares of A. T. & T. stock, 467 shares of Detroit Edison, and 5,100 A. T. & T. stock rights. With the funds from these sales they recommend the purchase of bonds totaling \$132,000. Their reason for making the recommendation is to provide more diversification in the investment portfolio and to increase the annual income approximately \$1,500.

Mr. Cress and I have considered their recommendations and agree that we should not be too concerned over the heavy investment in A. T. & T. stock. We further believe that the growth possibilities of the utility stocks should more than offset any immediate loss of income if the exchange is not approved.

I would therefore like to recommend that the Board approve only the sale of 5,100 A. T. and T. stock rights.

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve the above recommendation from Mr. May.

Investment
recommenda-
tionsInvestment
recommenda-
tions re:
H.A. Fee
estate.

Finance Committee Items, continued:

3. The following communication from Mr. May:

On February 21 we received 2500 shares of Clark Equipment stock for credit on Mrs. Wilson's commitment. The average price of stock on that date was 38.4375, resulting in a credit of \$96,093.75 on Mrs. Wilson's account. There is still a balance due of \$774,258.50.

Sale of Clark
Equipment
stock from
Mrs. A.G.
Wilson

I followed the procedure outlined by the Board at its meeting on May 18, 1960, and obtained the approval of Chairman Smith and Messrs. Huff and Harlan for the sale of the stock. To complete the transaction it is necessary that the sale be reported to the Board at its March meeting. We were fortunate this time in receiving the stock on a rising market: 100 shares were sold at $41\frac{1}{4}$ and 2400 shares were sold at 41.

On motion by Mr. Harlan, seconded by Mr. Vanderploeg, it was voted to approve Item 3.

\$3800 approp
for new
Campus Maps

4. Authorization for an appropriation of \$3,800 to cover the cost of a new supply of campus maps for the use of visitors and others.

5. Supplemental appropriation of \$16,700 for the Registrar to cover the cost of printing catalogs and course schedules for the balance of this year.

\$16,700 approp
for office of
Registrar

6. It is recommended that the Board authorize an appropriation of \$15,000 from general funds to be used toward the purchase price of an A-60 N-M-R Spectrometer at a total cost of approximately \$25,000. The balance of the cost will be made available from department equipment funds and from grant funds available to the organic chemistry group.

Approp.
\$15,000 toward
purchase of
Spectrometer
for Chemistry.

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve Items 4, 5 and 6.

7. Discussion of the employment of the auditors for the current fiscal year. In recent years the Trustees have employed Ernst & Ernst, and there are some advantages in continuing to employ them since they are now fully familiar with our operations.

Ernst & Ernst
Auditors for
1960-61

On motion by Mr. Vanderploeg, seconded by Mr. Huff, it was voted to authorize the employment of Ernst & Ernst as auditors for the fiscal year 1960-61.

8. Communication from Mr. May, as follows:

At the February Board meeting I was authorized to file an application for a \$3,000,000 loan with the Housing and Home Finance Agency as part of the financing on the new dormitory which we expect to start in June.

Dorm loan
from Housing
& Home Finance
Agency to be
made for
\$4,000,000

Last week at a conference with the Housing officials in Chicago, I learned that they expected to raise the maximum loan for any one institution and indicated to me that they would favorably consider a loan for \$4,000,000 on this project. Since the earnings from the new dormitory will support the \$4,000,000 loan, it will be very advantageous if we can get the higher amount.

I would like to request that the Board approve the submission of an application for a \$4,000,000 loan and that I be authorized to sign all papers connected with the loan.

On motion by Mr. Stevens, seconded by Mr. Merriman, it was voted to approve the above recommendation from Mr. May.

9. Communication from Mr. May, as follows:

On October 28 the Board authorized the filing of an application for a \$1,100,000 loan--\$600,000 for student housing and \$500,000 for expansion of the student center. A temporary reservation of funds was received following submission of the application.

Additional
loan to be
requested
for housing
and student
center MSU-O

With the completion of plans for the housing and student center, it now appears that a loan of \$600,000 is needed for the student center expansion. Last week when I was in Chicago, I reviewed the plans for financing of the project. It was agreed that MSU-O could request an additional \$100,000 for the complete financing of this project.

I would therefore like approval of the Board to amend our application from \$1,100,000 to \$1,200,000 and authority to sign all necessary papers connected with the loan.

On motion by Mr. Stevens, seconded by Dr. Smith, it was voted to approve the above recommendation from Mr. May.

10. Mr. May discussed the details of the contract with the City of East Lansing covering the construction of the sewage disposal plant and necessary connections thereto. It is recommended that the Board authorize the signature of this contract when it has the approval as to form of the University Attorney.

Approval of
contract
re: Sewage
Disposal
Plant

On motion by Dr. Smith, seconded by Mr. Stevens, it was voted to authorize the officers of the University to enter into a contract with the City of East Lansing covering the construction of the proposed sewage disposal plant. It is understood that the University is to pay 3/7 of the cost of the construction, the City of East Lansing is to pay 3/7 of the cost and Meridian Township is to pay 1/7 of the cost. The division of the cost of operation will be divided on the same basis, 3/7 by the University unless experience indicates that this is not an equitable division; then it is understood that this decision can be reopened and the annual operating costs can be determined on the basis of the usage made by the contracting parties.

Finance Committee Items, continued:

10. Sewage Disposal Plant, continued:

Contract re:
Sewage Dis-
posal Plant
approved.

It is understood that if, in the future, expansion of the plant is necessary, the University will have no obligation unless its needs exceed 3/7 of the capacity of the original plant now contemplated. In that event, it will pay its proportionate share of the cost of any additions that will be required. It is understood that the plant will be planned so that it can eventually be expanded to take care of the reasonable foreseeable needs of the three contracting parties. It is understood that reimbursement to the University for the value of the land on which the plant is to be located, compensation to the University for the use of the lines already installed by the University or that are subsequently installed that are to have common usage, will be worked out in a manner fair to the University, the details to be reported to the Board.

Additional
\$3000 for
Health, Phys.
Ed. & Rec.

11. Supplementary appropriation of \$3,000 for the labor budget of the Department of Health, Physical Education and Recreation.

On motion by Mr. Stevens, seconded by Mr. Huff, it was voted to approve the above item.

Contract
awarded low
bidder for
caretakers
new home at
Kellogg Bird
Sanct.

12. Several weeks ago two bids were taken from house builders in the Battle Creek area for the the caretaker's new home at the Kellogg Bird Sanctuary:

Howard Steele	\$24,832
Vincent S. Flach	29,834

Since we had budgeted a maximum of \$25,000 of the Kellogg Grant for the caretaker's residence, it was necessary to do a little negotiating with the low contractor to reduce the bid to \$23,500 in order that we might have \$1,500 for site work and contingencies.

Approval of a contract to Howard Steele in the amount of \$23,500 is now recommended.

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to approve the awarding of the contract to the low bidder Howard Steele.

13. Communication from Mr. May:

\$2,300,000
bond issue
116 married
students apts.
approved.

I have been advised by Mr. Cress that he now has firm commitments from the First of Michigan and from Donovan and Gilbert to take a \$2,300,000 bond issue under the following terms and conditions:

Series	Amount	Term	Average Maturity	Percentage
A	\$ 570,000	13 years	7.5 years	3.625
B	500,000	20 years	16.02 years	4.000
C	1,230,000	31 years	25 years	4.1000
	<u>\$2,300,000</u>		<u>18.9 years</u>	<u>4.034</u>

The Series A bonds will be sold at par to Donovan and Gilbert and resold by them to the Auto-Owners Insurance Company in Lansing. The Series B and C bonds will be sold to the First of Michigan at 98 3/4, which will actually make the average interest cost 4.084% when the discount is figured in.

The call provisions have not been finally agreed on, but the bond buyers will require a non-callable provision for 10 years except out of earnings. After the 10 years, bonds will be callable at 103 between the 10th and 14th years, with the call penalty decreasing as the bonds approach maturity.

This bond issue will be supported by a pledge of earnings from the 116 units of married housing to be built on Harrison Road and by earnings from 100 units located in Spartan Village.

