

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
December 20, 1945

Present: Mr. Berkey (Chairman); Messrs. Akers, Armstrong; Mueller; Miss Jones; President Hannah, Treasurer Wilkins; and Secretary McDonel.

Absent: Mr. Brody; Dr. Elliott

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

The minutes of the regular meeting on November 8 and the special meeting on November 29 were approved.

PRESIDENT'S REPORT

Resignations and Appointments

1. Resignation of Pauline Clune as stenographer in the Department of Physics and Astronomy, effective November 15, 1945. Miss Clune is planning to enroll as a student.
2. Resignation of Ione L. O'Connor as secretary-librarian in the Art Department, effective November 27, 1945. Mrs. O'Connor's husband has returned from overseas.
3. Appointment of Vera G. Morse as secretary-librarian in the Art Department at a salary of \$1800 per year, effective November 23, 1945, to replace Ione O'Connor.
4. Appointment of Mrs. Jean Dobrick as stenographer in the Office of the Board of Examiners and Counseling at a salary of \$1600 per year, effective November 12, 1945. Mrs. Dobrick will replace Frances Erickson.
5. Appointment of Mrs. Mary Jane Hoag as dietitian at Mason-Abbot Hall at a salary of \$2600 per year, effective November 20, 1945, to replace Elizabeth Whittle.
6. Reinstatement of Paul Rumpsa as Chief Accountant in the Comptroller's Office at a salary of \$3,000 per year, effective November 14, 1945. Mr. Rumpsa has been on military leave since October 31, 1940. He will replace Rodney Whiting who has resigned.
7. Reinstatement of James H. Husted as Assistant Professor of Forestry at a salary of \$2900 per year effective November 26, 1945. Mr. Husted has been on military leave since October 1, 1942.

Resignations

Appointments

Travel

1. Full expenses for Dean L. C. Emmons to visit Northwestern University, the University of Illinois, the University of Indiana, Ohio State University, and Purdue University on November 11-14.
2. Full expenses for Peter I. Tack to visit the Owens-Illinois Glass Company in Toledo, Ohio, on November 13 and 14, for the purpose of securing information on the processing and packaging of fish; expenses to be paid from Experiment Station funds.
3. Full expenses for W. E. Libby to go to Dayton, Ohio, on November 15 to arrange for distribution of surplus government property.
4. First-class railway mileage for Herbert Weissinger to attend a meeting of the National Council of the Teachers of English in Minneapolis November 22-24.
5. First-class railway fare for L. C. Price to attend the annual meeting of the American Society of Mechanical Engineers in New York City on November 26 to December 1.
6. Full expenses for C. M. Campbell to attend the National Teachers Placement meeting in Chicago on November 30 and December 1.
7. Full expenses for W. L. Treaster to attend the annual meeting of the American Agricultural Editors Association in Chicago on December 3, payable from Extension funds.
8. Full expenses for C. N. McCrary to attend the meeting of the American Society of Farm Managers in Chicago on December 3 and 4.
9. Full expenses for H. J. Wyngarden to attend the Annual Outlook Conference in Washington on December 3-7, with expenses paid from Experiment Station funds.
10. Full expenses for J. W. Stack to attend the Midwest Museums Conference of the American Association of Museums in Cleveland, Ohio, on December 6-8.
11. Full expenses for N. W. Kerbawy to attend the annual meeting of the Western Conference in Chicago on December 6-8.

Travel

November 29, 1945

2. Resolution, continued:

saved to the Board in said construction from the estimated cost as fixed by the architect and agreed to by the officers of this Board, with an additional bonus of one-fourth of one per cent ($1/4$ of 1%) per week for completion of said buildings prior to January 1, 1947, said contract to be approved by the officers and the attorney for this Board; and

BE IT FURTHER RESOLVED, that the officers of this Board be authorized and empowered to employ as the Agent of this Board, Reniger Brothers Construction Company of Lansing, Michigan, to supervise and direct the work in the construction of the Men's Dormitory, and to pay for such services so rendered the sum of Eighty-five Thousand Dollars (\$85,000.00), with the provision in the contract that the Agent will receive an additional fee of twenty-five per cent (25%) of all sums saved to the Board in said construction from the estimated cost as fixed by the architect and agreed to by the officers of this Board, with an additional bonus of one-fourth of one per cent ($1/4$ of 1%) per week for completion of said building prior to January 1, 1947, said contract to be approved by the officers and the attorney for this Board; and

BE IT FURTHER RESOLVED, that the officers of this Board are authorized and empowered to execute and enter into such contracts, agreements and documents as may be necessary to carry out the foregoing authorizations; and

WHEREAS, it appears to this Board that it will be necessary to arrange temporary financing for the payment of the materials, labor and construction costs of said buildings and to use unallocated funds now in the hands of the Treasury until such time as said buildings have been completed and the funds now held by the Ann Arbor Trust Company, as Trustee, pursuant to a Trust Agreement dated August 15, 1945, are available to be applied in payment of such costs in accordance with the terms of said Trust Agreement:

THEREFORE, BE IT RESOLVED that the Treasurer and the officers of this Board are authorized and empowered to use any of the unallocated funds of this Board for the aforesaid purpose; and

BE IT FURTHER RESOLVED, that the officers of this Board be and hereby are authorized and empowered to negotiate for and borrow from banks, individuals, or other loaning agencies, such moneys as may be required for said purpose up to Three Million Dollars (\$3,000,000.00) and to execute and deliver the promissory note of the State Board of Agriculture therefor, and to pledge and use if required to repay said loan the income from dormitories now in operation by Michigan State College, subject to the pledge of said income now outstanding; the funds to be received from the Ann Arbor Trust Company, upon the completion of said buildings under the Trust Indenture of August 15, 1945, likewise to be applied to the reduction and payment of any loans negotiated pursuant to this resolution.

