

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
May 7, 1954

Present: Mr. Brody, Chairman; Messrs. Mueller, Rouse; Miss Jones; President Hannah, Treasurer May

Absent: Mr. Akers, Mr. Armstrong, Dr. Taylor and Secretary McDonel

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Appointments

Appointments

1. Appointment of the following instructors in Communication Skills, effective for the spring term 1954:

Mrs. Lyssa Harper, \$800 for the term Mrs. Esther Reed, \$800 for the term
Mrs. Lorraine Tata, \$800 for the term Mrs. Elinore Winburne, \$800 for the term

2. Reappointment of Swart Leon Evans as Instructor in Social Science at a salary of \$400 for the spring term 1954.
3. Appointment of John H. Eliasohn as Instructor in Police Administration at a salary of \$400 for the spring term 1954 to replace R. H. Scott who is on a half-time basis.
4. Reappointment of John L. Sweeney as Instructor (Research) in Political Science at a salary of \$200 per month, effective from April 1 to June 30, 1954.
5. Appointment of the following Lecturers in Social Work for the spring term 1954:

Manfred Lilliefors, \$300 for the term
Barrett Lyons, \$400 for the term
Paul R. Stimson, \$100 for the term
6. Appointment of the following part-time Instructors in Business Education and Secretarial Studies, effective from April 19 to June 30, 1954, to replace Sara L. Barrord, on sick leave:

Mrs. Kathryn Stultz Pierson, \$266.66 per month
Mrs. Betty Jean Herrick, \$133.33 per month
7. Reappointment of Jack W. Warren as Lecturer in General Business at a salary of \$133.33 per month, effective from April 1 to June 30, 1954.
8. Appointment of Edwin G. Spacie as Instructor in Elementary Education at a salary of \$400 for the spring term 1954.
9. Appointment of Dorothy Riley as Assistant in Institution Administration at a salary of \$300 for the spring term 1954.
10. Appointment of Allan D. Dawson as Instructor in Entomology at a salary of \$60 per month, effective from April 1 to June 15, 1954.
11. Appointment of Humberto del Rio as Assistant in Foreign Languages at a salary of \$100 per month, effective from April 1 to June 30, 1954, to replace Mary Bolanos, resigned.
12. Appointment of the following Instructors in Speech for the spring term 1954:

Theda P. Assif, \$900 for the period Gloria Irene Dorson, \$450 for the period
Frances M. Hayworth, \$1000 for the period Robert Maunder, \$250 for the period
James C. Pollock, \$400 for the period
13. Appointment of Arthur Vener as Instructor (Research) in Sociology and Anthropology at a salary of \$400 per month, effective from April 1 to June 30, 1954, and paid from the Clothing Project funds.

Miscellaneous

1. Assignment of Jack A. Prescott to the University of the Ryukyus for one year, effective June 16, 1954, at the same salary of \$7500 per year. Mr. Prescott has been at the University of the Ryukyus during the past year.
2. Assignment of the following staff members to the project in Brazil, effective March 25, 1954, at the salaries shown:

Karl A. Boedecker, Professor of General Business, \$11,500
Ole S. Johnson, Assistant Professor of General Business, \$10,600

J. A. Prescott assigned to Ryukyus

K. Boedecker
C. Johnson
assigned to
Brazil

PRESIDENT'S REPORT, continuedMiscellaneous, continued

3. Change in rate of pay for Mary M. Lindholm, Instructor in Business Education and Secretarial Studies, from \$400 to \$266.67 per month, effective from April 1 to June 30, 1954.
4. Reinstatement of Grace A. Siebers, Instructor in Nursing Education, on April 5, 1954. Miss Siebers was granted leave for an indefinite period to care for her sick brother.
5. Approved a laboratory fee of \$8 to be charged for Education 345, Apprentice Teaching in the Elementary School, effective for the spring term of 1954.
6. Approved alterations to Demonstration Hall to provide more storage room for the Ground Forces ROTC. The estimated cost is \$1750, and is to be charged to Alterations and Improvements 1953-54.
7. Appropriation of \$560 to cover the honorarium and expenses incurred for the lecture on May 5 on the American Way series.

NEW BUSINESSResignations and Terminations

1. Patricia Kathryn Kuusisto as Home Demonstration Agent in Clare and Gladwin Counties, effective June 30, 1954, to be married.
2. Alfreda H. McGuire as Home Demonstration Agent in Jackson County, effective April 30, 1954, to accept another position.
3. Karl A. Vary as Assistant Professor of Agricultural Economics, effective May 31, 1954, to accept a position with the Tractor and Implement Division of the Ford Motor Company.
4. William E. Splinter as Instructor in Agricultural Engineering, effective June 30, 1954, to accept another position.
5. Richard D. Harper as Instructor in Communication Skills, effective August 31, 1954, to enter graduate school at Syracuse University.
6. John A. Overhouse as Instructor in Civil Engineering, effective August 31, 1954, to enter the manufacturing field.
7. Ann M. Heiss as Instructor in Foods and Nutrition, effective August 31, 1954, to accept another position.
8. Cancellation of the appointment of Jack G. Powles as Assistant Professor of Physics and Astronomy.
9. James M. Cunningham as Lecturer in Psychology, effective December 31, 1953.

Leaves

1. Leave of absence with full pay from September 16, 1954, to March 15, 1955, and without pay from March 16 to June 15, 1955, for Mary J. E. Woodward, Assistant Professor (Extension) in 4-H Clubs, to work for her Master's degree as Columbia Teachers' College. Miss Woodward has been a member of the staff since August 9, 1933.
2. Leave of absence with half pay for Margaret McKoane, Assistant Professor of Physical Education, Health and Recreation for Women, for one year beginning September 1, 1954, for study purposes. Mrs. McKoane has been a member of the staff since January 1, 1946.
3. Leave of absence with half pay for John A. Garraty, Associate Professor of History, for one year beginning September 1, 1954, to accept Social Science Research Council Fellowship to continue his studies in the use of psychological techniques in the study of biography and history. Dr. Garraty will study in eastern libraries as well as at Michigan State College. He has been a member of the staff since September 1, 1947.
4. Leave of absence with half pay for Max T. Rogers, Associate Professor of Chemistry, for one year beginning September 1, 1954, to accept a fellowship awarded by the John Simon Guggenheim Memorial Foundation. Dr. Rogers will study at Oxford and other foreign universities in the field of molecular structure. He has been a member of the staff since September 1, 1946.
5. Leave of absence with full pay for Dorothy H. Pohl, Lapeer County Home Demonstration Agent, from June 28 to July 12, 1954, to attend the Penland School of Handicrafts in North Carolina.
6. Leave of absence with full pay for Hildred J. Hart, Livingston County 4-H Club Agent, from June 21 to July 11, 1954, to attend the Summer Workshop on Human Relations and Human Development at the University of Maryland.
7. Leave of absence with pay for the following staff members to study operations of Urban 4-H Club activities in Connecticut and Massachusetts from June 7 to June 21, 1954:
 - a. James F. Halm, Saginaw County 4-H Club Agent
 - b. Gould S. Pinney, Bay County 4-H Club Agent
8. Leave of absence with pay for Ruth A. McIlnay, Isabella County Home Demonstration Agent, from July 12 to July 25, 1954, to attend the Extension Summer School at Cornell University.

