

Minutes of the Meeting
of the
State Board of Agriculture
December 18, 1941

1777

Present: Mr. Berkey (Chairman); Messrs. Akers, Brody, Jakway, McPherson; Mrs. Masselink; President Hannah; Treasurer Wilkins; and Secretary McDonel.

Absent: Dr. Elliott

The meeting was called to order at 10:15 A.M.

Ratification of the minutes of the meeting of the State Board of Agriculture November 22nd at which there was not a quorum present.

On motion of Mr. McPherson, seconded by Mrs. Masselink, it was voted to approve the action taken at the November 22nd Board meeting.

PRESIDENT'S REPORT

Travel
M.M. Williams

1. Full expenses of \$31.91 for Malcolm M. Williams of Binghamton, New York, who was asked to come to East Lansing for a personal interview for a position in the Department of Drawing and Design.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve the President's Report.

RESIGNATIONS

Resignations

1. Resignation of Mabel R. Smith as Home Demonstration Agent in Oakland County, effective December 31, 1941. Miss Smith has accepted a position with the National Committee of Boys and Girls Club Work.
2. Resignation of Gail Charles Blomquist as instructor in Civil Engineering, effective December 31, 1941. Mr. Blomquist is a reserve officer and has been called to report for Army duty.
3. Resignation of Clara Schmidt as Clerk at the College Creamery, effective January 15, 1942. Miss Schmidt is planning to take up "home secretaryship".
4. Resignation of Donald B. Agnew as half-time graduate assistant in Farm Management. Mr. Agnew was appointed for 1941-42 but could not accept because he was not released from the Army.
5. Resignation of John S. McAnally as graduate fellow in Chemistry, effective December 31, 1941. Mr. McAnally has enlisted in the Navy.
6. Resignation of Calvin E. Pederson as half-time graduate assistant in Entomology, effective as of October 31, 1941. Mr. Pederson has a commission in the Navy.
7. Resignation of O. M. Neal as half-time graduate assistant in Horticulture, effective December 31, 1941. Mr. Neal has accepted a full-time position at the University of West Virginia.

On motion of Mr. Brody, seconded by Mr. Jakway, it was voted to approve the Resignations.

LEAVES

Leaves

1. Leave of absence with full pay for G. W. Hobbs, Professor of Mechanical Engineering, for three months beginning January 1, 1942. Professor Hobbs is requesting this leave of absence for health reasons.
2. Leave of absence with full pay for Fred Patton, Associate Professor of Music, for three months beginning January 1, 1942. Mr. Patton is requesting this leave for health reasons.
3. Continuation of leave of absence for Dale Pattengill for one year. Mr. Pattengill has been reassigned for continuous duty in the U. S. Army until December 1942.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve the Leaves.

APPOINTMENTS

Appointments

1. Appointment of Miss Josephine Maust as clerk in the College Creamery at a salary of \$1560 per year, effective January 16, 1942. Miss Maust will replace Clara Schmidt (salary \$1320) who has resigned.
2. Appointment of Miss Mary Woodward as Home Demonstration Agent for Oakland County at a salary of \$1800 per year on a permanent 12-month basis, effective January 1, 1942. Miss Woodward has been a clerk in the Extension Office since 1933. She will replace Mabel R. Smith (salary \$2200) who has resigned.