Reniger to
construct boys
dorm and
Christman to
construct
girls' dorm
and married
students'
housing.

3. Consideration was given as to which buildings would be undertaken at this time on the basis discussed. It was the decision of the Board that one girls' dormitory, one men's dormitory and 104 units of married students' housing should be constructed.

On motion of Mr. Armstrong, seconded by Mr. Brody, it was voted to award one contractor the construction of the boys' dormitory and the other contractor the girls' dormitory and the married students' housing.

After considerable discussion with the contractors, it was decided by the Board to assign the construction of the men's dormitory to the Reniger Construction Company and the construction of the women's dormitory and married students' housing to the Christman Company.

Foundation
and basement
portion of
Addition to
Adm. Bldg.
to be con-
structed.

4. Consideration was given to the construction of the foundation and basement portion of the Addition to the Administration Building in order to provide more vault storage space for the Comptroller's Office. Bids were received as follows:

Foundations and basement complete
for Administration Building Addition

Christman Company	\$61,000 (Fee \$6,800)
Reniger Construction Co.	80,000 (Fee \$7,500)

On motion of Miss Jones, seconded by Mr. Berkey, it was voted to award the contract to the low bidder, Christman Company, at a total cost not to exceed \$61,000 which includes a fee of \$6,800 for supervision.

5. The President raised the question of waiving the age rule for the proposed appointment of a county agent now 54 years of age. After some discussion, it was decided not to make an exception from the present policy.

The meeting adjourned at 10:30 p.m.

John A. Hannah
President
Karl H. McDonald
Secretary

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Travel

PRESIDENT'S REPORT, continued

Travel

Travel, continued

12. First-class railway fare for F. W. Peikert to attend a meeting of the American Society of Agricultural Engineers in Chicago on December 7.
13. Full expenses for V. R. Gardner to go to Chicago on December 7 and 8 in connection with a conference being held there in dealing with farm building research.
14. Full expenses for Dean L. C. Emmons to attend a meeting of the Western Conference in Chicago on December 8.
15. Full expenses for George Amundsen to attend a meeting dealing with problems of housing in Chicago on December 8.
16. Travel expenses not to exceed \$15 for F. K. Hardy to attend a meeting of the National Marketing Association at Indianapolis, Indiana, on December 19.
17. Full expenses for W. E. Libby to go to Dayton, Ohio, on December 13, to arrange for distribution of surplus government property.
18. Full expenses for Tom King to attend the annual Personnel Meeting in New York City on December 13 and 14.
19. Full expenses for A. B. Love to attend a conference in Chicago on December 14 and 15 in connection with Emergency Farm Labor programs for the coming year; expenses to be paid from Emergency Farm Labor funds.
20. Full expenses for Mathew Madnick to attend a conference of the North Central Regional Livestock Marketing research workers in Chicago on December 15 and 16.
21. Full expenses for C. C. DeWitt to attend the national meeting of the American Institute of Chemical Engineers in Chicago on December 15-19.

MISCELLANEOUS

Award of \$100
from Atlee
Company.

1. Acceptance from the W. Atlee Burpee Company an offer of an award of \$100 annually to a student specializing in horticulture, especially in vegetable crops and flower growing. The Company suggests that the award be made to students at the end of the first quarter of the third college year, and that the award be made on the basis of scholarship, practical experience, and interest in research.
2. Acceptance of a grant of \$800 and approval of a memorandum of agreement with the Consumers Power Company covering the establishment of a fellowship in Agricultural Engineering, effective for the period January 1 to August 31, 1946. The purpose of the fellowship is to secure additional information on electric uses and electric operation in agriculture.
3. Approval of a change in the date of the resignation of Dolores I. Bos from October 27 to October 31, 1945.
4. Correction in the salary of Marion Pease from \$1320 to \$1440 per year, effective November 1, 1945. Miss Pease has been paid at the rate of \$1440 on the labor payroll since the 1st of July.

Consumers
Power memo of
agreement
approved.

Date resign.
D. Bos
changed.

Salary Marion
Pease \$1440

RESIGNATIONS

Resignations

1. Resignation of Mrs. Verna Wessel as stenographer in Animal Pathology, effective November 30, 1945.
2. Resignation of Kathleen Fisher as stenographer in Home Economics, effective December 21, 1945. Miss Fisher is returning to her home in Muskegon.
3. Resignation of Laurel Woolsey as stenographer in the Office of the Counselor for Women, effective December 31, 1945.
4. Resignation of Marguerite Jackson as half-time graduate assistant in Foods and Nutrition, effective December 31, 1945.
5. Resignation of Sidney J. Rubin as half-time graduate assistant in Chemistry, effective November 30, 1945. Mr. Rubin has been inducted into the Army.
6. Report that the following half-time graduate assistants are unable to accept the appointments which were to have been effective January 1, 1946:
 - Fred Maienschein, Chemistry
 - Robert C. Tompkins, Chemistry
 - David K. Holmes, Physics and Astronomy
7. Resignation of Elizabeth Whittle as Dietitian at Mason-Abbot Halls, effective December 31, 1945.
8. Resignation of Mrs. Hazel Dunn as night hostess at Mason Hall, effective December 31, 1945.
9. Resignation of Florence Rann as hostess at the Ewing House, effective December 31, 1945.