May 7, 1954

NEW BUSINESS, continuedLeaves, continued

Leaves

9. Leave of absence with full pay for the following staff members from June 7 to June 20, 1954, to attend the Extension Summer School at the University of Wisconsin:
 - a. Ann E. Field, Eaton County Home Demonstration Agent
 - b. Robert R. Dancer, Ionia County 4-H Club Agent
10. Leave of absence with full pay for the following staff members from June 28 to July 11, 1954, to attend the Extension Summer School at Colorado A & M College:
 - a. Russell E. Horwood, Superintendent of the Chatham Experiment Station
 - b. Per G. Lundin, Assistant Professor (Extension) in 4-H Clubs
 - c. Melvin N. Nyquist, Marquette County Agricultural Agent
 - d. Frederick C. Sackrider, Jackson County Agricultural Agent
 - e. Harvey J. Elliott, St. Joseph County Agricultural Agent
 - f. Mary E. Bullis, Allegan County Home Demonstration Agent
11. Leave of absence without pay for Ardath M. Blood, Hillsdale County Home Demonstration Agent, from July 7 to August 22, 1954 to travel in Europe.
12. Leave of absence without pay for Robert W. McIntosh, Assistant Professor (Extension) of Land and Water Conservation, for the month of July 1954 to complete field work for his doctorate thesis at the University of Michigan.
13. Leave of absence with full pay for Sara L. Barrord, Instructor in Business Education and Secretarial Studies, from March 1 to March 31, and from April 14 to June 30, 1954, for health reasons.
14. Leave of absence with full pay for J. D. Menchhofer, Assistant Professor of Speech, from April 1 to June 30, 1954 for health reasons.
15. Extension of leave of absence without pay for Clair R. Tetterer, Assistant Professor of Speech, for one year beginning September 1, 1954, to work on his doctorate at Ohio State University.
16. Leave of absence without pay for Arthur E. Adams, Assistant Professor of History, for one year beginning September 1, 1954, to accept a Fellowship from the Ford Foundation for the Advancement of Education. Dr. Adams will study at Harvard University with several of America's outstanding authorities on the Soviet Union.
17. Extension of leave of absence without pay for Olen E. Leonard, Professor of Sociology and Anthropology, for one year beginning September 1, 1954, to continue work in Latin America with the Inter-American Institute of Agricultural Sciences.
18. Leave of absence without pay for Military service, as follows:
 - a. James L. Hall, Assistant Professor of Chemistry, effective from September 1, 1954, to June 30, 1955.
 - b. Robert M. Farr, employee in the Union Food Service, effective from April 6, 1954, to June 30, 1955

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the President's Report, Resignations and Leaves.

Appointments

Appointments

1. Transfer of Frederick W. Dostal from 4-H Club Agent in Oceana and Newaygo Counties to Newaygo County 4-H Club Agent at the same salary of \$4800 per year, effective April 16, 1954.
2. Appointment of James Walter Pelham as Lenawee County 4-H Club Agent at a salary of \$4900 per year on a 12-month basis, effective June 1, 1954, to replace R. R. Ranta, transferred. His salary is to be paid one-half from Bankhead-Flannagan and one-half from State Offset funds.
3. Appointment of John Clark Post as 4-H Club Agent at Large at a salary of \$4800 per year on a 12-month basis, effective July 1, 1954. This is a new position.
4. Appointment of Cecil Frederick Kerr as Assistant County Agricultural Agent at Large at a salary of \$5600 per year on a 12-month basis, effective July 1, 1954. This is a new position.
5. Appointment of George William Alstad as Assistant County Agricultural Agent at Large at a salary of \$5400 per year on a 12-month basis, effective May 1, 1954. This is a new position paid one-half from Bankhead-Flannagan and one-half from State Offset funds.
6. Appointment of Wilbur Allen Dexter as Assistant County Agricultural Agent at Large at a salary of \$5200 per year on a 12-month basis, effective June 1, 1954. This is a new position.

NEW BUSINESS, continuedAppointments, continued

- Appointments
7. Transfer of Mildred M. Omlor from Home Demonstration Agent in Oceana and Newaygo Counties to Oceana County Home Demonstration Agent at the same salary of \$5600 per year, effective April 16, 1954.
 8. Appointment of Chester J. Mackson as Assistant Professor of Agricultural Engineering at a salary of \$5600 per year on a 12-month basis, effective from July 1, 1954 to June 30, 1957, to replace H. J. Fisch who is assigned to the project in Colombia.
 9. Appointment of Forrest Dean Freeland as Assistant Professor of Forestry and Assigned to the project in Colombia at a salary of \$7310 on a 12-month basis, effective for two years only beginning July 1, 1954, and paid from T.C.A. Colombia Project funds. Mr. Freeland will replace J. E. Mausteller. Salary is based on resident salary of \$5600.
 10. Reappointment of Bruce L. Smith as Associate Professor of Political Science at the same salary of \$7000 per year on a 10-month basis, effective for one year only beginning September 1, 1954.
 11. Reappointment of Robert George Scigliano as Instructor in Political Science at a salary of \$4500 per year on a 10-month basis, effective for one year only beginning September 1, 1954.
 12. Reappointment of Joseph G. LaRombara as Assistant Professor of Political Science at the same salary of \$5500 per year on a 10-month basis, effective September 1, 1954, and subject to tenure rules. His salary is to be paid from Governmental Research Bureau funds.
 13. Appointment of Joe Paul Bail as part-time Instructor in Agricultural Education at a salary of \$220 per month, effective from September 1, 1954, to June 30, 1955, to replace Charles King, and paid from Vocational Teacher Training funds.
 14. Appointment of John A. Lindenfeld as Instructor in Applied Mechanics at a salary of \$1900 for the period from September 1, 1954 to June 30, 1955, to replace W. A. Bradley, on leave.
 15. Reappointment of Floyd I. Backus as part-time Instructor in Applied Mechanics at a salary of \$3000 for the period from September 1, 1954 to June 30, 1955.
 16. Designation of Louis L. Otto, Professor of Mechanical Engineering, as Acting Head of the Department of Engineering Drawing at an additional salary of \$1500 per year, effective July 1, 1954.
 17. Reappointment of Doarde G. Triponi as Instructor in Mechanical Engineering at a salary of \$3900 per year on a 10-month basis, effective for one year only beginning September 1, 1954.
 18. Appointment of Carolyn J. McDonald as Instructor in Nursing Education at a salary of \$4200 per year on a 12-month basis, effective June 16, 1954. This is a new position.
 19. Appointment of Samuel H. Scott as Instructor in Music at a salary of \$4300 per year on a 10-month basis, effective for one year only beginning September 1, 1954, to replace Stanley Finn, on leave.
 20. Appointment of Daniel C. Kingman as Instructor in Music at a salary of \$4200 per year on a 10-month basis, effective for one year only beginning September 1, 1954, to replace Edgar Kirk, on leave.
 21. Appointment of William T. Lippincott as Assistant Professor of Chemistry at a salary of \$4750 per year on a 10-month basis, effective September 1, 1954, to replace Bruce Hartsuch, retired.
 22. Appointment of Gilbert N. Plass as Associate Professor of Physics and Astronomy at a salary of \$6600 for the period from September 1, 1954, to June 30, 1955, to replace Richard Schlegel, on leave.
 23. Reappointment of Joel Smith as Instructor in Sociology and Anthropology at a salary of \$400 per month, effective for one year only beginning July 1, 1954, and paid one-half from College and one-half from Experiment Station funds.
 24. Reappointment of Donald F. Rieder as Instructor in Sociology and Anthropology at a salary of \$400 per month, effective from September 1, 1954, to June 30, 1955, to replace William Form, on leave.
 25. Reappointment of W. Widick Schroeder as Instructor in Sociology and Anthropology at a salary of \$400 per month, effective from July 1, to August 31, 1954, to replace J. A. Beegle, on leave, and paid one-fourth from College and three-fourths from Experiment Station funds.
 26. Reappointment of Joe D. Mills as Instructor in Sociology and Anthropology at a salary of \$400 per month, effective for one year only beginning July 1, 1954, to replace Olen Leonard, on leave. From July 1 to December 31, 1954, his salary is to be paid from National Institute of Mental Health funds; and from January 1 to June 30, 1955, from College funds.
 27. Appointment of Marjorie R. King as All-College Publications Editor in Information Services at a salary of \$5000 per year on a 12-month basis, effective June 1, 1954, to replace Dean Brown, resigned.