The \$2,300,000 issue will be allocated as follows:

Debt Service Reserve	\$ 125,000
Case Dormitory	1,000,000
Bond Discount	21,625
Apartment Project	<u>1,153,375</u>
Total	<u>\$2,300,000</u>

If the Board approves the above financing plan, it should authorize the officers to accept commitments from the bonding companies for the purchase of the bonds.

On motion by Mr. Merriman, seconded by Dr. Smith, it was voted to approve the above recommendation from Mr. May.

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
March 31, 1961

Present: Dr. Smith, Chairman; Messrs. Harlan, Huff, Merriman, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin

Absent: Dr. Bartlett

The meeting was called to order at 10:20 a.m.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of the Finance Committee Items on the previous pages.

Finance Com.
items app.

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

2. The following bids were received for the moving of a house from Cavanaugh Road to the site of the new dairy building:

Contract for
moving house
let to Hanel-
Vance

Hanel-Vance	\$17,640
Banta-Brooks	17,985
Haussman Construction	18,910

This work includes moving the house, construction of a new basement, a new furnace, and wells for the entire project. It is recommended that the contract be awarded to Hanel-Vance Construction Company, the low bidder, in the amount of \$17,640.

On motion by Mr. Stevens, seconded by Dr. Smith, it was voted to approve awarding the contract to the low bidder Hanel-Vance at \$17,640.

3. The following bids were received for the 116 units of married student housing on Harrison Road:

Contracts to
be awarded to
low bidders
of 116 units
married stu-
dent housing

<u>General</u>	
Christman Company	\$734,900
J. A. Utley Company	\$769,000
Hanel-Vance	\$769,000
Granger Brothers, Inc.	\$799,000
Clark Construction Company	\$803,000

<u>Mechanical</u>	
Spitzley Heating Company	\$192,800
Allen Briggs Company	206,500
Shaw-Winkler	219,390
Dard, Inc.	224,000
John E. Green Company	233,000
W. A. Brown Corporation	234,809
United Piping Company	279,480

<u>Electrical</u>	
Central Electric Motors	53,812
Barker-Fowler	55,670
Hatzel & Buehler, Inc.	61,990
Hall Electric Company	62,987
Lansing Electric Motors	64,550

It is recommended that the contracts be awarded to the low bidders and that the following budget be approved:

	<u>Apartment</u>	<u>Laundry and Parking</u>
Construction	\$905,000	\$80,000
Architect	15,000	
Furnishings and Equipment	100,000	
Site	72,000	22,000
Utilities	53,000	
Contingencies	5,000	
	<u>\$1,150,000</u>	<u>\$102,000</u>

4. On March 29 the following bids were received for electric and telephone circuits for the 116-unit apartment project on Harrison Road:

Contracts for
electric &
telephone
circuits for
116 unit apt
project let

Barker-Fowler Electric	\$ 37,967
Hall Electric	38,600
Hatzel & Buehler	39,500
Central Electric	41,352
Lansing Electric Motors	43,950

It is recommended that the contract be awarded to Barker-Fowler, the low bidder at \$37,967

SPECIAL MISCELLANEOUS, continued

5. The following bids have been received for the new dormitory at Michigan State University-Oakland:

Contracts
awarded for
new dorm
at MSU-O

Architectural

J. A. Fredman	\$382,963
Schurrer Construction	384,293
J. A. Utley	407,400
Perron Construction	409,000
Lerner and Linden	417,833
Darin & Armstrong	419,000
Kolarik and Cronk	419,900
A. Z. Shmina	422,000
J. A. Ferguson	428,673
Lockwood Construction	433,700
S. H. Martin	449,700
R. E. Dailey	454,000
S. W. Fordon	465,000

Mechanical

J. D. Naylor	109,982
L. Thornton	113,900
Green Plumbing	113,930
Zeni Maguire	114,800
Allen Briggs	116,875
Steve Kruchko	117,049
Eames & Brown	117,855
Mechanical Heat & Cold	120,200
Brady Plumbing	121,600
Chelsea	121,990
Page Plumbing	125,891
D. Miller	126,900
Shaw-Winkler	129,530

Electrical

Soma Electric Co.	62,879
C. & L Electric Co.	64,300
Paas Electric	64,597
Colonial Electric	66,995
Cates Electric	67,348
S. W. Moote	67,800
Jones-Sherman	69,500
Packard & Propes	69,876
Hydon-Brand	72,675
John Busby	79,680
Schultz Electric	79,980
Engineering Electric	96,000

The total of the low bids amounts to \$555,824. With the acceptance of a few bid alternates, this project can be kept within the \$600,000 project budget.

Legislature
urged to
give approval
on 2 self-
liquidating
projects

On motion by Mr. Stevens, seconded by Dr. Smith, it was voted to approve awarding contracts in Items 3, 4 and 5 to the low bidders and to authorize proceeding with construction as soon as the Legislature passes the necessary legislative authorization for the new buildings.

Legislature
urged to give
consideration
to need for
bldgs. etc.
at MSU

On motion by Mr. Huff, seconded by Mr. Merriman, it was unanimously voted to urge the Michigan Legislature to give immediate consideration to these two self-liquidating projects so that construction may be started immediately in order that they may be completed in time for the accomodation of students at the opening of the school year in the fall of 1961.

Congress urged
to give con-
sideration
to serious
bldg needs
at MSU

On motion by Mr. Stevens, seconded by Mr. Merriman, it was unanimously voted to urge the Michigan Legislature to give serious consideration to the immediate and long-range needs of Michigan State University for buildings and facilities to accomodate the present enrollment and the very much larger number of students that must be accomodated next fall and in the years ahead. It is urged that prompt attention be given to the absolute requirement for a new building to house the Department of Chemistry, and it is hoped that a program will be developed that will make it possible to plan on some reasonably firm basis for the total facility requirements that have already been filed with the Legislature.

On motion by Mr. Stevens, seconded by Mr. Huff, it was voted to authorize the officers to point out to the Michigan Senators and all of the members of the Michigan Congressional delegation the serious plight of Michigan State University with reference to building requirements and urge their best efforts on behalf of a new Federal program designed to provide Federal grants for part of the cost of the required educational facilities and Federal loans for a substantial fraction of the remaining cost of these facilities.

Discussion
re: industri-
al develop-
ment adjacent
to MSU

6. Mr. Stevens introduced a discussion of the desirability of a cooperative relationship with the community governments, industrial concerns, Chambers of Commerce, et cetera, toward the end that encouragement be given to the development of industrial research projects adjacent to or in the near vicinity of the University. It was pointed out that such a development would not only be desirable from the standpoint of the community but could be a very great asset to the University.

The President reported on some progress already under way with this same general objective.

On motion by Mr. Stevens, seconded by Mr. Huff, it was voted that the Board record itself as favorable to such a development and encourages the officers and staff of the University to move in this general direction.

SPECIAL MISCELLANEOUS, continued

7. Provost Miller presented the following policy statement and a series of recommendations having to do with the long-range planning for the total educational, research and continuing education operations of the University:

Proposals
for long-
range planning
for educ.,
research and
continuing
education
operations of
University.

The President, the Provost, the Council of Deans, the Faculty Educational Policies Committee, and the Academic Council join in recommending to the Board of Trustees the following proposals. We believe that they may assist the University in meeting the unparalleled challenges of the next ten years. These proposals result from several months of discussion and study by the officers and educational leaders of the University, in consultation with various faculty bodies. They constitute a general framework of purpose and development for the undergraduate program at Michigan State University. We plan that further proposals which deal with graduate study and research, and the extension and continuing education responsibilities of the University, will follow at a later time.

These proposals defer to our hope that Michigan State University will be distinguished in the period of the next decade by imaginative experimentation to increase the quality of undergraduate education, by accelerated graduate study and research, by remaining dedicated to the people of all social and economic classes, and by continuing in the forefront of contributing to the developmental needs of Michigan, the United States, and the world.

We believe that the challenges confronting Michigan State University as well as higher education generally are such that an urgency of action is required. If the University is destined to grow larger, it must also be led to become better. In order to increase its excellence of performance within the larger community of universities, the faculty and administrative leaders must join in a complex task demanding extensive cooperation, vigor, and courage.

These general purposes strongly suggest attention to the following factors which now confront Michigan State University.