RESIGNATIONS, continued

Resignations

10. Resignation of Glen Fitch as Reference Librarian, effective January 31, 1946. Mr. Fitch has accepted a position as Librarian at Hillsdale College.
11. Resignation of Richard L. Witz as Extension Specialist in Agricultural Engineering, effective November 30, 1945. Mr. Witz has accepted a position at North Dakota Agricultural College.
12. Resignation of Mrs. Alta McMurray as Home Demonstration Agent in St. Joseph County, effective December 31, 1945. Mrs. McMurray's husband has recently returned from the armed services.
13. Resignation of Mrs. Norma Hudson as Home Demonstration Agent in Branch County, effective December 31, 1945. Mrs. Hudson's husband has returned from the Navy.
14. Resignation of Mrs. Margaret Swanson as Home Demonstration Agent in Montcalm, Gratiot, and Isabella Counties, effective December 15, 1945. Mrs. Swanson's husband has returned from the Navy.
15. Resignation of Perry H. Bowser as Extension Assistant and Research Assistant in Horticulture, effective December 31, 1945. Mr. Bowser is planning to return to Texas to take over the management of a farm of which he is part-owner.
16. Resignation of William H. Tenney as Assistant Professor of Written and Spoken English, effective December 31, 1945. Mr. Tenney is returning to Massachusetts.
17. Resignation of George W. Miller as Instructor in Mechanical Engineering, effective December 31, 1945. Mr. Miller has been on military leave since May 1, 1944.
18. Resignation of Malcolm M. Williams as Instructor in Engineering Drawing, effective December 31, 1945. Mr. Williams has been on leave to work with the Warren S. Holmes Company since July 1, 1944.
19. Resignation of John A. Young as Instructor in Geology, effective December 31, 1945. Mr. Young has been on leave to work with the Sun Oil Company since July 15, 1944.
20. Resignation of Elza de Queiroga as Instructor in Foreign Languages, effective December 31, 1945. Mrs. Queiroga is returning to Brazil.

LEAVES

Leaves

1. Leave of absence without pay for F. E. Reeve, Assistant Professor of Written and Spoken English in the Basic College, effective for the period from January 1 to August 31, 1946. Mr. Reeve is working as one of the editors of the Dictionary of the English Language being prepared by the World Publishing Company.
2. Leave of absence with pay for E. M. Banzet, Assistant Professor of Sociology and Anthropology, effective from November 15, 1945 to March 31, 1946. Mr. Banzet has been employed by the College since June 1926, and has requested this leave because of his health. He will return on a half-time basis and serve as a counselor during this period.
3. Leave without pay for Dr. Shih-Han Wu, Instructor in Foreign Languages, for the period from December 1, 1945 to June 30, 1946. Dr. Wu has been requested by the Chinese government to return to China to work in connection with their relations to the Japanese government.
4. Leave of absence with pay for Mrs. Merle Byers, Associate Professor of Education, for the months of January and February 1946 in order that she may work on a syllabus in a course in education.
5. Leave of absence without pay for Dr. Hazel Hatcher, member of the Board of Examiners, for one year; the effective date to be reported later. Dr. Hatcher has been requested by the government of Chile to serve as a consultant in Home Economics education in connection with a survey of Chilean education sponsored by the U. S. Office of Education.

APPOINTMENTS

Appointments

1. Appointment of Henrietta Keyes as stenographer at the Health Service at a salary of \$1800 per year, effective December 1, 1945, to replace Phyllis Trevellyan who has resigned. Miss Keyes formerly worked in the Department of Physical Education, Health and Recreation for Men at a salary of \$1680.
2. Appointment of Marguerite Carpenter as stenographer in the Extension's Director's Office at a salary of \$1740 per year, effective January 1, 1946. Miss Carpenter will replace Mrs. Alice Skinner who resigned a year ago.
3. Appointment of Mrs. Frances Griffeth as stenographer in Economics at a salary of \$1320 per year, effective January 1, 1946, and paid one-half from Experiment Station funds and one-half from Extension funds. This position has not been filled for several months.
4. Appointment of Mary M. Becker as stenographer in the Military Department at a salary of \$1560 per year, effective February 1, 1946, to replace Mary Eicker who has been retired.