NEW BUSINESS, continuedAppointments, continued

Appointments

28. Appointment of the following persons to the staff of the Counseling Center during the summer of 1954:

- a. Mary M. Leichty, \$1000 from June 1 to September 3
- b. Margaret B. May, \$500 from June 21 to July 30
- c. Joseph Ropele, \$500 from June 23 to July 30
- d. Walter C. Vogtmann, \$600 from June 21 to September 3
- e. William E. Clarke, \$1000 from June 21 to September 3
- f. Marjorie Shepard, \$500 from July 26 to September 3
- g. Frank M. Reed, Jr., \$500 from July 26 to September 3
- h. Carol Duncan \$250 from August 2 to September 3
- i. Nancy Dickens, \$250 from August 2 to September 3

29. Appointment of the following persons to the Summer School staff, effective for the 6-week session from June 23 to July 30:

Business Education and Secretarial Studies

Irol Whitmore Balsley, \$1000 for the period, Professor

Educational Administration and Supervision

R. Lee Thomas, Professor, at a salary of \$600

Dwight H. Rich, Professor, at a salary of \$600

Elementary Education

Noel Ranger, Instructor, at a salary of \$350

Jeanna North, Instructor, at a salary of \$350

Marjorie Lake, Instructor, at a salary of \$350

Thera Hammond, Instructor, at a salary of \$350

Marjorie Gregg, Instructor, at a salary of \$350

Florence S. Baker, Instructor, at a salary of \$350

Guidance and Counselor Training

George A. Pierson, Professor, at a salary of \$1000

Secondary Education

Richard D. Mosier, Professor, at a salary of \$1000

Herbert L. Coon, Professor, at a salary of \$1000

Vocational Education and Home Economics

Marie Dirks, Professor, at a salary of \$1000

Zoology

Allen S. Fox, Associate Professor, at a salary of \$1000

Foreign Studies

H. G. Creel, Professor, at a salary of \$1100

History Oswald P. Backus, III, Assistant Professor, at a salary of \$800

Sociology and Anthropology

Melvin S. Brooks, Associate Professor, at a salary of \$1000

Jack J. Preiss, Instructor, at a salary of \$350

Walter Freeman, Instructor, at a salary of \$350

30. Appointment of the following persons to the staff of the Summer School, effective for the 9-week session from June 23 to August 20, 1954:

- a. William H. Bessey, Associate Professor of Physics and Astronomy, at a salary of \$1450 for the period.
- b. Donald F. Rieder, Instructor in Sociology and Anthropology, at a salary of \$1050 for the period.

31. Appointment of William E. Arnold as Professor of Educational Administration and Supervision at a salary of \$500 for the period from August 2 to August 13, 1954.

32. Appointment of Rolland Strolle as Professor of Educational Administration and Supervision at a salary of \$400 for the period from August 2 to August 13, 1954.

33. Appointment of Spencer W. Myers as Professor of Educational Administration and Supervision at a salary of \$300 for the period from June 28 to July 2, 1954.

34. Appointment of John A. Dotson as Professor of Educational Administration and Supervision at a salary of \$600 for the period from July 5 to July 16, 1954.

35. Appointment of Ruth N. Bacon as Director of the Rural Education Workshop in Elementary Education at a salary of \$500 for the period from August 2 to August 20, 1954.

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

May 7, 1954

NEW BUSINESS, continuedMiscellaneous

\$1200 paid
Wm. Baker
for summer
work.

Ch. in leave
Sanford H.
Stone.

Reinstatement
H.H. Ander-
son May 16 '54

Payment \$1350
C.Sower sum.
work.

Pay. \$1000
John Useem

Pay. \$800 to
Raymond
Scheele

Cancellation
lve. Bert E.
O'Beirne

Payment to
staff mem-
bers for
work in
Counseling
Center
during sum-
mer 1954.

Approval co-
operative
arrangement
No. Cen.
Assoc.

Retirement
Mrs. Margaret
Nutting
approved
Oct. 16, 1954

Year's wages
paid to widow
of Roy Wilhelm

Report of
death of
Edna V. Muir
Apr. 5 '54

Additional
payments
paid to
salaried
employees

1. Payment of \$1200 to William D. Baker, Assistant Professor of Communication Skills, for work during the summer of 1954 for writing a manual of essentials of English usage for the All-College Committee on English. An appropriation to cover the amount of the salary is approved.
2. Change in leave for Sanford H. Stone, Assistant Professor of Applied Mechanics, from leave with half pay to leave without pay, effective from April 1 to August 31, 1954.
3. Reinstatement of Harold H. Anderson, Professor and Head of Psychology, on the Payroll on May 16, 1954. Professor Anderson has been on leave without pay since September 1, 1953.
4. Payment of \$1350 to Christopher Sower, Associate Professor of Sociology and Anthropology, for work during the summer of 1954 on a Social Research Service Project, and paid from Health Information Foundation funds.
5. Payment of \$1000 to John Useem, Professor of Sociology and Anthropology, for work during the summer of 1954 on a Social Research Service project, and paid from National Institute of Mental Health funds.
6. Payment of \$800 to Raymond Scheele, Assistant Professor of Sociology and Anthropology, for work during the summer of 1954 on a Social Research Service Project, and paid from National Institute of Mental Health funds.
7. Cancellation of leave without pay for Bert E. O'Beirne, Assistant Professor of Economics, Mr. O'Beirne has requested this cancellation because of family financial responsibilities.
8. Payment to staff members in the amounts indicated for work in the Counseling Center during the summer of 1954, as follows:
 - a. Paul Bakan, Instructor in Psychology, \$500 from July 26 to September 3
 - b. James M. Elliott, Assistant Professor of Natural Science, \$500 from July 26 to September 3
 - c. Russell F. Fink, Assistant Professor of Social Science, \$1000 from June 21 to September 3,
 - d. Ralph Renwick, Instructor in Communication Skills, \$1000 from June 21 to September 3
 - e. John N. Moore, Assistant Professor of Natural Science, \$1000 from June 21 to September 3
9. Recommendation that the following cooperative arrangement with the North Central Association of Colleges and Secondary Schools be approved:
 - a. Designation of Lewis B. Mayhew as Executive Director of the North Central Liberal Arts Study, with his salary paid one-third by the College and two-thirds from funds furnished by the North Central Association.
 - b. The North Central Association will pay direct to Dr. Mayhew an honorarium of \$1300 for conducting workshops and conferences during the period of the study.
 - c. The headquarters of the Study will be moved to Michigan State College.
 - d. These arrangements are to be effective for three years beginning July 1, 1954.
10. Recommendation from the Retirement Committee for the retirement of Mrs. Margaret M. Nutting, Assistant to the Director of Information Services, at a salary of \$1414 per year, effective October 16, 1954. Mrs. Nutting was born August 1, 1887 and has been a member of the staff since April 1, 1932.
11. Recommendation from the Retirement Committee that the widow of Roy Wilhelm, employee in the Horticulture Department, be paid a year's wages from the date of his death. Mr. Wilhelm had been an employee of the College for almost 27 years at the time of his death.
12. Report of the death of Edna V. Muir, Resident Adviser at Gilchrist Hall, on April 5, 1954. Mrs. Muir was born on July 24, 1894, and had been an employee of the College since September 15, 1939.
13. Payment of the following amounts to salaried employees since the April Board meeting:

Auditorium

Dale Albin	\$ 8
Patricia Blankenship	8
Charles Branz	9
Leon Burhans	8
L. E. Chapman	8
Morton Dunham	8
Helen Evans	28
Floyd Fladseth	8
Helen Greene	35
Shirley A. Hill	24
James Huston	9
Annette Pennington	4
Elmer Peterson	8
Gail Ryder	8
Laurence Searl	8
Juanita Snyder	20
Wayne VanRiper	46
Clella Weissinger	8
Ray Yerkie	8

Continuing Education

R. F. Crawford	\$331.00
J. M. DeHaan	123.75
Joseph Del Porto	413.40
Arthur Drury	360.00
F. B. Dutton	310.00
I. O. Ebert	412.50
J. D. Edwards	330.00
Marten Estey	16.00
D. M. Fullmer	495.00
G. W. Halik	495.00
Fritz Harris	63.75
Alice M. Harrison	247.50
Walker Hill	165.00
Charles Hoffer	245.00
J. M. Hunter	55.20
Ole S. Johnson	247.50
R. T. Kendall	330.00
W. I. Kenerson	269.50
A. H. Leigh	30.00

Continuing Education

Barrett Lyons	\$330.00
W. J. McDowell	247.50
Dalton McFarland	23.20
Earl McIntyre	23.20
Rolla Noonan	22.50
R. L. Paul	495.00
Leonard Rall	52.50
Ralph Renwick	24.00
Max T. Rogers	310.00
Eli Schwartz	247.50
Lorraine V. Shepard	320.40
C. L. Shermer	247.50
Robert Spindler	330.00
Joseph Strelzoff	197.00
H. W. Sundwall	295.00
O. C. Smucker	109.20
Gordon Thomas	25.00
A. L. Thurman	172.00

NEW BUSINESS, continuedMiscellaneous, continued

13. Payments to salaried employees, continued:

Continuing Education

G. J. Aldridge	\$247.50
R. J. Alexander	247.50
J. S. Boyd	262.60
Paul Bagwell	23.20
Gail Blomquist	120.00
Theodore Brevik	299.00
D. E. Butz	277.80
William Callaghan	123.75
D. G. Triponi	412.50
R. L. Vanderslice	577.50
W. G. Warrington	24.00

Engineering

J. T. Anderson	337.37
J. W. Donnell	621.00
C. O. Harris	224.64
R. T. Hinkle	24.57
C. A. Miller	272.50
E. F. Vidro	253.50
D. D. McGrady	20.24

Miscellaneous

Wayne VanRiper	10.00
Raymond Yerkie	16.00
John Blakeslee	18.00
L. E. Chapman	4.00

Television

R. F. Brown	\$ 27.20
Patrick Callihan	35.04
Keith Coakes	14.64
Richard Desautel	30.66
Donald Dombrasusky	47.60
Lester Fishhaut	23.40
R. A. Heuer	17.00
Weldon Johnson	53.65
Lionel Mills	40.04
Carleton Musson	53.56
Robert Pincumbe	30.60
Linn Towsley	102.55
C. W. Williams	28.47
William Broecker	17.52
J. R. Wilson	23.70

Miscellaneous

James Huston	25.00
K. E. Johnson	50.00
Robert Kuhn	6.00
James Cowhig	15.00
Lorraine Demorest	4.00
Helen Evans	4.00
Marian J. Larson	6.00
Dorothy Pung	6.00
John Regan	40.00

Miscellaneous

Carol Lutey	\$ 25.00
Mary C. Manning	49.50
Charles Branz	20.00
G. J. Bush	20.00
L. R. Caswell	50.00
Carl Dollhopf	22.50
J. D. Downes	100.00
Lawrence Frymire	15.00
F. G. Geierhaas	18.00
Ikbai Hannawi	44.58
Giovanna Mlcoch	4.80
Anita Monroe	6.00
Patricia Mulder	4.00
Margaret Nutting	36.00
Eileen Probst	140.00
Gail Ryder	15.00
Lawrence Searl	10.00
Max Smith	200.00
Orrin Taulbee	18.00
C. R. Upham	444.00
Francis M. Sim	86.25
Simon Yasin	37.50

Additional amounts pd to salaried employees

Gift "Boxer" steel stapling machine from Int. Staple & Machine Co.

14. Gift of one "Boxer" steel stapling machine for fastening boxes from the International Staple and Machine Company of Herrin, Illinois, for use in the Forest Products Department. This machine is valued at \$50.

Grants rec'd for Ryukyus Loan Fund

15. The following grants have been received to be credited to the Student Loan Fund for students from the Ryukyus:

- \$1 from the Delta Zeta Chapter of Kappa Delta Pi of Northern Michigan College of Education
- \$10.10 from the Skandia Community Council

\$1500 from Kimberly-Clark Corp.

16. Grant of \$1500 from the Kimberly-Clark Corporation of Neenah, Wisconsin, to be used under the direction of T. D. Stevens in Forestry to provide for a fellowship in forestry to be known as the Kimberly-Clark Fellowship in Forestry.

Several gifts received for scholarship purposes.

17. The following gifts have been received for scholarship purposes:

- \$250 from the Charles Smillie Foundation of Detroit to establish a scholarship for a student in the Industrial Engineering Option, and born in Michigan
- \$635 from the Schaffer Society, Inc., of Schenectady, New York, to provide a scholarship for a student who is presently enrolled.
- \$750 from the Socony-Vacuum Oil Company, Inc., of New York City, to continue a previously established scholarship for a student in Exploration Science.
- \$100 from Asher House Fund, Inc., of Detroit, to provide a scholarship for a student who is enrolled.
- \$800 from the Estate of LaVerne Noyes to continue the LaVerne Noyes Scholarships for descendants of World War I veterans.
- \$150 from Sherman and Mabel Littler Scholarship Fund of Detroit to provide a scholarship for a student who is enrolled.
- \$255 from the Wesleyan Service Guild of Central Methodist Church of Lansing to continue financial assistance for a student who is enrolled.

Cont. memo agreement J.E. Case Co.