1. We must continue an expanding and vigorous undergraduate program. This means more students -- not less than 28,000 by 1965 and as many as 35,000 by 1970. In another ten years it is expected that the student body will include both a higher number and a higher proportion of both upper division and graduate students. This will demand that members of the faculty perform at the highest levels of excellence.
2. We must manage the University affairs so as to increase and improve scholarly activity and graduate study. There will be rapid increases in knowledge and a world situation which will require more scientific research and its translation into technological advances. At the same time the ideological conflict in this situation requires also an emphasis on the humanities and the social sciences in order that the American society may not lose sight of the values which it strives to protect and advance. Improved handling of the undergraduate program will be the most significant step in providing the equipment, the time, and the incentive for the faculty to attain increasingly higher levels of achievement in research and graduate study.
3. In all programs we must insist upon greater selectivity and more precise definition of concepts, principles, and the development of the skills to apply them. We must discover new ways to relate the liberal and the professional studies. This will mean carefully planned professional curricula which relate significantly to stress and support of the fundamental disciplines. Greater concern must develop in order to prevent a confusion of the process of learning with the acts of teaching. In place of a spiral of more courses, more faculty, and more curricula, we must first determine and then achieve what we expect the University's curricula to accomplish for excellence in learning.
4. The next ten years, and the proposals which follow, will require prodigious effort on the part of the entire faculty and administrative officers of Michigan State University, a major commitment of human and financial resources, and new ways of allocating personnel, physical and financial resources. We must expect the closest possible combination of the duties of the Board and administrative leaders and the responsibilities of the faculty in departments and colleges. While the former must be called upon to define the general framework of University development, the latter must translate it into action and plan for and execute the educational specifications.
5. We must strive to establish a contagious and zealous climate for learning. Michigan State University is already large; it will be still larger. In order that bigness and complexity do not retard such contagion and zealousness, immediate attention must be given to the arrangement of physical and human resources to facilitate the identification of students with each other and with the faculty. This means that such elements as student housing, classrooms and laboratories, and faculty centers must be planned and related for convenience and efficiency in achieving the main function in the University of learning.

SPECIAL MISCELLANEOUS, continued

Proposals for total long-range planning educ., res. and continuing education operations of M.S.U.

7. Policy statement by Provost Miller, continued:

6. With the growing pressures of student numbers in the next ten years, the University must not lose sight of its responsibility as a university in society. The university is not alone the particular property of students nor of faculty. Its total commission is above these claims as it appropriates, conserves, transforms, and shares knowledge. Michigan State University's commission is to serve people, in ways unique to a university, in its immediate community, Michigan, the United States, and the world. Such efforts, illustrated by the off-campus programs of the University, must be carefully planned in order to serve distinctively the important needs of society, and in such ways as to vitalize every aspect of the University whether on or off the campus.
7. The leaders of the University must be continuously alert with reference to faculty salaries. In the face of increasing enrollments and subsequent University needs, the currently unfavorable level of faculty salaries could be overlooked and continued. With all the pressures on higher education in the next decade, ways must be found to re-establish faculty salaries on a far more substantial basis. We believe that the following proposals offer the opportunity for Michigan State University to break through to unusual leadership in lifting faculty salaries to not only more desirable but necessary levels.

Major Educational Proposals for the Undergraduate Program

The following proposals are recommended so that the developmental framework of the University may be directed to an action program in the next three years.

1. Independent Learning. We believe that the planning of learning experiences for and with students should educate the student to progressively assume more responsibility for his own learning. This will mean early attention to student orientation in order that they may learn and apply those skills which make for independent learning; an attention to systems which enable students to progress at their own rate by demonstrating competence in various fields of knowledge; an attention to a comprehensive arrangement of student advising including both academic and professional competencies; an attention to experimentation with models of instruction which release the talents of our faculty from repetitive and unrewarding tasks.
2. Larger Blocks of Subject Matter. We believe that independent learning on the part of students may be facilitated by grouping courses into large blocks of subject matter. To make this possible departmental and college faculties must give leadership to defining more carefully their objectives; and deriving blocks of subject matter according to specified criteria with reference to what the student is supposed to learn. Special attention should be given to such innovations as decreasing the ratio of scheduled contact hours to credits as students progress in assuming more responsibility for their own learning.
3. Coordination of Teaching and Learning Resources. The responsibilities of the faculty members should be designed to free them of routine and non-professional activities. This will require a careful weighing of the most appropriate use of faculty time with reference to both direct contact with students and the development of learning aids and programs for using them. A still further requirement will be the more careful definition of the functions to be performed in individual and group situations by the various academic ranks, by assistants and teaching fellows, and by advising and counseling personnel.
4. Learning Resources Center. We believe that the various units which may provide the faculty and students with learning aids and assist in developing new materials and the means to use them should be organized in ways to insure their maximum assistance. First among these units is the library. Also to be included are television, films, teaching machines, audio-visual aids, and other materials not yet envisaged. We believe that a Center of this nature should provide national and international leadership in the development of instructional materials and aids, stimulate research on learning processes, and encourage an interchange aimed to bring to the University as to other institutions the resources of the highest possible caliber in all parts of the world.
5. The Environment for Learning. We believe that the physical and organizational arrangements of the University should be planned to foster the convenience of learning experiences as well as the orientation to independent study. Extensive experimentation should be developed immediately in the present residence halls with reference to strengthening them as centers of learning. In addition, consideration should be given to an overall model for the University which incorporates the best features of comprehensive universities and at the same time arrangements to secure convenience and identification in smaller groups.
6. Long-range Facilities Plan. We believe that immediate steps should be taken to plan the necessary academic facilities to achieve this model of the University. This plan should give careful attention to the number and general function of academic and residential facilities, their architectural design in order to foster the learning processes, and their location and grouping for convenience, for effective relationships of identity between students and faculty, and for efficiency in physical movement of people and maintenance.

SPECIAL MISCELLANEOUS, continued

7. Policy statement by Provost Miller, continued:

Major Educational Proposals for the Undergraduate Program, continued:

7. Resource Allocation. We believe that University-wide systems of forward planning and budgeting should be strengthened, made responsive to these proposals, and carried out by colleges and departments in such ways as to make budgetary responsibility equal to educational accountability. Attention should be given by the Board and the officers to so manage the system of resource allocation that funds are advanced to those units prepared to re-plan their programs in the light of this framework for University development. The appropriate units and officials of the University should be encouraged to submit proposals to foundations in order to bring major resources to the University to realize this development and to continue Michigan State University as an improving and vigorous center of educational leadership.

In conclusion, it is perhaps unnecessary to emphasize that the University-wide implications of these proposals will require the identification and mobilization of the many varied talents of the faculty and administrative officers. We are already amidst an exciting and perhaps crucial period of higher education. Every institution of higher learning must sense and then realize its own distinctive mission. It is this that we would hope for Michigan State University.

We believe that these proposals are simply the initial markers by which all members of the University community may explore together many lines of action to the following: quality of learning experience, without which there is no true university; quantity and variety of students and tasks, which is our own proud heritage; economy of operation, from which we cannot be excused. Our proposed search for the optimum relationships of these essentials should unify our purposes and bring an added integrity to our curriculum.

We hope that the Board of Trustees will accept these proposals in the same spirit of aspiration which recommends them; that the Board will direct the officers and all members of the faculty to bring to them a vigor and responsibility of leadership; and that the Board, itself, will add an interest and concern to a common cause.

On motion by Mr. Vanderploeg, seconded by Mr. Stevens, it was voted to unanimously approve this program and to instruct the officers and to urge the faculty to move forward along the lines proposed toward the outlined objectives.

8. Secretary Breslin reported on the status of appropriation measures before the Michigan Legislature and reported on the hearing before the Senate Finance Committee on March 30.
9. At the luncheon meeting, Vice President Milton Muelder and Dr. Henry Blosser, Professor of Physics and Astronomy, discussed progress or lack of progress that is being made in connection with the efforts to secure funds for the constructing of the proposed high-energy accelerator (cyclotron).

Report Sec. Breslin on appropriation measures in Legislature

Report Vice Pres. Muelder & Dr. Blosser re: efforts to secure funds for high-energy accelerator

After discussion, it was moved by Dr. Smith, seconded by Mr. Merriman, and voted that the Board record itself as willing to proceed to construct the building to house this machine as soon as a firm commitment is received from any federal agency that indicates that the machine will eventually be obtainable. The Board further records itself as favorably impressed by the work of Dr. Blosser and his associates and commends them for their efforts.