Appointments

APPOINTMENTS, continued

5. Appointment of Mrs. Dorothy R. Husted as stenographer in the Office of the Board of Examiners at a salary of \$1600 per year, effective December 17, 1945. This is a new position.
6. Appointment of Ruth L. Killmaster as clerk in the Registrar's Office at a salary of \$1500 per year, effective December 1, 1945, to replace Margaret Parmelee who has resigned.
7. Appointment of Arlene A. Stoutenburg as clerk in the Registrar's Office at a salary of \$1600 per year, effective December 1, 1945. This is a new position.
8. Appointment of Jayne Amos Lockwood as clerk in the Registrar's Office at a salary of \$1500 per year, effective January 1, 1946. This is a new position.
9. Appointment of Floy Shaw as general duty nurse at the Health Service at a salary of \$1800 per year, effective January 1, 1946. Miss Shaw will replace Pauline Stephenson who resigned more than a year ago.
10. Appointment of Rolla F. Noonan as Foreman of the Electrical Division of Buildings and Utilities at a salary of \$3200 per year, effective January 1, 1946. Mr. Noonan will replace Frank Mitchell who has been retired.
11. Appointment of Harold Hatt as Assistant Manager of the Union Building at a salary of \$3600 per year, effective December 1, 1945, to replace Ray Lamphear who has been transferred. Mr. Hatt has been employed in the Union for several years and paid from the labor payroll.
12. Appointment of Robert Ott as patrolman on the Campus Police force at a salary of \$2200 per year, effective December 8, 1945. This is a new position.
13. Appointment of Mrs. Roger R. Miller as Assistant in the Library at a salary of \$2100 per year, effective February 1, 1946, to replace Henrietta Alubowicz who is being promoted.
14. Report that Mrs. Trixie Lindhout is being reinstated as a cooperative house hostess, effective January 1, 1946.
15. Appointment of William A. Mann as a member of the Board of Examiners with the rank of Assistant Professor at a salary of \$3500 per year, effective January 1, 1946. This is a new position.
16. Appointment of Walker Hill as a member of the Board of Examiners with the rank of Assistant Professor at a salary of \$3400 per year, effective February 1, 1946. Dr. Hill will replace Hazel Hatcher during her leave.
17. Appointment of Laurence S. Cooke as a member of the Board of Examiners with the rank of Instructor at a salary of \$2900 per year, effective December 24, 1945. This is a new position.
18. Appointment of Dr. Robert Bartlett as special lecturer in Effective Living in the Basic College for the fall term only at a salary of \$200 for the term.
19. Appointment of John Allan Waite as Assistant Professor of Literature and Fine Arts in the Basic College at a salary of \$3200 per year, effective January 1, 1946 to replace F. E. Reeve who is on leave. Mr. Waite will serve as half-time counselor.
20. Appointment of Benjamin Hickok as Instructor in Written and Spoken English in the Basic College at a salary of \$2800 per year, effective January 1, 1946. This is a new position.
21. Appointment of William Shea as Instructor in Written and Spoken English at a salary of \$2800 per year, effective January 1, 1946. This is a new position.
22. Appointment of Howard O. Zindel as Extension Specialist in Poultry Husbandry with the rank of Assistant Professor at a salary of \$3300 per year, effective January 1, 1946, to replace O. E. Shear who is nearing retirement age. Mr. Zindel has been on military leave since September 15, 1941. He was formerly District Club Agent at a salary of \$2100 per year.
23. Appointment of Willard A. Cutler as Associate County Agent in Chippewa County at a salary of \$3800 per year, effective January 15, 1946. Mr. Cutler will work in connection with the Soil Conservation program in Chippewa County. This is a new position.
24. Transfer of S. H. LaTourette from 4-H Club Agent in Genesee County to Associate County Agricultural Agent in Genesee County with a salary increase from \$3100 to \$3300 per year, effective January 1, 1946. This is a new program of work in connection with youth program in territories with both rural and urban influences.
25. Appointment of Donald R. Johnson as 4-H Club Agent in Genesee County at a salary of \$2600 per year, effective January 1, 1946, to replace S. H. LaTourette.
26. Transfer of Robert J. Laser from 4-H Club Agent in Lenawee County to Assistant County Agricultural Agent in Lenawee County with a salary increase from \$3300 to \$3500 per year, effective January 1, 1946.
27. Appointment of Irving R. Wyeth as 4-H Club Agent in Lenawee County at a salary of \$2600 per year, effective January 1, 1946, to replace R. J. Laser.

APPOINTMENTS, continued

Appointments

28. Appointment of Paul R. Pennock as County Agricultural Agent in Arenac County at a salary of \$3000 per year, effective February 1, 1946, to replace C. M. Meredith who has resigned.
29. Appointment of Lyle A. Thorburn as 4-H Club Agent in Washtenaw County at a salary of \$2600 per year, effective January 1, 1946. This is a new position.
30. Transfer of Hildred J. Hart from District Club Agent for Livingston, Washtenaw and Monroe Counties to 4-H Club Agent in Livingston County at his present salary of \$3100 per year, effective January 1, 1946.
31. Transfer of Einer G. Olstrom from District Club Agent in Ingham and Clinton Counties to 4-H Club Agent in Clinton County at his present salary of \$2700 per year, effective January 1, 1946.
32. Transfer of Kenneth Ousterhout from 4-H Club Agent in Saginaw County to Assistant State Club Leader at his present salary of \$3800 per year, effective January 1, 1946. Mr. Ousterhout will replace M. H. Avery who has been transferred. It is recommended that he be allowed not to exceed \$75 to cover expenses of moving from Saginaw to East Lansing.
33. Transfer of Milbourne H. Avery from Assistant State Club Leader to 4-H Club Agent in Ingham County at his present salary of \$3400 per year, effective January 1, 1946.
34. Appointment of Mrs. Grace H. German as Home Demonstration Agent at Large at a salary of \$2400 per year, effective December 28, 1945, to replace Agnes M. Gregarek who has been transferred.
35. Appointment of Mrs. Elizabeth Cobb Hess as Home Demonstration Agent in Clinton County at a salary of \$2400 per year, effective January 1, 1946. This is a new position.
36. Appointment of M. Isabel Raynard as Assistant Home Demonstration Agent in Sanilac County at a salary of \$2200 per year, effective January 1, 1946. This is a new position.
37. Appointment of Mrs. Ruth M. Code as Urban Home Demonstration Agent for Detroit at a salary of \$2400 per year, effective from January 1 to June 30, 1946. This is a new position.
38. Appointment of Ruth Edison as Urban Home Demonstration Agent in Grand Rapids at a salary of \$2400 per year, effective from January 1 to June 30, 1946. This is a new position.
39. Appointment of Mrs. Clara P. Hay as Urban Home Demonstration Agent in Flint at a salary of \$2400 per year, effective from January 1 to June 30, 1946. This is a new position.
40. Transfer of Byron R. Bookhout from Extension Assistant in Farm Management to Research Assistant in Farm Management at the same salary of \$3200 per year, effective January 1, 1946.
41. Appointment of Kenneth Marvin Dunn as Research Assistant in Dairy at a salary of \$2600 per year, effective January 1, 1946, and paid from Experiment Station funds. Mr. Dunn will replace J. Thomas Reid who has resigned.
42. Appointment of Harold W. Lautner to take charge of the landscaping of the college grounds and properties to replace T. Glenn Phillips, effective January 1, 1946; and to become Professor and Head of the Department of Landscape Architecture on July 1, 1946, upon the retirement of Professor Halligan. His salary is to be at the rate of \$6000 per year, effective January 1, 1946, subject to some adjustment during the first three months to permit him to complete some work in progress for his present employer.
43. Appointment of Donald J. Renwick as Assistant Professor of Mechanical Engineering at a salary of \$3200 per year, effective January 1, 1946. This is a new position.
44. Appointment of Edna Brown as Assistant Professor of Foods and Nutrition at a salary of \$3200 per year, effective January 1, 1946, to replace Margaret Randolph who has resigned.
45. Appointment of Marguerite Jackson as Instructor in Foods and Nutrition at a salary of \$200 per month for the period from January 1 to June 30, 1946. Miss Jackson will replace Mrs. Lois Hays.
46. Appointment of Leila Jean Saunders as Assistant in Research in Botany and Plant Pathology at a salary of \$2500 per year, effective January 1, 1946. This is a new position to be paid from a grant from the Todd Company.
47. Appointment of John C. Speck, Jr. as Research Assistant in Chemistry (not Experiment Station) at a salary of \$300 per month, effective from December 16, 1945 to June 30, 1946. This is a new position, and Dr. Speck will work on the project covered in the contract with the Office of the Quartermaster Corps.
48. Appointment of Phyllis Olin Bielinski as Assistant in Chemistry at a salary of \$175 per month effective January 2, 1946, for an indefinite period.
49. Reappointment of Mathew Madnick as Research Assistant in Economics at the same salary of \$250 per month, effective from January 1 to March 31, 1946.