18. Renewal of a memorandum of agreement with the J. I. Case Company of Racine, Wisconsin, covering a grant of \$1500 to be used under the direction of A. W. Farrall in Agricultural Engineering to continue a project on baled hay curing tests.

Memo agree Trailmobile and grant of \$2500

19. Approval of a memorandum of agreement with Trailmobile, Inc., of Cincinnati, Ohio, covering a grant of \$2500 to be used under the direction of A. W. Farrall in Agricultural Engineering in a study of practical uses to be made of obsolete trailers for grain storage and other farm structures. The agreement provides for a special graduate research assistant.

Memo agree Farmers & Mfrs. Beet Sugar Assoc. \$3000

20. Renewal of a memorandum of agreement with the Farmers and Manufacturers Beet Sugar Association of Saginaw covering a grant of \$3000 to be used under the direction of A. W. Farrall in Agricultural Engineering in a continuation of studies to further the mechanization of sugar beet production. The agreement provides for a special graduate research assistant.

Memo agree. Presque Isle Elec. Co-op

21. Renewal of a memorandum of agreement with the Presque Isle Electric Co-op, Inc., of Onaway, Michigan, to be used under the direction of A. W. Farrall in Agricultural Engineering in support of the cooperative television project.

May 7, 1954

NEW BUSINESS, continuedMiscellaneous, continued

- \$3000 from
Com. Solvents 22. Renewal of a memorandum of agreement with the Commercial Solvents Corporation of Terre Haute, Indiana, covering a grant of \$3000 to be used under the direction of C. F. Huffman and G. M. Ward in Dairy in a study of the functions of antibiotics in cattle nutrition.
- \$2400 Int.
Min. & Chem. 23. Renewal of a memorandum of agreement with International Minerals and Chemical Corporation of Skokie, Illinois, covering a grant of \$2400 to be used under the direction of R. L. Carolus and H. B. Tukey in Horticulture in research work on absorption and interrelationships of cations in truck crops. A special graduate research assistant may be required.
- \$500 from
Carbide &
Carbon Corp. 24. Approval of a memorandum of agreement with the Carbide and Carbon Corporation of New York City covering a grant of \$500 to be used under the direction of A. E. Mitchell and H. B. Tukey in Horticulture in a project to determine the presence or absence of injury to fruit and leaves of apple and sour cherry trees by the use of glyodin. A special graduate research assistant may be required.
- \$2000 from
Nitrogen Div.
Allied Chem.
& Dye. 25. Approval of a memorandum of agreement with the Nitrogen Division of Allied Chemical and Dye Corporation of New York City covering a grant of \$2000 to be used under the direction of R. L. Cook, L. S. Robertson, and J. R. Guttay in Soil Science in experiments on the effect of urea and nitrogen solutions on the rate of decomposition of carbonaceous organic matter. The agreement provides for a special graduate research assistant.
- \$2000 from
Calumet Div.
Calumet &
Hecla 26. Renewal of a memorandum of agreement with the Calumet Division of Calumet and Hecla, Inc., of Calumet, Michigan, covering a grant of \$2000 to be used under the direction of J. F. Davis in Soil Science for copper studies on organic soils. The agreement provides for a special graduate research assistant.
- \$300 from
Great Lakes
Asphalt &
Petroleum Co. 27. Grant of \$300 from the Great Lakes Asphalt and Petroleum Company of Chicago to be used under the direction of W. I. Kenerson in Civil Engineering to purchase specialized asphalt testing equipment to be the nucleus of a bituminous laboratory.
- Grant of \$200
from American
Cyanamid Co. 28. Grant of \$200 from the American Cyanamid Company, Agricultural Chemical Division, of New York City to be used under the direction of Robert Fulton in Botany to determine fungicidal efficiency of compounds Calcium cyanamid and Sodium cyanamid on the mummyberry disease of blueberries.
- Memo agree.
Rohm & Haas
& grant of
\$100 29. Renewal of a memorandum of agreement with Rohm and Haas of Middleport, New York, covering a grant of \$100 to be used under the direction of M.D. Strong in Botany to test certain fungicides for control of tomato blight and anthracnose.
- \$500 from
Mich. Blue-
berry Growers 30. Grant of \$500 from the Michigan Blueberry Growers Association of South Haven, Michigan, to be used under the direction of Robert Fulton in Botany to study various phases of infection, symptomology and control of blueberry diseases present in Michigan.
- \$16,200 from
Copper & Brass 31. Approval of a memorandum of agreement with the Copper and Brass Research Association of New York City covering a grant of \$16,200 to be used under the direction of L. L. Quill in Chemistry in a study of the corrosion of copper piping. The agreement provides for special graduate research assistants.
- \$3000 from
Inter-Indus.
Highway Safety
Found. 32. Grant of \$3000 from the Inter-Industry Highway Safety Foundation of Michigan of Detroit to be used under the direction of Dean Harden in Continuing Education to underwrite costs relating to a television series on driver education.
- Recl. Cl-St. II
to Sec. Dep II
Ag. Econ. 33. Reclassify a Clerk-Stenographer II to a Secretary-Departmental II position in Agricultural Economics, effective July 1, 1954.
- Recl. Sec-
Dept. I to
Sec-Dept. II
Soils 34. Reclassify a Secretary-Departmental I to a Secretary-Departmental II position in Soil Science, effective July 1, 1954.
- Recl. Engr-
Radio IV
to Engr. Asst.
Ch IVA 35. Reclassify an Engineer-Radio IV to an Engineer-Assistant Chief IVA position at Radio Station WKAR. This position will have a salary range of \$4560 to \$5340.
- Reclassifiy
positions in
Regis. office. 36. Reclassification of the following positions in the Registrar's Office:
a. Two positions in the Assistant, Registrar's Office IIIA Classification to Assistant, Registrar's Office IV, with a salary range of \$4140 to \$4020.
b. Assistant Recorder IIIA to Assistant Recorder IV, with a salary range of \$4140 to \$4920.
- Estab. Food
Sup. IV AB
pos. Union 37. Establishment of a Food Supervisor IV AB position in the Union Cafeteria, with a salary range of \$4320 to \$5100, effective July 1, 1954.
- Recl. Acct. Cl
II to Cl III
Compt. Office 38. Reclassification of an Account Clerk II to a Clerk III position in the Comptroller's Office, effective July 1, 1954.
- \$2500 approp.
for State Fair
exhibit. 39. Appropriation of \$2500 for the construction, display and transportation of a State Fair exhibit on a centennial theme.
- Cont. on-site
sewer work
let to Sablain 40. Recommendation that the contract for the on site sewer work for the new Married Student Housing be awarded to Ray Sablain at an estimated cost of \$3125. Ray Sablain was the low bidder for the off-site sewer work.
- Several jobs
approved for
alterations
and improve-
ments. 41. Recommendation that the following work be done and charged to Alterations and Improvements 1953-54:

NEW BUSINESS, continuedMiscellaneous, continued

41. Alterations and Improvements work:

- a. Supply high pressure steam main from the Power Plant to the Mechanical Laboratory in Olds Hall. The estimated cost is \$6500.
- b. Provide equipment to treat the water in the college reservoir with hydrated lime and silica in order to reduce the carbon dioxide content and reduce the corrosion in the copper piping throughout the campus. The estimated cost is \$5000.
- c. Alterations to rooms 1, 2, 8 and 14, Olds Hall, to provide two new offices and improve two more. The estimated cost is \$2500.
- d. Treat walls and ceiling acoustically the film-viewing room, Information Services, Agricultural Hall. The estimated cost is \$250.
- e. Build a security storage room for examination papers for Dr. Dressel's office under the east stairway of Berkey Hall. The estimated cost is \$600.