10. The President discussed some of the problems that have arisen from the handling by the prosecuting attorney of cases involving students where laws or ordinances have been violated. He reported that these problems were on the way toward a satisfactory solution.

Discussion of problems re: handling by prosecuting attorney of cases of students violating laws or ordinances.

The President also outlined some of the problems that arise as a result of the Board-approved regulation that requires the suspension of all students bringing liquor on to the campus or drinking it on the campus. He indicated that he would welcome authorization by the Board to re-study this whole liquor problem as it pertains to students with the understanding that he would report to the Trustees at a later meeting.

By unanimous consent, it was agreed that the President should undertake such a study.

Discussion of change in retirement age

11. The President discussed with the Board a proposal originating in the Faculty Steering Committee recommending that the range of optional retirement for Faculty be changed from the present 65 to 68 years to a proposed 65 to 70 years. The Board agreed that this change should be made at its own instance but suggested that this and other points recently discussed by officers of the Board be studied to be presented to the Board for formal consideration at the next Board meeting.

General Douglas MacArthur to be commencement speaker 1961

12. Report that General Douglas MacArthur has accepted the invitation to deliver the commencement address here on June 11 and to accept an honorary degree on that occasion. This completes the list of honorary degrees for the June commencement:

George Romney, Doctor of Laws

Arthur F. Vinson, Doctor of Laws

Alfred Edwards Emerson, Doctor of Science

Douglas MacArthur, Doctor of Laws

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to approve the above item.

SPECIAL MISCELLANEOUS, continued

Mr. Calder presented plans and model for new dorm inc. classrooms tch. facilities library, etc.

13. Mr. Ralph Calder, architect, appeared before the Board of Trustees and presented the plans and model for the proposed new dormitory which incorporates classrooms, teaching facilities, library, et cetera. This building is being planned to house in excess of 1100 students and is to cost \$5,700,000.

The Board gave general approval to the tentative plans with the understanding that Mr. Cander will present his final plans at the April meeting.

NEW BUSINESS

Resignations

Resignations and Terminations

1. Cancellation of the appointment of Jacob Maarten Van Bemmelen, Visiting Professor Business and Public Service April 1, 1961 because of illness.
2. Esther B. Waite, Assistant Editor in the Bureau of Business and Economic Research, March 31, 1961 to travel abroad.
3. Norman H. Martin Professor of Personnel and Production Administration, March 31, 1961 to accept a position at New York University.
4. Herbert R. Hengst, Assistant Professor of Education, June 30, 1961 to accept a position with the Michigan Education Association.
5. Virginia Breiner, Assistant Professor of Nursing, July 18, 1961. She wishes to accept a position where she will have summers free.
6. Ruth S. Norczyk, Instructor in Nursing, June 30, 1961 to remain in residence in Saginaw.
7. Mary Ann Durocher, Instructor in Nursing, July 8, 1961 to begin work for her doctorate.
8. J. Frederick Smithcors, Associate Professor of Anatomy, August 31, 1961 to become Editor of Modern Veterinary Practice, Santa Barbara, California.
9. James A. Gherity, Jr. Assistant Professor of Economics, at MSU-O, August 31, 1961 for personal reasons.
10. Lottie J. Vincent, Assistant in Mathematics at Michigan State University-Oakland, February 28, 1961 because she does not like her working conditions.
11. John S. L. Holland, Production Editor, Michigan State University Press, March 31, 1961, to accept a position with The Macmillan Company of New York.
12. John B. Coyle, Assistant Professor in the Labor and Industrial Relations Center, March 14, 1961 to accept a position as director of industrial relations with a corporation in the food service industry.
13. Glenn R. Groustra, Staff Physician, Health Service, April 15, 1961 to enter private practice.

Leaves

Leaves--Sabbatical

1. Kenneth A. Swanson, Agricultural Agent, Jackson Countu with full pay from June 12, 1961 to S eptember 11, 1961 for travel in Central and Western USA.
2. N. Lorraine Sprague, Home Economics Agent, Gratiot County, with full pay from May 6, 1961 to June 5, 1961 for study and travel in the Southwest USA.
3. Richard A. Machiele, County Director, Ottawa County, with full pay from March 27, 1961 to June 10, 1961 for work on his Masters Degree at Michigan State University.
4. Max M. Mortland, Associate Professor of Soil S cience with half pay from September 1, 1961 to August 31, 1962 for study at the University of Louvain, Belgium.
5. Gertrude G. Blaker, Associate Professor of Hotel, Restaurant and Institutional Management with half pay from September 1, 1961 to August 31, 1962 to study for his Ph.D. at the University of Wisconsin.
6. Thomas F. Green, Associate Professor of Education with half pay from September 1, 1961 to August 31, 1962 for study and writing at Princeton University.
7. Louis-Phillipe Cormier, Associate Professor of Foreign Languages with half pay from September 1, 1961 to August 31, 1962 to do research in Quebec.
8. Richard Schlegel, Professor of Physics and Astronomy with half pay from September 1, 1961 to August 31, 1962 for research and writing in England.
9. Chester A. Lawson, Professor and Head of the Department of Natural Science, with full pay from June 19, 1961 to August 31, 1961 to do writing at a summer cottage.
10. Wade O. Brinker, Professor and Head of Surgery and Medicine with full pay from June 15, 1961 to S eptember 15, 1961 for study and travel at six universities.

NEW BUSINESS, continuedLeaves--Sabbatical, continued

Leaves

11. Charles McCaffree, Jr. Associate Professor of Physical Education, Health and Recreation for Men, and Swimming Coach, with full pay from April 1, 1961 to September 30, 1961 for study and health reasons.
12. Edmond W. Alchin, Coordinator in Continuing Education with full pay from May 1, 1961 to October 31, 1961 for study and writing in East Lansing.

Leaves--Health

1. Russell E. Horwood, Associate Professor (Ext., Res.) of Dairy with full pay from March 1, 1961 to March 31, 1961.

Leaves--Military

1. David L. Mohling, TV Project III, TV Broadcasting without pay from March 21, 1961 to June 30, 1961.
2. Frederick A. Wagner, Jr. Traffic Engineer, Highway Traffic Safety Center, without pay from March 1, 1961 through May 31, 1961.
3. Thomas Rand, Basketball Coach without pay from May 1, 1961 to August 31, 1961.

Leaves--Other

1. Dale E. Hathaway, Professor (Res.) of Agricultural Economics without pay from October 1, 1961 to June 30, 1962 to be Visiting Professor at the University of Chicago.
2. Roger L. Bowlby, Assistant Professor in the Bureau of Business and Economic Research and Economics without pay from April 1, 1961 to March 31, 1962 to work with the Michigan Employment Security Commission.
3. Wallace N. Atherton, Assistant Professor of Economics without pay from September 1, 1961 to August 31, 1962 to continue work at the University of Andes, Bogota.
4. Harry G. Brainard, Professor of Economics without pay from January 1, 1962 to August 31, 1962 to be Visiting Professor at the University of Arizona.
5. John T. McNelly, Assistant Professor of Journalism and Communications Research Center without pay from September 1, 1961 to August 31, 1962 to work in Costa Rica.
6. Mabel Ruth Cooper, Instructor in Textiles, Clothing and Related Arts, without pay from September 1, 1961 to August 31, 1962 to work on her Ph.D. at Florida State University.
7. J. S. Frame, Professor of Mathematics, without pay from August 1, 1961 to July 31, 1962 to work for the Conference Board of Mathematical Sciences.
8. William H. Kelly, Assistant Professor of Physics and Astronomy without pay from September 1, 1961 to August 31, 1962 to study at the University of California.
9. Meyer Garber, Assistant Professor of Physics and Astronomy without pay from September 1, 1961 to August 31, 1962 to study at Massachusetts Institute of Technology.
10. Charles H. Kraft, Associate Professor of Statistics without pay from May 1, 1961 to August 31, 1961 for personal reasons.
11. Charles R. Adrian, Professor of Political Science and Continuing Education, without pay from April 16, 1961 to August 31, 1961 for study and writing a book.
12. Beryl Levine, Librarian at the Library without pay from July 19, 1961 to August 31, 1961 to travel in Europe.