Appointments

APPOINTMENTS, continued

50. Appointment of Mrs. Shih-Han Wu as Instructor in Foreign Languages (Chinese) at a salary of \$75 per month, effective December 1, 1945, for as long as necessary. Mrs. Wu will teach the classes in Chinese formerly taught by her husband.
51. Appointment of Yo Ota as Instructor in Foreign Languages (Japanese) at a salary of \$100 per month, effective December 1, 1945, for as long as necessary. Miss Ota will teach the Japanese classes formerly taught by Mr. Wu.
52. Appointment of Carl Wilson as Instructor in History and Political Science at a salary of \$100 per month, effective January 4, 1946, for as long as necessary. This is a new position that will be necessary until the ASTR program is discontinued.
53. Appointment of Frank Saidel as Instructor in Mathematics at a salary of \$2400 per year, effective January 1, 1946, to replace William Funkenbusch.
54. Appointment of Edward A. Nordhaus as Assistant Professor of Mathematics at a salary of \$3100 per year, effective January 1, 1946, to replace Wilbur Mitchell, Mr. Nordhaus was on the staff from February 1943 to August 1944.
55. Appointment of Ralph B. Bowersox as Associate Professor of Physics and Astronomy at a salary of \$4000 per year, effective January 1, 1946, to replace J. H. Enns who resigned several months ago.
56. Appointment of Michael Kolivosky as Instructor in Effective Living in the Basic College and Instructor in Sociology and Anthropology in the School of Science and Arts at a total salary of \$225 per month, effective January 1, 1946, for as long as necessary. His salary is to be paid \$125 per month for his work in Effective Living and \$100 per month in Sociology and Anthropology. It is also recommended that he be paid an additional \$100 for his work in Sociology during the month of December 1945.
57. Appointment of George L. W. Weaver as Extension Specialist in Animal Pathology with the rank of Assistant Professor at a salary of \$3000 per year, effective January 15, 1946. This is a new position.
58. The following half-time graduate assistants are recommended for the period from January 1 to June 30, 1946:

Physics and Astronomy	- Nathan L. Nichols, \$100 per month
Chemistry	- Harlan V. Ogle, \$80 per month
59. Appointment of Richard A. Schroeder as graduate fellow in Agricultural Engineering at a salary of \$100 per month, effective from January 1 to August 31, 1946, and paid from the Consumers Power Company grant.
60. Appointment of Elbert Churchill as graduate fellow in Bacteriology at a salary of \$100 per month, effective November 9, 1945, for an indefinite period, and paid from the Onyx Oil and Chemical Company fund.
61. Reinstatement of John Yunk as Instructor in English at a salary of \$2500 per year, effective January 1, 1946. Mr. Yunk will teach half-time in the Department of Literature and Fine Arts in the Basic College. He has been on military leave since August 1943.
62. Reinstatement of E. B. Brauner as Associate Professor of Art at a salary of \$3500 per year, effective January 1, 1946. Mr. Brauner has been on military leave since August 1944.
63. Reinstatement of Donald Hayworth as Professor of Speech at a salary of \$4200 per year, effective January 1, 1946. Mr. Hayworth has been on leave since September 1942 to work with the Office of Civilian Defense.
64. Reinstatement of James W. Miller as Instructor in History and Political Science at a salary of \$2800 per year, effective January 1, 1946. Mr. Miller has been on military leave since September 1942.
65. Reinstatement of Franklin Sherman III as Research Associate in Entomology at a salary of \$3600 per year, effective January 1, 1946 and paid from Experiment Station funds. Mr. Sherman has been on military leave since April 1942. He was Research Assistant at a salary of \$2800 per year at the time he left.