Approval
several
alterations
and improve-
ments jobs.

On motion of Mr. Mueller, seconded by Mr. Rouse, it was voted to approve the Miscellaneous Items.

ADDITIONAL ITEMSLeaves

Leaves

Leave of absence with full pay for John C. McKinney, Assistant Professor of Social Science, from April 1, 1955, to September 30, 1955, to co-author a book entitled "Constructive Typology: Theory and Application". Mr. McKinney has been a member of the staff since September 1, 1947.

2. Leave of absence with half pay for C. C. Killingsworth, Professor and Head of the Department of Economics, for one year beginning September 1, 1954, to work on a comprehensive textbook on labor economics. Dr. Killingsworth has been a member of the staff since July 1, 1947.
3. Leave of absence without pay for W. Fletcher Tarr, Instructor in Communication Skills, for one year beginning September 1, 1954, to complete work on his doctorate at the University of Denver.

Resignations

Resignations

1. Resignation of Clifford M. Hardin, as Dean of Agriculture, to become Chancellor of the University of Nebraska July 1, 1954.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to accept the resignation of Dean Hardin as Dean of Agriculture and authorized an appropriate resolution be prepared thanking him for his services to the institution and wishing him the best of success in his new position.

Appointments

Appointments

1. Appointment of Kenneth Albin Swanson as Assistant County Agricultural Agent at Large at a salary of \$5000 per year on a 12-month basis, effective July 1, 1954, and paid one-half from Smith-Lever and one-half from State Offset funds. This is a new position.
2. Appointment of Boyd Clyde Wiggins as Assistant County Agricultural Agent at Large at a salary of \$5000 per year on a 12-month basis, effective June 16, 1954, and paid one-half from Smith-Lever and one-half from State Offset funds. This is a new position.
3. Appointment of James T. Bonnen as Assistant Professor (Research) of Agricultural Economics at a salary of \$5800 per year on a 12-month basis, effective September 1, 1954. This is a new position paid from Experiment Station funds.
4. Reappointment of Agnes Lenore Jones as Instructor (Research) in Horticulture at a salary of \$325 per month, effective from October 1, 1954, to June 30, 1955, and paid from the American Cancer Society grant.
5. Reappointment of Virginia Rae Phelps as Consultant in Horticulture at a salary of \$100 per month, effective from September 1, 1954, to June 30, 1955, and paid from the American Cancer Society grant.
6. Appointment of Myrtle Reul as Instructor in Social Work at a salary of \$3800 per year on a 10-month basis, effective September 1, 1954.
7. Appointment of Dorothy Davey as Assistant Teacher Trainer in Vocational Education and Home Economics at a salary of \$1890 for the period from September 16, 1954, to June 15, 1955, and paid from Vocational Teacher Training funds. She will replace Verna Juska.
8. Appointment of Helen Funk as Assistant Teacher Trainer in Vocational Education and Home Economics at a salary of \$1890 for the period from September 16, 1954, to June 15, 1955, and paid from Vocational Teacher Training funds. This position was unfilled the past year.
9. Appointment of Lewin Goff as Assistant Professor of Speech at a salary of \$5700 per year on a 10-month basis, effective September 1, 1954, to replace Harold Niven, resigned.

ADDITIONAL ITEMS, continuedAppointments, continued

Appointments

10. The following appointments are recommended for the 6-week summer session staff from June 23 to July 30, 1954:
- Gertrude E. Montgomery, Instructor in Educational and Community Services, at a salary of \$700.
 - Fred Weber, Professor of Music, at a salary of \$1100.
 - William Dominik, Instructor in Music, at a salary of \$700.
11. The following appointments are recommended for the 9-week summer session staff from June 23 to August 20, 1954:
- Robert L. Braithwaite, Instructor in Civil Engineering, at a salary of \$1050.
 - Jerry Cowen, Assistant Professor of Physics and Astronomy, at a salary of \$1200.
12. Transfer of Thomas K. Cowden from Professor and Head of the Department of Agricultural Economics to Dean of Agriculture, to succeed Dean Hardin, at a salary of \$15,000 per year, effective July 1, 1954.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the appointment of Dr. Cowden as Dean of Agriculture.

Miscellaneous

A.A. Applegate to be continued for another year.

1. Recommendation that A. A. Applegate be continued in his present capacity as Professor and Head of the Department of Journalism for an indefinite period but not more than one year. His retirement furlough will be dated for one year from the end of the extended period of service.

Report S.H. Nulle did not take leave granted.

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

Ch. status E.A. Hiedemann

3. Change in status of Egon A. Hiedemann from Professor and Head of the Department of Physics and Astronomy to Professor (Research) of Physics and Astronomy, effective July 1, 1954.

\$1200 paid Roy Clifford

4. Payment of \$1200 to Roy Clifford, temporary Assistant Professor of Sociology and Anthropology, for work during the summer of 1954 on a research project financed by the Carnegie Grant to Area Research Center.

Howard S. Worthington to be housed in Club Dept.

5. Report to the Board that the 4-H Club Foundation of Michigan has employed Howard S. Worthington as its Director. He will be officed in the 4-H Club Department, but his compensation will be entirely provided by the Foundation.

Agency acct. established with 4-H Club Foundation.

6. Authorization for the establishment of an agency account with the 4-H Club Foundation of Michigan with the understanding that the Foundation will turn over funds required from time to time to maintain an adequate balance to take care of traveling expenses and other costs in connection with the employment of Mr. Worthington who is to be paid entirely with their funds.

Additional payments approved salaried employeeed

7. Payment of the following additional amounts to salaried employees:

<u>Auditorium</u>		<u>Continuing Education</u>		<u>Athletic</u>	
Dale Albin	\$15	Roy Alexander	\$136.00	John Allwood	\$ 48.00
E. P. Blankenship	14	J. M. Apple	183.20	John Conlon	10.50
Charles Branz	24	C. H. Clark	90.00	Arnold Form	30.00
Leon Burhans	15	Charles Cunningham	22.50	James Garrison	36.00
L. E. Chapman	14	Fritz Harris	26.25	Walter Gessert	48.00
Lorraine Demorest	6	John Hoagland	26.25	Benjamin Hickok	30.00
Morton Dunham	10	Forrest Huddleson	22.50	Paul Hirschberg	6.00
Helen Evans	19	Charles Irvin	15.00	Myron Miller	93.00
Floyd Fladseth	15	Walter Johnson	22.50	J. N. Moore	30.00
Helen Greene	20	W. N. Mack	22.50	S. H. Nulle	18.00
Shirley A. Hill	17	W. L. Mallmann	22.50	Fremont Shull	27.00
James Huston	24	C. H. Pesterfield	52.50	Everett Snyder	18.00
Annette Pennington	6	Rowland Pierson	22.60	Karl F. Thompson	30.00
Elmer Peterson	18	Kerstin H. Radabaugh	60.00	Dana Woodbridge	30.00
Gail Ryder	19	Leonard Rall	52.50	<u>Engineering</u>	
Laurence Searl	18	Rollin Simonds	52.50	James T. Anderson	56.70
Juanita Snyder	16	David A. Smith	168.40	J. W. Donnell	81.00
Wayne VanRiper	40	Edwin G. Spacie	131.50	C. O. Harris	112.32
Clella Weissinger	14	Robert Starring	15.00	L. H. Sharpe	45.00
Ray Yerkie	11	Phillip Thorson	56.25	E. F. Vidro	46.80
		Byron VanRoekel	542.00	<u>Miscellaneous</u>	
<u>Miscellaneous</u>		<u>Miscellaneous</u>		<u>Miscellaneous</u>	
John Blakeslee	12.00	K. Eustace Johnson	20.00	John F. Regan	40.00
Charles Branz	6.00	Robert Kuhn	12.00	Kenneth Richards	70.00
Carl Dollhopf	16.00	Carol Lutey	12.50	Lucille VanAlten	11.50
Ikbah Hannawi	15.19	F. B. Martin	125.00	Wayne VanRiper	6.00
Betty J. Herrick	24.00	Naaman N. Nakfoor	25.00	E. F. Vidro	4.00
Judith Herrick	4.50	Margaret Nutting	24.00	F. J. Weber	19.00
James Huston	6.00				