APPOINTMENTS

- Appointments
3. Transfer of Miss Helen Stophlet from stenographer to clerk in the Extension Office with a salary increase from \$1200 to \$1300 per year, effective January 1, 1942. Miss Stophlet will replace Miss Woodward whose salary was \$1700.
 4. Appointment of Miss Ortelle Greenwald as clerk in the Extension Office at a salary of \$1200 per year, effective December 1, 1941. Miss Greenwald is being transferred from Central Stenographic Office and will replace Helen Stophlet.
 5. Appointment of Mrs. Alice Hertzler Bartlett as Assistant Specialist in Nutrition at a salary of \$175 per month for three months beginning January 1, 1942. Mrs. Bartlett will assist Miss Roberta Hershey who has not been well.
 6. Transfer of Miss Mary Jones from her position as Home Demonstration Agent in Kalkaska, Missaukee, and Roscommon Counties to Home Demonstration Agent in Hillsdale County at the same salary of \$2000 per year, effective January 1, 1942. This is a new position included in the budget for 1941-42.
 7. Appointment of Miss Leona Fisher as Home Demonstration Agent for Missaukee, Kalkaska, and Roscommon Counties at a salary of \$1800 per year on a permanent 12-month basis, effective January 1, 1942.
 8. Appointment of Mrs. Mildred P. Bergeson as stenographer for the Women's Dormitories at a salary of \$1320 per year for full time work on a permanent 12-month basis, effective November 17, 1941. This is a new position.
 9. Appointment of Wilbur Eugene Libby as Coordinator of the Defense Training Courses in the Engineering Division at a salary of \$3600 per year on a permanent 12-month basis, effective December 1, 1941. This is a new position. The salary will be paid from federal funds.
 10. Appointment of Malcolm M. Williams as Instructor in Drawing and Design at a salary of \$2200 per year on a permanent 9-month basis, effective January 1, 1942. Mr. Williams will replace R. L. Champion (salary \$2200) who has resigned.
 11. Appointment of Joseph A. Strelzoff as Instructor in Electrical Engineering at a salary of \$2500 per year for six months beginning January 1, 1942. Mr. Strelzoff will replace Robert Gibson (salary \$2400).
 12. Miss Etheldreda Jones, Instructor in Home Management and Child Development, plans to be married within a few days. Her appointment is for one year only. It is recommended that for the balance of the year beginning January 1, 1942, that she be placed on a two-thirds time basis and receive two-thirds of her salary which is \$756.
 13. Recommendation that Miss Evelyn Zwemer, who has been granted leave of absence beginning March 1, 1942, remain on the payroll for spring term at a total salary of \$492. Miss Zwemer will live in the practice house for winter and spring terms and will do part-time research. She will carry part of the work of Miss Jones.
 14. Appointment of Carl H. Gross as Instructor in Education at a salary of \$500 for half-time work for the period from January 5 to March 21, 1942. The College will be reimbursed in full by the Kellogg Foundation. This is a temporary appointment to relieve Professor Hill of teaching duties so that he may supervise student teaching in our training centers in Barry County.
 15. Appointment of Jesse W. Smith as half-time undergraduate assistant in Animal Pathology at a salary of \$60 per month for six months beginning January 1, 1942. Mr. Smith will replace G. L. H. Weaver who was a graduate assistant.
 16. Appointment of Wilbur Gould as half-time graduate assistant in Horticulture to replace Oliver M. Neal, effective January 1, 1942. This assistantship is paid from Rackham Research Foundation funds.
 17. Appointment of Keith Leasure as half-time graduate assistant in Farm Crops to replace Ralph Bruse, effective February 1, 1942.
 18. Appointment of Gerald V. Kingsley as graduate fellow in Chemistry at a salary of \$50 per month, effective January 1, 1942. Mr. Kingsley will replace John S. McAnally. The fellowship is paid from funds of the Parke Davis and Company.
 19. Appointment of L. Carroll King as graduate fellow in Chemistry at a salary of \$80 per month, effective December 1, 1941. This is a new fellowship established by the Upjohn Foundation.
 20. The following recommendations are made for graduate assistantships in Chemistry for the winter and spring terms of 1942:
 - a. Transfer of William H. Martin from half-time to quarter-time
 - b. Appointment of Miss Marjorie Jean Leshner as half-time graduate assistant to fill the quarter-time assistantships left vacant by Mr. Kingsley and Mr. Martin.
 - c. Appointment of Oliver J. Lien as half-time graduate assistant to replace L. Carroll King.

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

Travel

TRAVEL

1. Mileage on one car and maintenance expenses for C. W. Bachman and A. P. Kawal to attend the Crane High School football banquet in Chicago on December 17 and to interview prospective students in the Chicago area on December 18 and 19.