TRAVEL

Travel

1. Full expenses for A. A. Johnson to go to Brownsville, Texas, early in December to arrange for a special planting of a crop of corn hybrids this winter; expenses to be paid by the Michigan Crop Improvement Association.
2. The following allowances are requested for staff members to attend the annual meeting of the American Farm Economic Association in Chicago on December 27 and 28:
 - a. Mileage on one car for members of the Farm Management Department.
 - b. Mileage on one car for members of the Economics Department.

TRAVEL, continued

Travel

3. Mileage on one car for members of the Speech and Dramatics Department to attend the meeting of the National Speech Convention at Columbus, Ohio, on December 27-29.
4. The following travel allowance are requested for staff members to attend the meetings of the Modern Languages Association in Chicago on December 27-29:
 - a. Full expenses for Richard Dorson of the History Department. He has been asked to present a special paper.
 - b. Mileage on two cars for members of the English Department.
 - c. First-class railway fare for three members of the Foreign Languages Department.
5. First-class railway fare for E. C. Prophet to attend the Geographical meeting in Knoxville, Tennessee, on December 27-29. Two people will attend on this travel allowance.
6. Full expenses for S. G. Bergquist to attend the meeting of the Geological Society in Pittsburgh on December 27-29.
7. First-class railway fare for Justin Zinn to attend the meetings of the Geological Society in Pittsburgh on December 27-29.
8. First-class railway fare for J. E. Towne to attend the meeting of the Librarians of Middle Western Research Libraries and the meeting of the American Library Association in Chicago on December 27-30.
9. Full expenses for E. H. Bjornseth and maintenance expenses for R. L. Carolus to attend the Illinois Fieldmen and Cannors School at the University of Illinois on January 8 and 9. Mr. Bjornseth will drive his car and his expenses are to be paid from Extension funds; expenses for Dr. Carolus will be paid from departmental funds.
10. Full expenses for Dean L. C. Emmons to attend the meeting of the Association of American Colleges and the American Conference of Academic Deans in Cleveland on January 9-11.
11. First-class railway fare for D. J. Hall to attend the annual convention of the American Road Builders Association in Chicago on January 14-17.
12. First-class railway fare for W. A. Kelly to attend the meeting of the American Society of Photogrammetry in Washington, D. C., on January 16-18.
13. First-class railway fare for J. A. Strelzoff to attend the Institute of Radio Engineers Winter Technical Meeting in New York City on January 23-26.
14. First-class railway fare for W. D. Baten to attend the meetings of the Institute of Mathematical Statistics and the American Statistical Association in Cleveland on January 24-27.
15. First-class railway fare for L. G. Miller and C. H. Pesterfield to attend the annual meeting of the American Society of Heating and Ventilating Engineers in New York City on January 28-30.
16. Full expenses for E. H. Lucas to spend a few days at the Northern Regional Research Laboratory at Philadelphia and also at the research laboratories of Dr. Waksan of Rutgers University. This trip is in connection with some special cooperation with our antibiotic project, and expenses are to be paid from Experiment Station funds.

MISCELLANEOUS

1. Report of the deaths of the following former students in the war:

John A. Davis, Class of 1940, a Second Lieutenant with a Chemical Warfare Unit, was killed on December 15, 1944, in the bombing of a Japanese prisoner-of-war transport on which he was being transferred from the Philippines to Japan. He graduated in Applied Science on June 10, 1940, having entered from Detroit.

Albert Neil Hett, Class of 1945, a Lieutenant in the Army Air Forces, was killed in action in the Pacific Theatre on April 8, 1945. He had been awarded the Air Medal and Oak Leaf Cluster. He was enrolled in Engineering during 1941-1943, having entered from Kenmore, New York.

Charles D. Hill, Class of 1939, a First Lieutenant in the Army Air Forces, was killed in action over Germany on December 23, 1943. He was enrolled in Agriculture during 1935-1939, having entered from East Lansing.

Thomas Byron Sharar, Jr., Class of 1940, a Lieutenant (jg) in the Naval Reserve, was killed in action off Okinawa on June 16, 1945. He graduated in Applied Science on July 25, 1940, having entered from Williamsport, Pennsylvania.

2. Gift of \$200 from Lawrence R. Ball, a graduate of Michigan State College, to be used as a loan fund to aid students.
3. Approval of an agreement with the Quartermaster Depot of the United States Army for the development of a special piece of research work through the Department of Chemistry in connection with certain problems in the preservation and storage of foods. The work will be done under the direction of Professor Quill, and the College will be reimbursed for expenses incurred not to exceed \$7225. This work is not under the supervision of the Experiment Station.

Report of
deaths of
former stu-
dents in
war.

MISCELLANEOUS, continuedMemo of Agree-
ment Dow Chem-
ical Co.

4. Acceptance of a grant of \$1500 and approval of a memorandum of understanding with the Dow Chemical Company in connection with a research project covering a study on the effects of growth regulating substances on plants; the work to be done under the direction of H. B. Tukey and C. L. Hamner.

Memo of Agree-
ment American
Dairy Assoc.

5. Acceptance of a grant of \$2500 and approval of a memorandum of understanding with the American Dairy Association in connection with a study of the nutritional value of milk produced by cows reared on feed from depleted and high fertility lands; the work to be conducted by the Department of Foods and Nutrition.

Also Winthrop
Chemical Co.

6. Acceptance of a grant of \$9000 and approval of a memorandum of understanding with the Winthrop Chemical Company of New York covering studies on the acute and chronic toxicity of certain quarternary ammonium compounds; the work to be under the direction of B. V. Alfredson in the Physiology Department.