ADDITIONAL ITEMS, continuedMiscellaneous, continued

8. The following grants have been received to be used for scholarship purposes:

- a. \$1200 from the Eitel Scholarship Fund of Chicago. An annual award of \$300 is to be granted to a student residing in the Chicago area and enrolled in the Hotel Management program at Michigan State College, and is to be granted on recommendation of the Director of the Division of Hotel, Restaurant, and General Institutional Management and the Director of Scholarships, on the basis of financial need, academic standing, and proven interest in the hotel industry.
- b. \$750 from the Magnolia Petroleum Company of Dallas, Texas, to provide a scholarship for a senior student in geology under the direction of Professor Bergquist for the year 1954-55.
- c. Grant of \$500 from Federated Garden Clubs of Michigan to be used in the Department of Horticulture for a Horticulture Therapy Scholarship.

Several grants accepted for scholarships.

\$40 from Margaret Ohlson

Memo agree. Saginaw Co. Hosp. with F & N Dept.

Memo agree John Bean and grant of \$970

Memo agree Nat. Dairy and grant of \$8050

\$400 from Thumb Creamery

Cont. memo agreement Bowman Feed Products and grant \$500

Memo agree Dept. of Conservation

\$600 from R.T. Vanderbilt.

\$1925 from Park, Davis & Co.

\$1765 from Am. Viscose Corp.

Add. approp. \$1000 for Physics.

Estab. Lands. Engr.

Recommendation Personnel Dir. re: hiring visiting nurse.

Approval increase in wage rate for student employees.

9. Grant of \$40 from Margaret A. Ohlson, Head of the Department of Foods and Nutrition to be used under her direction for the purchase of equipment for that department. This is payment received by Dr. Ohlson for filling speaking engagements.
10. Approval of a memorandum of agreement with the Saginaw County Hospital covering studies to be made by the Foods and Nutrition Department of the College and the Nutrition Section of the Michigan Department of Health of the nutritional treatment of the tuberculous patient both in the sanatorium and after discharge. This project is supported by the Mott Foundation, and there are no financial transactions on the part of the College.
11. Approval of a memorandum of agreement with the John Bean Division of the Food Machinery and Chemical Corporation of Lansing covering a grant of \$970 to be used under the direction of A. W. Farrall in Agricultural Engineering to develop and perfect an apparatus which will electronically determine the amount and distribution of spray material deposited on vegetation by air spraying.
12. Renewal of a memorandum of agreement with The National Dairy Council on behalf of the American Dairy Association of Chicago covering a grant of \$8050 to be used under the direction of Earl Weaver in Dairy in a study of the nutritive values of crops and cows' milk as affected by soil fertility.
13. Grant of \$400 from the Thumb Creamery Owner and Operator Association of Deckerville, Michigan, to be used under the direction of P. S. Lucas in Dairy to carry on research in the interest of the dairy industry.
14. Renewal of a memorandum of agreement with Bowman Feed Products, Inc., of Holland, Michigan, covering a grant of \$500 to be used under the direction of P. J. Schaible in Poultry Husbandry to determine the value of certain xanthophylls concentrates to improve the pigmentation of broilers and egg yolks.
15. Approval of a memorandum of agreement with the Michigan Department of Conservation covering a project under the direction of the Soil Science Department. The Conservation Department will furnish an area of land not to exceed one-half acre at the Rose Lake Experiment Station for a period not to exceed 10 years.
16. Grant of \$600 from the R. T. Vanderbilt Company of New York City to be used under the direction of M. C. Strong in Botany to finance tests of fungicides for control of tomato diseases.
17. Grant of \$1925 from Park, Davis and Company of Detroit to be used under the direction of L. L. Quill in Chemistry to finance a fellowship for an outstanding graduate student in the field of Organic Chemistry.
18. Grant of \$1765 from the American Viscose Corporation of Philadelphia to be used under the direction of L. L. Quill in Chemistry to finance a fellowship for an outstanding graduate student on an intermediate level in the field of chemistry.
19. Supplemental appropriation of \$1000 for the supplies and services budget of the Department of Physics and Astronomy.
20. Establishment of a Landscape Engineer IVA classification with a salary range of \$4560 to \$5340 per year, effective July 1, 1954. This is a transfer of a position from the labor payroll.
21. Mr. Glander, Director of Personnel, has called attention to the large amount of sick leave taken each year by classified employees. Mr. Glander recommends hiring a visiting nurse to check cases of sick leave and offer aid to employees who are actually sick. The usual experience of large employers is that a visiting nurse who checks sick leaves has a very salutary effect on the amount of leaves taken.
22. Mr. May and Mr. Foster recommend an increase in the wage rate for student employees from 80 cents to 85 cents per hour, to be effective at the beginning of fall term 1954. This will increase the cost of operating our dormitories substantially--actually \$757 per school year for those living in dormitories. No change in the dormitory rate is recommended at this time.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

Approval new pay scales for classified and labor employees.

23. Recommended new pay scales for all classified and labor employees, effective with the payroll beginning nearest July 1, 1954.

Labor employees

\$1.81 per hour, or less	4 cents per hour increase
1.82 to \$2.25 per hour	5 cents per hour increase
2.26 to \$2.75 per hour	6 cents per hour increase

Classified employees

\$305 per month, or less	\$5 per month increase
\$305 to \$475 per month	10 per month increase
\$475 to \$590 per month	15 per month increase

This plan approximates 2 1/2 per cent increase.

Inc. pay for graduate assistants.

24. Recommendation for an increase in pay for graduate assistants of \$100 per year, effective with the fall term 1954. The new pay rates for 9 months of service will be as follows:

Graduate students with Bachelor's degree:

Teaching Assistant	\$1300
Research Assistant	1100

Graduate students with Master's degree:

Teaching Assistant	1500
Research Assistant	1300

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

Add. approp. \$650 for Audio-Visual

25. Supplemental appropriation of \$650 for the Audio-Visual Department to cover the cost of the salary of one of their employees.

Outdoor track field to be named "Ralph H. Young Field"

26. It is recommended by the Athletic Council that the outdoor track and field be named "Ralph H. Young Field". This item was approved by all members of the Board in an informal poll.