TRAVEL

2. Full expenses for one member of the Music Department to attend the annual meeting of the National Association of Schools of Music in Minneapolis on December 27 and 28. Travel
3. First-class railway fare only for Frank Mannheimer to give a lecture recital before the Music Teachers National Association in Minneapolis on December 27-30
4. First-class railway fare only for one member of the Farm Management Department to attend the annual meeting of the American Farm Economics Association in New York City on December 27-30.
5. Mileage on one car for members of the Economics Department to attend the meetings of the American Economic Association, the American Accounting Association, the American Statistical Association, and the American Farm Economic Association in New York City on December 27-30.
6. First-class railway fare only for E. E. Blanche to attend the joint meeting of two statistical organizations in New York City on December 27-30.
7. First-class railway fare only for William Combs to attend the meeting of the American Political Science Association in New York City on December 27-30.
8. Mileage on three cars for 14 members of the English and Foreign Language Departments to attend the meeting of the Modern Language Association in Indianapolis on December 28-31.
9. First-class railway fare only for L. H. Geil to present a paper at the meeting of the American Business Writing Association in Chicago on December 29-30.
10. First-class railway fare only for A. A. Applegate to attend the joint meeting of the American Association of Departments of Journalism and the Association of Teachers of Journalism in Des Moines, Iowa, on December 29-30.
11. Mileage on one car for six members of the History Department to attend the meeting of the American Historical Association in Chicago on December 29-31.
12. Allowance of \$24.68 for E. C. Prophet to attend the meetings of the Association of American Geographers in New York City on December 29-31.
13. Allowance of \$27.45 for S. G. Bergquist to attend a meeting of the Geological Society of America in Boston on December 29-31.
14. Mileage on one car for A. J. Clark and D. T. Ewing to attend the Sixth Annual Symposium in Inorganic and Physical Chemistry in Columbus, Ohio, on December 29-31.
15. The meetings of the American Association for the Advancement of Science are to be held in Dallas, Texas, on December 29-31. The following requests for travel have been made:
 - a. Full expenses for V. R. Gardner to attend the meetings and to interview possible candidates for the position left vacant by H. L. Seaton.
 - b. Mileage on one car for H. R. Hunt, and R. A. Fennell to attend the meetings. If Donald Cation accompanies them, mileage will be charged two-thirds to the Zoology Department and one-third to the Experiment Station.
 - c. Mileage on one car for three members of the Botany Department.
16. Full expenses for J. J. Garrison to go to New York City during the Christmas holiday to select slides and prints for classroom use and for the Union; one-half expenses to be paid by the Art Department and one-half by the Union.
17. Full expenses for Dean L. C. Emmons to attend the meeting of the Association of American Colleges in Baltimore, Maryland, on January 2.
18. Maintenance expenses only for Dean F. T. Mitchell to attend a meeting of the Cooperative College Study in Chicago on January 13-17. Travel expenses will be paid by the Cooperative Study.
19. Full expenses for R. V. Gunn, H. A. Berg, and Julia Pond to represent Michigan State College at the National Outlook Conference in Washington, D. C., on January 14-17.
20. Full expenses of approximately \$105 for G. P. Deyoe to go to University of Illinois on January 18-23, to the University of Chicago on January 24-30, and to Ohio State University on February 2-14. This is in connection with his fellowship under the Teacher Education study and has been provided for in the budget.
21. Full expenses for H. C. Moore to go to Wharton, Texas, sometime between January 15 and January 25 to plant the winter test plots of Michigan certified seed potatoes; expenses to be paid from funds of the Michigan Crop Improvement Association. In the event that it is desirable for Dr. H. J. Muncie to accompany Mr. Moore, mileage on one car and maintenance expenses for both are authorized.
22. First-class railway fare and maintenance expenses for one person from the Liberal Arts Division to attend an inter-college committee meeting in connection with the cooperative college study in Chicago early in January.