Appointments

Appointments

1. Evelyn Ermina Matic, Home Economics Agent, Macomb County, at a salary of \$5200 per year on a 12-month basis effective March 1, 1961.
2. James Bashore Beard, Assistant Professor of Farm Crops at a salary of \$8300 per year on a 12-month basis effective July 1, 1961.
3. Lindsay D. Brown, Instructor (Res.) in Horticulture at a salary of \$6900 per year on a 12-month basis effective March 16, 1961.
4. Roland I. Robinson, Professor of Accounting and Financial Administration at a salary of \$15,000 per year on a 10-month basis effective September 1, 1961.
5. Robert Franklin Lanzillotti, Professor and Head of Economics at a salary of \$18,500 per year on a 12-month basis effective August 1, 1961.
6. Charles F. Schoman, Professor of Hotel, Restaurant and Institutional Management and Director of the Research Center at a salary of \$12,000 per year on a 10-month basis effective September 1, 1961.

NEW BUSINESS, continued

Appointments

Appointments, continued

7. Max Bruck, Assistant Professor of Social Work at a salary of \$9100 per year on a 12-month basis effective July 1, 1961 to June 30, 1962.
8. Daniel F. Wozniak, Assistant Instructor in General Communication Arts and Associate Director of the ICA Seminars at a salary of \$350 per month effective from March 27, 1961 to September 15, 1961.
9. John T. McNelly, Assistant Professor of Journalism and Communications Research Center at a salary of \$8500 per year on a 10-month basis effective September 1, 1961 to August 31, 1962.
10. Mary Louise Burditt, Specialist in Education at a salary of \$6000 per year on a 12-month basis effective March 1, 1961 to June 30, 1962.
11. Vandel C. Johnson, Lecturer in Education at a salary of \$10,000 for the period effective from September 1, 1961 to June 30, 1962.
12. S. Arthur Reed, Instructor in Biological Sciences at a salary of \$6700 per year on a 10-month basis effective September 1, 1961.
13. Joyce Hausdorff, Instructor in Nursing at a salary of \$5650 per year on a 12-month basis effective September 1, 1961 to August 31, 1962.
14. Isabelle K. Payne, Associate Professor of Nursing at a salary of \$8400 per year on a 12-month basis effective September 1, 1961.
15. Peter Jay Hedrick, Instructor in Music at a salary of \$5600 per year on a 10-month basis effective September 1, 1961.
16. Carlos G. del Prado, Instructor in Foreign Languages at a salary of \$6200 per year on a 10-month basis effective September 1, 1961 to August 31, 1962.
17. Barry N. Floyd, Assistant Professor of Geography at a salary of \$8000 per year on a 10-month basis effective September 1, 1961.
18. Mack A. Breazeale, Assistant Professor (Res.) of Physics and Astronomy at a salary of \$8700 per year on a 12-month basis effective May 1, 1961 to April 30, 1962.
19. Walter G. Mayer, Assistant Professor (Res.) of Physics and Astronomy at a salary of \$8400 per year on a 12-month basis effective May 1, 1961 to April 30, 1962.
20. Johan Van Kranendonk, Distinguished Visiting Professor of Physics and Astronomy at a salary of \$4000 for the period March 20, 1961 to June 11, 1961.
21. Dorian Feldman, Assistant Professor of Statistics, at a salary of \$7200 per year on a 10-month basis effective September 1, 1961.
22. Gopinath Kallianpur, Professor of Statistics at a salary of \$12,500 per year on a 10-month basis effective September 1, 1961. Tenure will not be attained until he becomes a United States citizen.
23. Robert B. Barrett, Jr. Assistant Professor of Philosophy at a salary of \$6500 per year on a 10-month basis effective September 1, 1961.
24. Wallace Patrick Strauss, Assistant Professor of American Thought and Language at a salary of \$7000 per year on a 10-month basis effective September 1, 1961.
25. Roger Eugene Brown, Assistant Professor of Anatomy at a salary of \$7500 per year on a 12-month basis effective July 1, 1961.
26. Rosser L. Mainwaring, Consultant in Medical Technology without pay from March 1, 1961 to June 30, 1961.
27. Daniel F. Glaser, Consultant in Medical Technology without pay from March 1, 1961 to June 30, 1961.
28. Harold E. Bowman, Consultant in Medical Technology without pay from March 1, 1961 to June 30, 1961.
29. Frank Russell Ellis, Consultant in Medical Technology without pay from March 1, 1961 to June 30, 1961.
30. Sylvester Emanuel Gould, Consultant in Medical Technology without pay from March 1, 1961 to June 30, 1961.
31. John E. Maher, Associate Professor of Economics at MSU-O at a salary of \$8400 per year on a 10-month basis effective August 15, 1961.
32. Norman Roseman, Assistant Professor of Teacher Education at MSU-O at a salary of \$7200 per year on a 10-month basis effective August 15, 1961.

NEW BUSINESS, continuedAppointments, continued

33. Maurice F. Brown, Assistant Professor of English at MSU-O at a salary of \$7000 per year on a 10-month basis effective August 15, 1961.
34. Pauline Moller Mahar, Assistant Professor of Sociology and Anthropology at MSU-O at a salary of \$7000 per year on a 10-month basis effective August 15, 1961.
35. G. Russell Wentworth, Office Manager and Admissions Counselor in Admissions and Scholarships at a salary of \$9000 per year on a 12-month basis effective March 24, 1961.
36. Bert F. Hoselitz, Visiting Professor of Economics at a salary of \$2000 for the period June 19, 1961 to July 26, 1961.
37. William R. Brueckheimer, Professor of Geography at a salary of \$1450 for the period July 27, 1961 to September 1, 1961.
38. B. A. Rattray, Associate Professor of Mathematics at a salary of \$3000 for the period June 19, 1961 to September 1, 1961.

Appointments

Transfers

Transfers

1. H. Weldon Frase from Assistant Professor of Education at a salary of \$9200 to Assistant Professor of Education and Regional Director of Continuing Education at a salary of \$9800 per year on a 12-month basis effective April 1, 1961.

Salary ChangesSalary
Increases

1. Increase in salary for Laszlo Borbas, Associate Professor of Foreign Languages to \$9100 per year on a 10-month basis effective March 1, 1961.
2. Increase in salary for Anatole Sokolsky, Instructor in Foreign Languages to \$6000 per year on a 10-month basis effective April 1, 1961 to August 31, 1961.
3. Increase in salary for Peter Lutz Lehmann, Assistant Professor of Foreign Languages to \$850 per month from March 1, 1961 to June 30, 1961.
4. Increase in salary for Robert S. Swanson, Director of Business Affairs at Michigan State University-Oakland to \$11,500 per year on a 12-month basis effective \$11,500 per year on a 12-month basis effective April 1, 1961.
5. Increase in salary for Anthony J. Diekema, Assistant Instructor in Sociology and Anthropology and Admissions Counselor, Admissions and Scholarships, to \$6700 per year on a 12-month basis effective April 1, 1961.
6. Christiane L. Kerner, Assistant Editor Bureau of Business and Economic Research to \$5250 on a 12-month basis effective from April 1, 1961 to August 31, 1961.
7. Increase in salary for Philip J. Clark, Associate Professor of Zoology, to \$8750 per year on a 10-month basis effective April 1, 1961.

On motion by Mr. Merriman, seconded by Dr. Smith, it was voted to approve all the New Business

MiscellaneousCh. title
Floyd Hicks to
Asst. Prof.