Carpets & furn. to be pur. for 1 Stu. Apt. Bldg.

27. Recommendation from Mr. May and Mr. Foster that the Board authorize the purchase of necessary carpets and furniture for the one unfurnished Married Student Apartment building to facilitate management, with the understanding that the cost will be charged to the Reserve for Expansion of Auxiliary Facilities.

Hall electric awarded bid for elec. dist. system

28. Bids for the electrical distribution system to the Married Student Apartments have been received as follows:

Hall Electric Company	\$47,487
Barker Fowler	47,493
Lansing Electric Motors	52,467
Hatzel Buehler	53,000

Certain changes can be made which would reduce the cost \$6560, making the low bid \$40,927. It is recommended that the low bid of Hall Electric Company be accepted.

Authorization to let contract for extension of steam line to Married Stu. Housing.

29. Bids for the extension of the steam line to the Married Student Housing will be received prior to the next Board meeting. If the bids are within the original estimates, it is desirable that the Board authorize letting a contract to the low bidder so that the work can be undertaken.

Rudy Lange awarded contract for concrete work for walks, curbs, gutters at site of new dorm.

30. Bids have been received as follows for concrete work for walks, curbs, and gutters at the site of the new men's dormitories on Michigan Avenue and Harrison Road:

Rudy Lange Construction Company	\$25,640
Clark Construction Company	27,235
Vandenburg Construction Company	27,633
The Christman Company	40,645

It is recommended that the contract be let to the low bidder, Rudy Lange Construction Company, in the amount of \$25,640 with a high grade aggregate concrete.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve all the Additional Items from items 25 through 30.

Officers authorized to prepare budget for 1954-55

31. Discussion of the preparation of a budget for 1954-55. It is estimated that the total available funds will be approximately \$17,558,510, itemized as follows:

Student Fees	\$ 3,056,250
State Appropriation	13,729,700
Morrill-Nelson	133,560
Other Income:	
Departmental Receipts	440,000
Vocational Education Reimbursements	125,000
Land-Grant Interest	<u>74,000</u>

Total \$17,558,510

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to authorize the officers to prepare a budget for the next fiscal year based on this anticipated income for consideration at the next Board meeting.

SPECIAL MISCELLANEOUS

1. Recommendation that the low bid of M. Vermeersch for the installation of water mains for the Married Student Apartments in the amount of \$10,232.15 be accepted. Following is a tabulation of the bids:

M. Vermeersch	\$10,232.15
Angell Construction Company	11,473.55
United Piping & Erecting Company	15,860.00

The low bid is about \$1200 less than the estimated cost set up in the budget.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to let the contract to the low bidder, M. Vermeersch.

2. Recommendation for the purchase of the Rennert farm of 40 acres located on Cavanaugh Road at a cost of \$38,000.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the purchase of the Rennert Farm.

3. Recommendation for the continuation of the allocation of the \$10 out-of-state fee to repayment of the 1950 pension loan up to and including the fiscal year ending June 30, 1958.

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

4. Recommendations relating to the structure of the School of Education:

1. Effective July 1, 1954, the following departments to be established in the School of Education:

1. Department of Foundations of Education
 2. Department of Administrative and Educational Services
 3. Department of Teacher Education
 4. Department of Vocational Education
 5. Department of Health, Physical Education and Recreation
- It is assumed that service courses, intra-murals and inter-collegiate athletics will be assigned to agencies other than to the School of Education.

II. That these departments have no formally organized sub-divisions or sections. Each department will have several curricular areas. Each department may develop, subject to the approval of the dean, an informal organization to take care of its operations.

III. If the entire institution should develop a strong divisional organization (with divisional budgets), it is assumed that these departments in the School of Education will be designated as Divisions.

IV. That there be 2 Assistants to the Dean; one of these individuals to help with student affairs and the other to serve as an administrative assistant.

V. That there be established July 1, 1954, a Bureau of Research and Service, this Bureau to direct the research, field work, and publications programs of the School of Education. It will also serve as liaison agent between the School of Education and the Cooperative Extension Service, Continuing Education, and other Michigan State College agencies.

On motion of Miss Jones, seconded by Mr. Brody, it was voted to approve the above recommendations regarding the School of Education, with the understanding that an additional group of recommendations involving certain cooperative arrangements with other schools involved in the training of teachers will be presented at the next Board meeting.

5. The East Lansing City Council at its meeting on May 3 approved the awarding of a contract for the new firestation to Hugh J. Carpenter & Sons at a total cost of \$110,313, subject to the approval of the State Board of Agriculture. We have available \$99,683 from a former appropriation for the elimination of fire hazards. It is recommended that the Board instruct Mr. May and Mr. McDonel to work out an arrangement with the City of East Lansing dividing the cost above the amount of money available equally between the City of East Lansing and the College, with the College portion to be charged to the Student Housing Account as the new facility will provide much needed fire protection for that area.

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

Contract
Water Mains
let to M.
Vermeersch

Approval purchase Rennert Farm at \$3800

Allocation of \$10 out-of-state fee to repayment of 1950 pension loan.

Approval of recommendations re: structure of School of Education.

Hugh Carpenter awarded contract for fire station at \$110,313.

May 7, 1954

Approval contract with Colombia - 2 agric. schools at Medellin and Palmira.

Mr. May presented sketches of proposed office bldg to house fed agencies.

Mr. May to enter tentative bid re: housing U.S.D.A agencies on campus.

SPECIAL MISCELLANEOUS, continued

6. The President presented a contract proposed by the Universidad Nacional De Colombia, Bogata, Colombia, covering a cooperative program at the two agricultural schools at Medellin and Palmira, for a two-year period from May 30, 1954 through June 30, 1956.

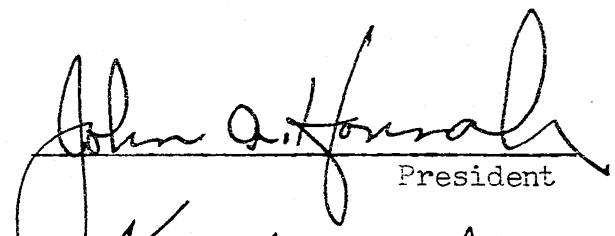
On motion of Miss Jones, seconded by Mr. Brody, it was voted to approve the above-mentioned contract.

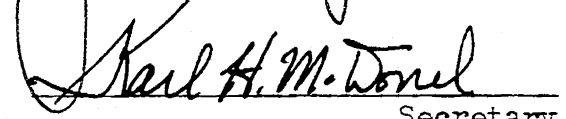
7. Mr. May presented some sketches prepared by Ralph Calder for the proposed office building to house agencies of the U.S.D.A. It had been suggested that the Board might be interested in investing trust funds in this structure with the cost of building and interest being taken care of out of revenue.

After considerable discussion, it was agreed that Mr. May should enter a tentative bid based on a rental sufficient to cover amortization and other costs with the understanding that the lease agreement would run for ten years. If such an arrangement is precluded by federal legislation, it is understood that Mr. May will bring back to the Board any counter proposal that seems to offer adequate assurance that will protect any investment made by the Board.

The meeting adjourned at 12:00 noon.

The next meeting will be held Friday, June 11, 1954.


President


Secretary