TRAVEL, continued

Travel

23. Full expenses for W. L. Mallmann to meet with the Committee of the American Institute of Poultry Industries in Chicago in January; expenses to be charged to the Poultry Products Research Fund.
24. First-class railway mileage only for Glen O. Stewart to attend the annual Regional Conference of District Five of the American Alumni Council in Chicago, January 9 and 10.

On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to approve the Travel items.

MISCELLANEOUS

Degrees
granted to
students
who finished
fall term 1941

- 1 Approval of granting degrees to those students who will have completed the requirements for graduation according to the Registrar's records at the close of the fall term of 1941 as follows:

DIVISION OF AGRICULTURE

Degree:
Bachelor of Science
in
Agriculture

Garrell Arthur Adler
Richard W. Christian
Donald Robert Johnson

*William John Vondrasek

Olen Robert Wanty
Curtis Charles Weaver
Thomas John Woods

Degree:
Bachelor of Science
in Forestry

Ernest Hofer

William Lee Tait

DIVISION OF ENGINEERING

Degree:
Bachelor of Science
in
Chemical Engineering

Frederick Fletcher Dietsch
Austin Elbert Dwight

Edward Arthur Kerschen

Gustav Frederick Rademacher
Gordon Arnold Solberg

Degree:
Bachelor of Science
in
Civil Engineering

Edward Cass Fletcher

Vance Vernon Hill, Jr.

Toivo Benhard Pulkinen

Degree:
Bachelor of Science
in
Electrical Engineering

Maurice Weeks Bolster

Dean Leroy Knight

Degree:
Bachelor of Science
in
Mechanical Engineering

Olin Arthur Kelly

Wilfred Cantrell Maxey
Martin Leo Saper

Allan Orie Stellingworth

DIVISION OF HOME ECONOMICS

Degree:
Bachelor of Science
in
Home Economics

Pearl Annette Wnek Dahlgren
Eleanor Jessamae Buttweiler
Helen Esther Hibbard

Edith Agnethe Holden
Maxine Alice MacIver
Mary Martha Scott
Leona Evelyn Seyfred

Mary Gertrude Skidmore
Jean Comfort Taylor
Carolyn Estelle Ward

MISCELLANEOUS

1. Degrees granted, continued:

DIVISION OF VETERINARY SCIENCE

Degree:

Doctor of Veterinary Science

William Austin Rader, Jr.

Degree:

Bachelor of Science
in
Medical Biology

*Louise Boordetsky

DIVISION OF APPLIED SCIENCE

Degree:

Bachelor of Science
in
Applied Science*Edward Frank Bloom
*Gideon Raymond Cook
William Curtis Ford
Raymond Arthur FriendRobert Kamrath
Oliver Gordon Lien, Jr.
Howard Charles Malpass
Melvin Paul Nelson
*Robert T. Scholes*Thomas Cecil Spence
*Dale Wallington
Richard Hancorne Washburn
Earl Junior Winters

Degree:

Bachelor of Science
in
Physical Education

Charles L. Carey

Katherine Anne Duthie
Frank Joseph Karas

Kurt Edward Mader

DIVISION OF LIBERAL ARTS

Degree:

Bachelor of Arts

Harvey Albert Johnson
Lawrence Paul Marvin
Lucile Lebet Jennings, as
of March 24, 1939Ruth Elizabeth Preston
Mary Celeste Rees
Barbara Geraldine StoppertJames Marshall Tagg
Gladnil Bernell Williams

Degree:

Bachelor of Arts
in
Business AdministrationEdwin Shaw Atkins
Greyson DeV Vaughan Baldwin
John BudinskiWayne Wilson Croxton
Albert Wonzer Holcomb
Jack Rabidue HislopThomas Metz Kent
Richard James Lilley
Leon Chadwick Wise

Degree:

Bachelor of Music
in
Public School Music

Coleta Carolyn Converse

Degree:

Bachelor of Arts
in
Hotel Administration

George Davidson Bedell

Roy Stoll Mallmann

Jack Edward Roosa

ADVANCED DEGREES

Master of Arts

William Clyde Bannister

Howard Richard Sommer

Dorothy Hopson Wells

Master of Science

Gail Charles Blomquist
John Hamilton Coleman

Richard Alden Giles

Evan Paul Roberts
Marvin Homer Ruster

Doctor of Philosophy

Thomas Duvall Nunheimer - - - - - Bacteriology
Clair Smith Waltman - - - - - HorticultureDegrees
granted
End fall
term 1941

MISCELLANEOUS, continued

Retirement
Prof. Scheele
Dr. Chandler
and Prof.
Grantham

2. The Retirement Committee makes the following recommendations:

- a. Leave of absence on half pay for A. G. Scheele, Head of the Art Department, from January 1, 1942, to September 1, 1942; and that he be granted retirement disability effective September 1, 1942, at an annual pension of \$1032. Professor Scheele has been employed by the College since September 1, 1918:
- b. Retirement of Dr. W. L. Chandler, Assistant Professor and Research Associate in Bacteriology, at an annual pension of \$816, effective January 1, 1942. Dr. Chandler has been in ill health for over a year. He has been employed by the College since July 1918.
- c. Retirement of G. M. Grantham, Associate Professor and Research Associate in Soils, at an annual pension of \$980 per year, effective January 1, 1942. Professor Grantham's health is poor.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve items 1 and 2.

Correction
salary Perry
Bowser

3. Dean Anthony recommends a correction in the salary of Perry Bowser from \$1500 to \$2000 per year for the period from October 20 to December 31, 1941.

Correction
salary Andrew
L. Olson.

4. Dean Anthony recommends a correction in the salary of Andrew L. Olson, District Club Agent, from \$2000 to \$2100 per year, effective as of November 1, 1941.

Correction in
title Watson
E. Fowle

5. Dean Emmons recommends a correction in title for Watson E. Fowle from Supervising Teacher in Vocational Agriculture to Assistant Professor of Education and Supervising Teacher of Vocational Agriculture, effective as of September 1, 1941.

College to pay
salary of Vo-
gel Dec. 1 to
Apr. 15 on
full basis.

6. Dean Anthony recommends that the College pay the salary of Fred Vogel, Instructor and Research Assistant in Forestry, from December 1 to April 15 on a full basis. The Lake States Forest Experiment Station will pay his salary from April 15 to June 30. The present agreement provides for the College to pay half of the salary each month.

Continuation
agreement Am.
Potash Inst.

7. Continuation of the agreement and approval of a memorandum of understanding with the American Potash Institute, Inc., of Washington, D. C., providing for a Boron Research Fellowship for one year, beginning January 1, 1942. The American Potash Institute will furnish the College \$1200 per year.

Approval agree-
ment Int. Pul-
verizing Corp.

8. Acceptance of a grant of \$500 and approval of a memorandum of understanding with the International Pulverizing Corporation of Moorestown, New Jersey, providing for the testing of certain chemical compounds as insecticides.

Approval agree-
ment Dow Chem-
ical Co.

9. Acceptance of a grant of \$500 and approval of an agreement with the Dow Chemical Company of Midland to continue research work pertaining to the testing of the mycostatic and fungicidal properties of various chemical agents in the control of mold formation on eggs stored at refrigeration temperatures.

Approval agree-
ment G. H.
Sherman, Inc.

10. Approval of an agreement with G. H. Sherman, M. D., Inc., covering certain research work on a pregnancy test for domestic animals. The Company will supply \$30 per month for six months to cover expenses incurred.

Approval ad-
vancement \$75
for Preparation
for College
English

11. A new Preparation for College English is being published at the University of Michigan in co-operation with Michigan State College, Wayne University and the four state normal colleges. Dean Emmons recommends that the College advance \$75 toward the publication of this book.

Approval agree-
ment St. Bd. Voc.
Ed. and Rur.
Elec. Coopera-
of Michigan
etc.