1. Change in title of Floyd W. Hicks from Field Poultryman (Extension) to Assistant Professor (Extension) of Poultry Science with a salary increase from \$4400 per year of \$8200 per year on a 12-month basis, effective April 1, 1961, and paid from account 71-7500.
2. Correction in dates of leave of absence without pay for Roy Hollady, Instructor in Police Administration and Public Safety, from April 1, 1960, to May 1, 1960. This will permit him to be paid for 2 terms work during the 1959-60 academic year. The total period of his leave without pay is May 1, 1960, to August 31, 1961.
3. Change in Status of Herbert R. Hengst, Assistant Professor of Education, from full time at a salary of \$9000 per year to one-third time at a salary of \$3000 per year, effective from March 1 to June 30, 1961.
4. Promotion of Nicky Allan Smith from Instructor (Extension) to Assistant Professor (Extension) to Assistant Professor (Extension) of Botany and Plant Pathology, effective April 1, 1961. Mr. Smith was awarded his Ph.D. degree at the end of winter term.
5. Additional title of Assistant Director of the Kellogg Biological Station for T. Wayne Porter Professor of Zoology, effective March 1, 1961.
6. Designation of A. J. M. Smith, Professor of English, as Poet in Residence at Michigan State University, effective April 1, 1961.
7. Designation of Einar Hardin, Assistant Professor of Economics and the Labor and Industrial Relations Center, as Associate Director of the Labor and Industrial Relations Center, effective July 1, 1961 to June 30, 1962, paid 100% L & I R C funds during this period.
8. Recommendation that Jacweir Breslin be given the academic title of Professor of Administration and also that he be designated Secretary of the Retirement Committee, February 16, 1961.

Correction
dates lve for
Roy HolladyCh. status
Herbert Hengst
to 1/3 timeNicky A. Smith
promoted to
Asst. Prof.Title-Asst.
Dir. Kell. Bio
Station for
T. Wayne PorterA.J.M. Smith
designated Poet
in residence
Einar Hardin
Assoc. Dir.
L & I R Ctr.Title-Prof
Jack Breslin
and Sec. Ret.
Committee

NEW BUSINESS, continued

Miscellaneous, continued

Wm. Finni to
be Assoc. Dir.
Adm. \$10,100

Eli Cox
assigned to
Brazil Proj.

Paul M. Shields
assigned to
Vietnam Proj.

Disability
ret. R. E.
Horwood

Retirement
May Belle
Stiffler

Report of
death of
Oscar Ferbitz

Widow to re-
ceive 6 mos
salary

Report of
death of H.F.
Moxley

Report of
Death Grace
E. Richards

Report of
death G.P.
Steinbauer

Widow to
receive
salary for
1 year.

Approval
several
personnel
recommenda-
tions

Dept. of
Biochemistry
established

Approp. \$3950
for leaky
sinks Giltner
Hall.

Degrees
granted win-
ter term.

Resolution of
condolence to
be written
on death of
Harry Conrad

9. Change in title of William L. Finni from Assistant Director to Associate Director of Admissions with a salary increase from \$9600 to \$10,100 per year, effective April 1, 1961.

10. Assignment of Eli P. Cox, Jr., Director of the Bureau of Business and Economic Research and Professor of Marketing and Transportation Administration, to the Brazil Project at a salary of \$17,600 per year, effective from March 14 to April 27, 1961, paid from account 71-2025.

11. Assignment of Paul M. Shields, Instructor in Police Administration and Public Safety, to the Vietnam Project at the same salary of \$10,550 per year, effective July 1, 1961, for an indefinite period.

12. Recommendation from the Retirement Committee for disability retirement for Russell E. Horwood, Associate Professor (Ext. Res.) of Dairy, at a salary of \$3,000 per year, effective April 1, 1961. Mr. Horwood was born November 3, 1901 and has been employed at MSU since June 1, 1927.

13. Recommendation from the Retirement Committee for the retirement of Mrs. May Belle Stiffler Housekeeper III at Williams Hall, at a retirement salary of \$828 per year, effective April 1, 1961. Mrs. Stiffler was born on September 21, 1898, and has been employed by the University since January 30, 1940.

14. Report of the death of Oscar T. Ferbitz on February 25, 1961, of a heart attack. Mr. Ferbitz was born on August 14, 1906, and was first employed by the University on December 6, 1950. He was a plumber in Buildings and Utilities.

15. Recommendation that the salary of Mr. Ferbitz be paid to his widow for a period of 6 months beyond the date of his death.

16. Report of the death of Harry F. Moxley on February 18, 1961. Mr. Moxley was born on May 9, 1894, was first employed by the University on January 1, 1928, and was Assistant Professor (Extension) of Animal Husbandry at the time of his retirement on July 1, 1958.

17. Report of the death of Grace E. Richards on February 3, 1961. Miss Richards was born on December 17, 1886, was first employed by the University on September 1, 1934, and was Hostess in East Mary Mayo Hall at the time of her retirement on July 1, 1952.

18. Report of the death of George P. Steinbauer, Professor of Botany and Plant Pathology, on March 20, 1961. Dr. Steinbauer was born on August 17, 1903, and had been an employee of the University since February 15, 1947.

19. Recommendation that the salary of Dr. Steinbauer be paid to his widow for a period of one year beyond the date of his death.

20. Recommendations from the Director of Personnel, as follows:

- a. Establishment of a half-time Clerical Assistant position for the Cooperative Extension Service, effective February 27, 1961.
- b. Reclassification of a Clerk II to an Account-Clerk II position in Agricultural Economics, paid from Experiment Station funds, account 71-6200.
- c. Establishment of a Technician IVA position in Animal Husbandry, paid from Experiment Station funds, account 71-6700.
- d. Establishment of a Clerk-Typist position in Physics and Astronomy, paid from 71-2310.
- e. Establishment of a Clerk-Stenographer I position in History.
- f. Establishment of the following positions at Michigan State University-Oakland:
 - 1) Purchasing Assistant V in the Business Office, paid from 91-9681
 - 2) Typist-Dictaphone Operator in the Business Office, paid from 91-9681
 - 3) Personnel Assistant IIB, paid from account 91-9681
 - 4) Secretary-Executive in the Office of the Director of the Committee on the Undergraduate Program in Mathematics, paid from 91-5842.
- g. Establishment of a Corporal classification in Public Safety with a starting salary of \$5762 plus a \$200 annual uniform allowance.
- h. Reclassification of a Clerk-Typist to a Clerk-Stenographer I position in Air Science.
- i. Establishment of an IBM Operator III position in Tabulating, paid from 21-2916.

21. Recommendation for the establishment of a Department of Biochemistry responsible to the College of Agriculture and the College of Science and Arts, with Roger G. Hansen, designated as Head of the Department, effective April 1, 1961. This new department replaces the Department of Agricultural Chemistry and the work in biochemistry in the Dept of Chemistry.

22. Recommendation from Secretary Breslin for the correction of leaky sinks in Giltner Hall at an estimated cost of \$3,950, to be charged to Alterations and Improvements 1960-61.

23. Approval of granting of appropriate degrees to those graduate students who according to the records of the Registrar have completed the requirements for graduation at the end of the winter term 1961. (List on file in Registrar's Office.)

24. Harry L. Conrad, honorary alumnus and President and General Manager of The Christman Company of Lansing, died on February 21, 1961. In view of his generous gifts to the University, the Board may want to consider a note of condolence to his widow and family.

On motion by Dr. Smith, seconded by Mr. Stevens, it was voted to ask Mr. Denison to prepare an appropriately worded resolution to be spread upon the permanent minutes and a copy sent to the family.

NEW BUSINESS, continuedMiscellaneous, continuedCommunication
Mrs. Soria

25. Communication from Mrs. Soria expressing appreciation to the Trustees for the payment of her husband's salary for one year beyond the date of his death.

Communication
Hazel Strahan

26. Communication from Miss Hazel Strahan expressing appreciation to the Trustees for the retirement recently granted her.

On motion by Mr. Stevens, seconded by Mr. Merriman, it was voted to approve all the Miscellaneous Items not already acted upon.