Also National
Dairy Council

7. Acceptance of a grant of \$5000 and approval of a memorandum of understanding with the National Dairy Council of Chicago covering studies of the nutritive requirements of aging women; the work to be conducted under the direction of Dr. Ohlson of the Foods and Nutrition Department.

Additional
amounts paid
salaried
employees

8. Report that the following amounts were paid salaried employees who were employed by the Department of Intercollegiate Athletics during the football season:

Alfred Bortree	\$24	R. C. Heydrick	\$20	K. C. Randall	\$12
L. P. Brown	12	J. M. Jensen	24	L. S. Robertson	16
L. E. Chapman	30	J. M. Kutt	30	C. A. Rosenbrook	25
R. L. Cook	24	E. P. Lawrence	24	Paul Rumpsa	5
L. A. Cudworth	25	V. E. Leichty	24	Lawrence Searl	24
R. J. Davis	54	C. N. McCarty	24	Vern Severance	30
Ray Ely	24	D. M. McLean	24	D. F. Sheehan	24
C. D. Fulkerson	24	Russell Nye	4	J. W. Shirley	20
S. A. Gallacher	24	B. D. Pettit	30	W. W. Snyder	24
C. S. Gerlach	16	Elaude Price	16	R. W. Starring	24
William Gill	12	E. C. Propet	20	E. C. Tabor	24
C. C. Hamilton	24	Walter Quirt	4	James Tyson	4
				Herbert Weisinger	24

9. Report of the payment of the following amounts to salaried employees for additional work during November:

<u>Auditorium</u>		<u>Miscellaneous</u>	
Warren Burt	\$32	Charles Branz	\$12.00
L. E. Chapman	29	Margaret Childs	3.00
Helen Evans	29	C. F. Clark	23.00
Helen Greene	32	J. W. Cunkelman	207.84
Gerald Knapp	6	Helen Greene	6.00
J. M. Kutt	35	Christina Gunn	48.90
Mildred Jeffers	23	David Hall	105.00
Bruce Pettit	26	L. P. Hedeman	32.50
Paul Rumpsa	11	Harry Hoppe	20.00
George Sawdy	3	Gerald Knapp	24.00
Lawrence Searl	29	Shirley Nelson	89.60
Vern Severance	18	Thomas Peterson	10.00
Norma Taschner	5	Merrill Pierson	36.00
Robert Troxell	23	Frances Rice	9.78
Wayne VanRiper	29	L. A. Robert	111.00
Clella Weissinger	26	Paul Rumpsa	4.00
Neal Whitehead	29	E. K. Sales	2.00
		Wayne VanRiper	16.00
		Neal Whitehead	16.00
		S. P. Williamson	9.50

Salary in-
creases for
stenogra-
phers

10. Increased in salaries for stenographers, effective January 1, 1946, as follows:

	<u>Present Salary</u>	<u>Proposed Salary</u>
Baker, Beverly Ann, Horticulture	\$1380	\$1440
Balduf, June, Animal Pathology	1380	1440
Brody, Magdalene, Bus. Adm.	1380	1440
Chick, Juanita, Economics	1440	1500
Collins, Shirley, Music Extension	1440	1500
Fountain, Edith B., Poultry	1440	1500
Geisel, Sheila D., English	1380	1440
Godfrey, Donna, Alumni Relations	1440	1500
Gibson, Russell, Central Office	1320	1380
Goodrich, Naoma, Soil Science	1320	1380
Gutknecht, Margaret, Home Economics	1380	1440
Hansen, Dereatha, Soil Science	1320	1380
Hart, Marilyn, Surgery and Medicine	1440	1500
Helbig, Frances A., Education	1440	1500
Hirshman, June D., Bldgs. & Utilities	1380	1440
Lach, Irene, Short Courses	1380	1440
Lehman, Rosemary, Education	1440	1500
McClure, Margaret V., Conservation	1320	1380
Noxon, Maryon, Foreign Languages	1440	1500
Oesterle, Maurine, Agr. Chemistry	1440	1500

MISCELLANEOUS, continuedSalary in-
creases
stenographers

10. Increases in salaries for stenographers, continued:

	<u>Present Salary</u>	<u>Proposed Salary</u>
Pease, Marion, Engineering	\$1440	\$1500
Price, Dorothy, Registrar	1380	1440
Robbins, Elizabeth, Home Economics	1440	1500
Schepperly, Doris J., Registrar	1440	1500
Stoner, Mrs. Sophie, Surgery and Med.	1440	1500
Towner, Barbara, Mech. Engineering	1440	1500
*deGomez, Hilda, Central Office	1320	1380
*DeLau, Catherine, Accounting	1440	1500
*Hardy, Irene, Wells Hall	1440	1500
*Henderson, Gertrude, Central Office	1320	1380
*Jewell, Hazel, Central Office	1320	1380
*Markwart, Bettie, Central Office	1320	1380
*Purcell, Donna, Mimeograph	1440	1500
*Purcell, Doris, Central Office	1440	1500
*Purcell, Ruth, Mimeograph	1320	1380
*Shumway, Mary, Central	1320	1380
*Snyder, Leta, Accounting	1320	1380
*Wingeier, Carmen, Phys. Ed. for Men	1440	1500

*Labor payroll

Increases in
salaries
approved.