12. Recommendation from Dean Anthony for the approval of a cooperative arrangement with the State Board of Control for Vocational Education and the Rural Electrification Cooperatives of Michigan for carrying out a training program in the field of Rural Electrification. The College will hire and direct the work of a suitable Extension Short Course instructor in this field, and will be reimbursed for a salary and expenses 25 per cent by the Michigan Rural Electrification Cooperatives and 75 per cent by the State Board of Control for Vocational Education.

Persons hold-
ing graduate
scholarships
permitted to
hold for an-
other year.
Approval re-
fund from Lin-
Nat. Life Ins.

13. Recommendation from the Administrative Group that the action establishing fifteen graduate scholarships be modified so that persons now holding these scholarships who are doing high grade work be permitted to hold them for another year, providing this does not bring the total of such scholarships beyond the fifteen authorized.

14. Report that an annual refund in the amount of \$8,932.08 has been received from the Lincoln National Life Insurance Company.

15. Recommendation from the Faculty that College music fees be changed as follows:

Change Mrs. Fields' fee from \$18 to \$30

Add:	Bertram Haigh	\$30
	Fred Killeen	\$18
	Joseph Evans	\$18
	Julius Stulberg	\$18

Change the fee for organ to show that for the four manual concert organ the fee will be 40 cents an hour.

MISCELLANEOUS, continued

16. Recommendation from Dean Anthony that the Short Course Student Club fees be raised from \$2.00 to \$2.50. This is a request from the students. This should be effective January 1, 1942.

Short Cse.
Student Club
fees raised
to \$2.50.

17. Recommendation from Dean Anthony that fees for Ralph ^{Bigelow} be waived for winter term and that he be paid at the rate of \$5.00 per week during winter term. Mr. Bigelow was injured while working during the summer of 1941.

Fees Ralph
Bigelow waived
winter term.

18. Authorization is requested for the following operations for students who were injured in football:

Approval op-
erations for
students in-
jured in
football.

James Pingel - \$250-\$300

Ed. Ripmaster --removal of a knee cartilage, \$150

Charles Couture--Knee operation, \$150

John Schlueter--removal of knee cartilage (probably no charge)

Operation for
Sidney Feib-
berg.

19. Operation on a fractured leg for Sidney Feinberg who was injured in veterinary clinic last year.

20. Knee operation at an estimated cost of \$150 for Frank Burke, Buildings and Grounds employee, who was injured while working.

Knee operation
Frank Burke

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve items 3 to 20 inclusive.

21. Request for an appropriation of \$1000 for a travel account for the Secretary's Office to be used for travel of members of the staff, and approval of the following policy regarding travel:

\$1000 travel
account app.
for Sec. Off.

Report of the committee to formulate a policy on allowing mileage to speakers, other than regularly employed extension workers, who are sent out to various clubs and organizations within the state:

Approval of
policy on
allowing
mileage to
speakers,
etc.

- (1) We endorse the policy of the Extension Service in furnishing speakers and paying the expenses of such speakers from Extension funds, in all cases where the request is made by a member of the Extension Service and has the approval of the Dean of the Division concerned.
- (2) Requests, other than those specified above, and which are not purely departmental trips but which have the approval of the Dean of the Division concerned, should be referred to the Extension Service, with the understanding that if the request is approved by the Extension Service the expenses involved in the trip will be paid from Extension funds.
- (3) All other requests for speakers of a very special nature which are not merely departmental trips shall, upon approval of the Dean of the Division concerned and after having been presented to the Extension Service for consideration and found not to be reimbursable by the Extension Service, be referred to the Secretary's Office. If the trip is approved by the Secretary's Office, expenses involved in the trip shall be paid by the Secretary's Office.
- (4) The off-campus trips which concern only the business of the department, should upon approval of the Dean of the Division concerned, be paid from departmental funds.
- (5) We recommend that any off-campus activity of a departmental nature by a staff member which is financed by the requesting individual or group, have the approval of the Dean of the Division concerned.
- (6) We wish to call to the attention of the staff the fact that all out-of-state travel must have the approval of the President and the State Board of Agriculture before the trip is made.