Gifts and GrantsGifts and
Grants

1. Gift of 27 bags of "Led" Ballast valued at \$100 from "Led" Ballast, Inc., of Boulder, Colorado to be used in Agricultural Engineering for research and development.
2. Gift of 3 valves, 1 rim hole reamer, 1 adapter plate, and 1 unloader unit valued at \$100 from "Led" Ballast, Inc. for experimental use in Agricultural Engineering.
3. Gift of 1 case of BBB turkey hatching eggs valued at \$300 from Janes Bar Nothing Ranch of Austin, Texas, for use in Poultry Science to check the effects of lighting on egg production.
4. Scholarship grants as follows:
 - a. \$335 from the Institute of Applied Hotel Economics of Detroit for the winter term Statler Foundation award.
 - b. \$100 from the Henry Ford Community College of Dearborn to establish the Russel B. Nye Scholarship to be used at the discretion of Professor Nye.
 - c. \$100 from the United Church Women of Lansing to be used to aid a foreign student.
 - d. To continue previously established scholarships:
 - 1) \$10,050 from Consumers Power Company of Jackson for their program for 1961-62, as follows: 1 freshman, \$300; 3 engineering at \$750 each; 3 engineering fellowships at \$2,500 each.
 - 2) For the Farm Equipment Service and Sales Scholarship Fund:
 - a) \$50 from Massey-Ferguson of Burr Oak
 - b) \$175 from Massey-Ferguson of Lansing
 - 3) \$600 from Perry C. Miles Memorial Scholarship to be used as follows: \$100 credited to last year; \$500 to continue the Mobile Homes Program
 - 4) \$500 from Ralston Purina of St. Louis, Missouri.
 - 5) \$1,000 from Food Service Executives Association, Inc., of Washington, D.C., to be credited to the Joseph C. Orange scholarship fund.
 - 6) \$500 from Fiddes-Moore & Company of Fort Wayne, Indiana.
 - 7) \$2500 from The Statler Foundation of New York City to be used as follows: \$1,000 for a graduate teacher scholarship; \$600 for an in-state scholarship; \$900 for an out-of-state scholarship.
 - 8) \$500 from Continental Oil Company of Ponca City, Oklahoma, to continue their scholarship in chemistry for 1961-62.
 - e. To aid specified students:
 - 1) \$300 from The Michigan Home Economics Extension Council of Kalamazoo.
 - 2) \$150 from the Lansing Motor Carriers Association.
 - 3) \$100 from the Benton Harbor Exchange Club.
 - 4) \$450 from the Board of Christian Education of Richmond, Virginia.
 - 5) \$600 from the George M. Pullman Educational Foundation of Chicago.
 - 6) \$650 from the Chicago Community Trust.
 - 7) \$100 from Scott Paper Company of Chester, Pennsylvania
 - 8) \$186 from Tom A. Johnson of East Lansing.
 - 9) \$175 from the Ratner Foundation of Cleveland, Ohio.
 - 10) \$991.75 from the M & S Manufacturing Company of Hudson
 - f. For Michigan State University-Oakland:
 - 1) \$6,296.94 from the MSU-O Scholarship Committee of Rochester.
 - 2) \$278 from the National Farm & Garden Club of Rochester
 - 3) \$60 from the Rochester Ministerial Association
 - 4) \$420 from the Kiwanis Club of West Pontiac for a graduate of Waterford High School.
 - 5) \$300 from the Consumers Power Company, Pontiac District, for one freshman scholarship.
 - 6) \$10 from R. W. Swanson which was a contribution he received for a speech in Utica.
5. Grants to be used under the direction of R. G. Mawoy in 4-H Clubs, as follows:
 - a. \$500 from the National 4-H Service Committee of Chicago to conduct an automotive program.
 - b. \$500 from the Lenawee County 4-H Clubs of Adrian to send an IFYE delegate to Greece.
 - c. \$500 from the Kalkaska County 4-H Clubs to send an IFYE delegate to Ecuador.
 - d. \$300 from Watkins Products Company of Winona for grants to a boy and a girl.
 - e. \$757.52 from Caro Byoir Associates, Inc., of New York City, for the clover program for leaders.
 - f. \$2,800 from Cities Service Oil Company of Bartlesville, Oklahoma, to conduct the Key Award Program.
 - g. \$144.95 from the Upper Peninsula Delegates to the Junior Leader Training School.
 - h. \$165 from the National 4-H Service Committee of Chicago for the grain marketing tour.
 - i. \$1,515.63 from the National 4-H Service Committee for the Regional Tractor Contest.
 - j. \$825 from the Farmers and Manufacturers Beet Sugar Association of Saginaw to conduct a sugar beet tour.

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5. Renewal of a memorandum of agreement with the United States Department of Agriculture of Washington, D.C., covering a grant of \$13,700 to be used under the direction of L. L. Boger in Agricultural Economics to assess the significance of product specialization to agricultural adjustments in the Saginaw Valley and Upper Thumb areas.
6. Renewal of a memorandum of agreement with the Green Giant Company of LeSueur, Minnesota, covering a grant of \$500 to be used under the direction of A. W. Farrall in Agricultural Engineering to determine principles of snapping asparagus for the purpose of developing a mechanical asparagus harvester.
7. Grant of \$500 from the Michigan Agricultural Ammonia Association of Jonesville to be used under the direction of A. W. Farrall in Agricultural Engineering to support research on the application of anhydrous ammonia to Michigan crops.
8. Renewal of a memorandum of agreement with the National Silo Association of Louisville, Kentucky, covering a grant of \$1500 to be used under the direction of A. W. Farrall in Agricultural Engineering for research on the physical conditions in farm silos.
9. Renewal of a memorandum of agreement with the Phillips Petroleum Company of Bartlesville, Oklahoma, covering a grant of \$300 to be used under the direction of A. W. Farrall in Agricultural Engineering for equipment necessary in promoting cooperative research study of ammonia mechanical application techniques.
10. Renewal of a memorandum of agreement with the Chicago & North Western Railway Company of Chicago covering a grant of \$450* to be used under the direction of S. M. King in Farm C rops to determine the varietal adaptability of soybeans to the Upper Peninsula.
11. Grant of \$1,745 from the Lower Michigan Pumpwood Research Association, Inc., of Filer City to be used under the direction of L. W. Gysel in Fisheries and Wildlife for a study of behavior patterns of whitetailed deer in relation to environmental factors.
12. Renewal of a memorandum of agreement with W. R. Grace & Company of Clarksville, Indiana, covering a grant of \$2,000 to be used under the direction of D. P. White in Forestry for an appraisal of metal ammonium phosphates in tree nutrition.
13. Renewal of a memorandum of agreement with the Michigan Association of Nurserymen of Marshall covering a grant of \$3,000 to be used under the direction of D. P. Watson in Horticulture for the preparation, staging, presentation, and distribution of a series of 10 television programs on home gardening.
14. Renewal of a memorandum of agreement with the National Grape Cooperative Association of Paw Paw covering a grant of \$5,800 to be used under the direction of A. L. Kenworthy in Horticulture, Entomology, and Botany and Plant Pathology to secure and disseminate knowledge of value to growing and marketing of Concord grapes in Michigan. The agreement provides for a special graduate research assistant.
15. Grant of \$164,500 from The Ford Foundation of New York City to be used under the direction of Joseph LaPalombara in Political Science to finance a program of internships with the Michigan legislature over a 6-year period.
16. Grant of \$5,000 from The General Electric Foundation of Ossining, New York, to be used in Marketing and Transportation as a graduate research and study grant.
17. Grants as follows to be used under the direction of E. M. Barnet in Marketing and Transportation in the Food Marketing Management program:
 - a. \$1,500 from The Borden Company Foundation, Inc., of New York City, for an annual award of \$300 to a student in the Program.
 - b. \$1,000 from Colonial Stores, Inc., of Atlanta, Georgia.
 - c. \$2,500 from The Kroger Company of Cincinnati, Ohio.
 - d. \$500 from LaChoy Food Products Company of Archbold, Ohio.
 - e. \$1,500 from the Savannah Sugar Refining Corporation of Savannah, Georgia.
 - f. \$500 from Scott Paper Company of Chester, Pennsylvania.
 - g. \$1,500 from Star-Kist Foods, Inc., of Terminal Island, California.
 - h. \$500 from the Tyler Refrigeration Corporation of Niles.
18. Grant of \$50 from the faculty of the Communications Research Center to be used under the direction of Dean Siebert in Communication Arts to provide assistance to students in that College.
19. Grant of \$206,080 from the United States Department of Health, Education, and Welfare of Washington, D.C., to be used under the direction of James Costar in Education for the support of an institute to improve the qualifications of personnel engaged in, or preparing to engage in, the counseling and guidance of students in secondary schools.
20. Grant of \$90,850 from the Department of Health, Education, and Welfare to be used under the direction of Elizabeth Drews in Education to determine the effectiveness of special training with audio-visuals in changing the aspirations of intellectually superior students. Provision is made for special graduate research assistants.

*This amount was changed to \$300 by Chicago & Northwestern Railry Company.

NEW BUSINESS, continuedGifts and Grants, continued:Gifts and
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21. Renewal of a memorandum of agreement with the National Committee for Education on Family Finance of New York City covering a grant of \$16,025 to be used under the direction of R. J. Kleis in Education for the preparation of teachers at elementary, secondary, and adult levels for improved teaching of personal and family economics. The agreement provides for special graduate research assistants.
22. Grant of \$4,500 from JETS, Inc., of East Lansing to be used under the direction of D. J. deZeeuw in Botany and Plant Pathology for the support of Graduate research assistantships for research on seed treatment and soil treatment:
 - a. \$200 from Morton Chemical Company of Ringwood, Illinois.
 - b. \$200 from Niagara Chemical Division of Middleport, New York.
 - c. \$200 from Hercules Powder Company of Wilmington, Delaware.
24. Renewal of a memorandum of agreement with The Upjohn Company of Kalamazoo covering a grant of \$500 to be used under the direction of E. J. Klos in Botany and Plant Pathology to study the systemic activity of Cycloheximide (acti-dione) and its derivatives in the control of cherry leaf spot of the Montmorency cherry.
25. Renewal of a memorandum of agreement with The Upjohn Company covering a grant of \$500 to be used under the direction of F. C. Strong in Botany and Plant Pathology to conduct further studies on the control of the Dutch Elm Disease and the chestnut blight disease with cycloheximide derivatives.
26. Renewal of a memorandum of agreement with the Morton Chemical Company of Woodstock, Illinois, covering a grant of \$770 to be used under the direction of H. S. Potter in Botany and Plant Pathology to determine the toxicity and fumigation capabilities of vorlex and nemex under varying temperature conditions.
27. Renewal of a memorandum of agreement with Velsicol Chemical Corporation of Chicago covering a grant of \$500 to be used under the direction of G. E. Guyer in Entomology for an evaluation of insecticides developed by the Corporation.
28. Renewal of a memorandum of agreement with the Shell Chemical Company of Union, New Jersey, covering a grant of \$2,000 to be used under the direction of G. E. Guyer in Entomology for evaluations on control of clover root borer in an effort to prolong stands and increase seed production, control studies of vetch bruchid, studies on asparagus and cucumbers by granulated formulations for beetle control studies of resistant onion maggot populations, and fruit insect studies with Phosdrin.
29. Renewal of a memorandum of agreement with the Ransom Fidelity Company of Lansing covering a grant of \$2,800 to be used under the direction of G. J. Joyaux in Foreign Languages to conduct a foreign language honors institute for 40 high school students.
30. Grant of \$2,500 from the McClure Oil Company of Alma to be used under the direction of C. E. Prouty in Geology to establish the McClure Oil Company Research Fellowship in Geology and Geophysics.
31. Grant of \$79,000 from the Atomic Energy Commission of Chicago to be used under the direction of H. G. Blosser and M. M. Gordon in Physics and Astronomy for studies of resonant beam extraction from sector focused cyclotrons. Provision is made for special graduate research assistants..
32. Renewal of a memorandum of agreement with the Office of Naval Research in Washington, D.C., covering a grant of \$17,150 to be used under the direction of Herman Rubin in Statistics to conduct research on the problems of statistical inference in stochastic processes. The agreement provides for special graduate research assistants.
33. Grant of \$22,120 from the National Science Foundation of Washington To be used under the direction of M. Isobel Blyth in the Science and Mathematics Teaching Center to provide a program in science and mathematics for 100 selected high school students.
34. Grant of \$249 from the National Science Foundation to be used under the direction of S. H. Bartley in Psychology to purchase research equipment.
35. Grant of \$500 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of W. R. Mackavey in Psychology to investigate the mechanisms which underlie brightness vision and to design psychophysical techniques to make this determination.
36. Grant of \$25 from the Western Michigan Veterinary Medical Association Auxiliary of Hillsdale to be used under the direction of Dean Armistead in Veterinary Medicine to purchase materials for the Veterinary Library.
37. Grant of \$600 from the Dow Chemical Company of Midland to be used under the direction of W.L. Mallmann in Microbiology and Public Health for development of methods for bactericidal assay of chemicals in solids.
38. Renewal of a memorandum of agreement with Johnson and Anderson, Inc., of Pontiac covering a grant of \$400 to be used under the direction of W. L. Mallmann in Microbiology and Public Health for a study of the public health hazards of compost.

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39. Renewal of a memorandum of agreement with the International Cooperation Administration covering a grant of \$600,526 to be used under the direction of Dean Taggart in International Programs and Dean Seelye in Business and Public Service to provide the funds for the period from May 28, 1959, to September 30, 1963, for the strengthening of education for business administration in Brazil through the University of Rio Grande do Sul, the University of Bahia, and a third university to be designated, with the Sao Paul School of Business Administration as a training center.
40. Renewal of a memorandum of agreement with the Ford Foundation of New York City covering a grant of \$410,000 to be used under the direction of Dean Taggart in International Programs to continue a program of advisory assistance to the Government of Pakistan in connection with the establishment of two academies for village development in East and West Pakistan.
41. Grant of \$500,000 from The Kresge Foundation of Detroit to be used toward the construction of a library building at Michigan State University-Oakland.
42. Grant of \$500 from Sustainers Group, Junior League of Birmingham to be used under the direction of David Wilder for library acquisitions for the Michigan State University-Oakland Library.
43. Grant of \$40 from the Lansing Woman's Club to be used under the direction of Chancellor Varner at Michigan State University-Oakland.
44. Grant of 1 share of Georgia-Pacific Corporation stock valued at \$50 from Mr. and Mrs. Ralph Powell of Berkeley, California, for the MSU Development Fund.
45. Grant of \$560 from The Budd Company of Philadelphia as their contribution based on the number of alumni now employed by The Budd Company. This is to be credited to the Discretionary Fund.
46. Grant of \$500 from the Wolverine Insurance Company of Battle Creek to be used under the direction of Leon Weaver in Police Administration and Public Safety to continue research in the area of non-military defense.
47. Grant of \$24,840 from the United States Office of Education of Washington to be used under the direction of H. R. Neville in Continuing Education to support a regional work conference to develop a theoretical framework for new media research and application. Provision is made for special graduate research assistants.
48. Grant of \$600 from The Farm Foundation of Chicago to be used under the direction of H. R. Neville in Continuing Education to help finance the Rural Leadership School.
49. Grant of \$50 from S. R. Shapiro of New York City to be used under the direction of R. E. Chapin in the Library as an award to an undergraduate student with the best private book collection.

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to accept the Gifts and Grants.

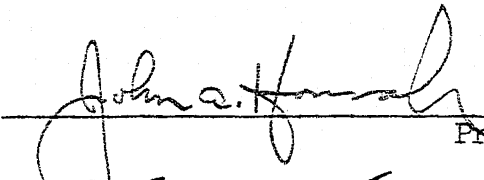
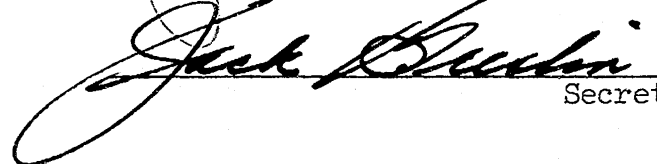
Alteration
and Improve-
ment items
approved.Reports for Board Members

1. Alteration and improvement items approved since the February meeting of the Board of Trustees:

a. Improve lighting rooms 21 and 22 Demonstration Hall	\$1450
b. Improve lighting ground floor corridor Agriculture Hall	1300
c. Improve lighting room 34, Physics-Mathematics	400
d. Improve lighting room 6 Library	1500
e. Remove two large concrete tanks which were built into room 26 Nat. Sci.	975
f. Install asphalt tile floors in rooms 314 and 315 Agriculture Hall	500
g. Build storage cabinet and booklet rack in Secretary's Office	200
h. Alterations in rooms 9, 9A, 9B, 10, 10A and 12 Adm. Bldg for Tabulating	1750
	<u>\$8075</u>
2. Additional payments to salaried employees since the February Board meeting, as per list on file.

The Board adjourned at 12:30 p.m.

The next meeting will be on Thursday, April 27, 1961.


 President

 Secretary