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

22. Request from Dean Huston for an additional appropriation of \$300 for the budget of the Department of Police Administration.

\$300 for
Police Admin-
istration bud.

23. Request from Dean Emmons for authorization to employ a part-time instructor in the Mathematics Department for the winter term and possibly the spring term. It will cost approximately \$250 or \$300.

Approval part-
time Inst.
Math for win-
ter term.

24. Statement from William G. Roost in the amount of \$3,313.20 for services rendered in auditing the College Books.

Statement Mr.
Roost approved

25. An appropriation of \$300 is requested for certain alterations to be made in the Home Economics Building during the Christmas vacation.

App. \$300 for
alterations
in Home Ec.

MISCELLANEOUS, continued

Approval use
of Aud. & F.T.
Mich.H.S.Vocal
Assoc.

Approval Rack-
ham Bd.of Gov.
re: invest.En-
dowment funds.

Approval of
additional
remuneration
for services
by several
persons during
football season

26. Request for an appropriation of \$250 (\$150 for the Auditorium and Fairchild Theater on April 11, and \$100 for necessary expenses) for the Michigan High School Vocal Association to hold its festival on our campus on April 10 and 11.
27. Report that the Rackham Board of Governors approves the arrangements made with the Ann Arbor Trust Company covering the investment of the Rackham Endowment Funds.
28. The following employees were paid additional remuneration for services rendered during the football season:

Robert P. Adams	\$15.00	L. S. Euler	\$20.00	C. L. SanClemente	\$15.00
Dave B. Baldwin	12.00	O. L. Everett	16.00	G. G. Sawdy	15.00
W. E. Binkley	12.00	I. A. Gould	15.00	Vern Severence	20.00
Donald R. Blough	12.00	Carson Hamilton	15.00	D. F. Sheehan	15.00
T. L. Canniff	15.00	R. C. Heydrick	9.00	J. W. Shirley	12.00
C. W. Carlson	15.00	J. M. Jensen	15.00	G. O. Stewart	15.00
J. A. Clark	15.00	G. F. Knapp	17.00	E. C. Tabor	15.00
L. R. Cleveland	6.00	J. M. Kutt	20.00	R. C. Townley	15.00
R. L. Cook	24.00	C. C. Langham	12.00	James Tyson	24.00
R. J. Corwin	20.00	C. N. McCarty	18.75	R. M. Warren	25.50
L. A. Cudworth	20.00	O. E. Morgan	7.50	C. R. Watts	15.00
J. F. Davis	15.00	E. C. Prophet	15.00	Neil Whitehead	3.00
R. J. Davis	20.25	K. C. Randall	12.00	H. C. Whiting	12.00
E. W. Eck	15.00	C. A. Rosenbrook	25.00	E. C. Wilcox	15.00

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve Miscellaneous Items 22 to 28.

Approval of
system of
awards for
worthy stu-
dents to be
known as
"Jenison
AWards".

29. Approval of a system of awards for worthy students to be known as "Jenison Awards".

On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to approve the following system of awards to be known as Jenison awards:

1. There are established a number of grants in aid to worthy and deserving students to be known as Jenison Awards.
2. They shall be awarded to young men possessing unusual qualities of leadership who have demonstrated mental ability and physical strength and vigor.
3. The selection of those to receive these awards will be made by a committee consisting of the Chairman of the Faculty Committee on Scholarships, the Registrar, the Director of Physical Education for Men, the Head Football Coach, and one other to be appointed by the President. All nominees approved by this committee are to be approved by the President before becoming effective.
4. Each award shall consist of the waiving of tuition and college fees and a grant of \$120 per term to be paid from the income of the Jenison Estate.
5. The awards shall be for one year, may be renewed from year to year, but may not exceed a total of four years for any one student.
6. The number of grants shall not exceed 12 for any one year's class and shall not exceed a total of forty at any one time.
7. These awards are to become effective in the fall of 1942 for a trial period of five years through 1947, and may be renewed beyond that date.

A.A. Trust Co
author. to
purchase
\$50,000 worth
U.S. Defense
Bonds.

30. Authorization for the Ann Arbor Trust Company to sell two issues of bonds now a part of the Rackham Endowment and to use the proceeds therefrom, with the cash now available for investment, for the purpose of buying \$50,000 worth of U. S. Defense Bonds Series G, to be credited to the Rackham Endowment.

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

Also \$50,900
with funds
from Jenison
Estate.

31. Recommendation that \$50,000 worth of U. S. Defense Bonds Series G be purchases with funds of the Jenison Estate to be kept in the Jenison Endowment Account.

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

No action on
recommendation
that bonds on
Music Bldg.
be called.

32. Recommendation from Mr. Cress of the Ann Arbor Trust Company that the bonds on the Music Building be called before the callable date, May 1, 1942.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to defer action on the above recommendation until the January Board meeting.

Ann Arbor Tr.
Co. to sell
municipal bonds
and bonds of
sm. political
sub-divisions
held in Rack-
ham Endowment
Fund.

33. Recommendation that the Ann Arbor Trust Company be authorized to convert into cash all municipal bonds and bonds of small political sub-divisions that are now held in the Rackham Endowment Fund that are netting less than 2½%.

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

MISCELLANEOUS, continued

34. Recommendation from the Dean of Agriculture and the Head of the Department of Soils that the name of the Department of Soils be changed to the Department of Soils Science effective January 1, 1942.

Name of Soils Dept. to be known as Dept. of Soils Sci.

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

Mr. McDonel's salary to be increased to \$5000.

35. Recommendation from the President that the salary of the Secretary of the State Board of Agriculture, Mr. Karl McDonel, be increased to \$5000 effective January 1, 1942.

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

Approval of program for training primary & rural teachers.

36. The President recommended that a program be approved for the training of primary and rural teachers at Michigan State College, - plans to be worked out in cooperation with the State Department of Public Instruction and involving the addition of two or three new members of the staff to handle the new work involved - these courses to become effective at the beginning of the Summer School 1942.

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

Authorization of certain courses in Astronomy & Astro-Physics beginning of next school year.

37. The President recommended the authorization of certain courses in Astronomy and Astro-Physics at the beginning of the next school year which involves the employment of a properly qualified person in the Department of Physics to teach these courses.

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

38. The President stated that the Faculty had approved in principle the granting of academic titles to all resident members of the Agricultural Extension Staff and presented a list of specific titles as recommended by a Committee appointed for that purpose. He made certain recommended changes from the committee list.

Approval titles for resident Extension staff.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve the titles as recommended by the President and as on file in the Secretary's Office.

39. The President reported that at his suggestion the Lecture Course Committee has planned a series of motion pictures for the Saturday nights of the winter term to be opened to the student body and faculty and to be held in the Fairchild Theater.

Movies planned by Lec. Course com. for Sat.eves.

On motion of Mrs. Masselink, seconded by Mr. Brody, it was voted to authorize Mr. Wilkins to pay from Board funds the costs of the rental of the Theater with the understanding that the Lecture Course Committee is to pay all other costs of the series.

40. The President reported in detail plans under discussion for fully utilizing the facilities of the College in the war effort. Included in his report were the following suggestions:

Approval of plans for utilizing facilities of College in war effort.

- a. Greatly expanded summer school.
- b. Two year terminal college courses
- c. In college war training for all students
- d. Central office for enlistment information
- e. Cooperation with all war agencies as they appear to be desirable.

On motion of Mr. Berkey, seconded by Mr. Jakway, it was voted to approve in principle the above recommendations and authorize the President to proceed to make them and other desirable steps effective.

41. The President reported on the progress being made to secure a suitable assistant to Mr. Wilkins.

The meeting adjourned at 2:45 P.M.

John A. Hannah
President

Karl H. McDonel
Secretary