11. Increase in salary for Mrs. Lois B. Sherman, stenographer in the Conservation Institute, from \$1320 to \$1380 per year, effective January 1, 1946.
12. Increase in salary for Ann J. Moore, Technician and Assistant in Public Administration, from \$1680 to \$1800 per year, effective January 1, 1946.
13. Increase in salary for Barbara Hanna, Secretary to the Dean of Students, from \$2000 to \$2200 per year, effective January 1, 1946.
14. Increase in salary for Allene Grimes, Secretary to the Counselor for Men, from \$2000 to \$2200 per year, effective January 1, 1946.
15. Increase in salary for Helen Johnson, Stenographer for the Board of Examiners and Academic Counseling, from \$1800 to \$1900 per year, effective January 1, 1946.
16. Increase in salary for Rose Marie D'Aloisio, stenographer in the Placement Office, from \$1560 to \$1660 per year, effective January 1, 1946.
17. Increase in salary for Cora VanKuiken, clerk in the Registrar's Office, from \$1860 to \$2100 per year, effective January 1, 1946. Miss VanKuiken has been assigned to evaluating all credit for veterans who have had courses in the military services.
18. Increase in salary for Mary Burdette, clerk in the Registrar's Office, from \$1560 to \$1800 per year, effective January 1, 1946. Miss Burdette will take over the duties of Miss VanKuiken in the Record Office.
19. Increase in salary for Pauline Carr, stenographer in the Office of the Director of the Experiment Station from \$1680 to \$1800 per year, effective January 1, 1946.
20. Increase in salary for Frances Allen, stenographer in Dairy Extension, from \$1680 to \$1800 per year, effective January 1, 1946.
21. Increase in salary for Delores M. Horswill, comptometer operator in Farm Management, from \$1620 to \$1740 per year, effective January 1, 1946, and paid from Extension funds.
22. Increase in salary for Mrs. Julia Brightman, stenographer in Mathematics, from \$1440 to \$1500 per year, effective January 1, 1946.
23. Increase in salary for Virginia Stewart, stenographer in Economics, from \$1500 to \$1560 per year, effective January 1, 1946, and paid from Extension funds.
24. Increase in salary for Howard Simcox from \$2600 to \$2800 per year, effective December 1, 1945. Mr. Simcox is Lieutenant in charge of the Campus Police.
25. Increase in salary for Clare Kaiser, Sergeant on the Campus Police Force, from \$2400 to \$2600 per year, effective December 1, 1945.
26. Change in status of Mrs. Henrietta Alubowicz from general assistant in the Library to Reference Librarian with a salary increase from \$2100 to \$2300 per year, effective February 1, 1946. She will replace Glen Fitch.
27. Increase in salary for Lenore Malueg, Assistant Cataloger in the Library, from \$2300 to \$2400 per year, effective February 1, 1946.
28. Increase in salary for V. E. Leichty, Assistant Professor on the Board of Examiners, from \$3000 to \$3300 per year, effective January 1, 1946.

Change status
Mrs. Alubow-
icz

MISCELLANEOUS, continued

- Increases in salaries
29. Increase in salary for Lawrence Babb, Assistant Professor on the Board of Examiners, from \$3100 to \$3300 per year, effective January 1, 1946.
 30. Increase in salary for Lester E. Bell, Extension Specialist in Forestry, from \$3100 to \$3400 per year, effective January 1, 1946. (Mr. Bell is now paid \$1620 USDA and \$1480 College Extension; and it is proposed to pay him \$1620 USDA and \$1780 College Extension funds.)
 31. Increase in salary for John C. Doneth, Extension Specialist in Farm Management, from \$3400 to \$3600 per year, effective January 1, 1946.
 32. Increase in salary for W. Lowell Treaster, Extension Editor and Extension Assistant in Publications, from \$3800 to \$4200 per year, effective January 1, 1946.
 33. Increase in salary for Ray Nelson, Research Professor of Botany and Plant Pathology, from \$4200 to \$5200 per year, effective as of November 1, 1945.
 34. Increase in salary for Earl H. Bjornseth, Associate Agricultural Agent and Assistant Professor of Horticulture, from \$2900 to \$3200 per year, effective December 1, 1945.
 35. Increase in salary for George Amundson, Extension Assistant in Agricultural Engineering, from \$3600 to \$3900 per year, effective January 1, 1946.
 36. Increase in salary for Woodrow Snyder, Research Assistant and Extension Assistant in Dairy, from \$3500 to \$3800 per year, effective January 1, 1946.
 37. Increase in salary for Irma Gross, Professor and Head of the Department of Home Management and Child Development, from \$5000 to \$5300 per year, effective January 1, 1946. This is to compensate for a room which has formerly been furnished in a Home Management house.
 38. Increase in salary for Elizabeth Walbert, Assistant Professor of Home Management and Child Development, from \$3000 to \$3300 per year, effective January 1, 1946. This is to compensate for a room which has formerly been furnished in a Home Management house.
- Title changes approved.
39. Title change for James W. McGrath from Assistant Professor to Associate Professor of Physics and Astronomy and a salary increase from \$3800 to \$4000 per year, effective January 1, 1946.
 40. Title change for Clarence D. Hause from Associate Professor to Professor of Physics and Astronomy and a salary increase from \$4100 to \$4400 per year, effective January 1, 1946.
 41. Increase in salary for E. E. Kinney, Superintendent of Buildings and Utilities, from \$4800 to \$5000 per year, effective January 1, 1946.
- Transfer Ray Lamphear
42. Transfer of Ray Lamphear from Assistant Manager of the Union Building to Manager of the Trailer Camp at the same salary of \$3600 per year, effective December 1, 1945.
- Report operation for hernia John Markwart.
43. Report that John Markwart, an employee of the Plumbing Division of Buildings and Utilities, is in the College Hospital recovering from an operation for double hernia. There will be hospital and surgical costs in connection with this employee, as well as compensation for time lost because of illness.
- Graduate Council Fellowship approved.
44. Recommendation from the Graduate Council for the establishment of an \$800 fellowship to be known as "The Graduate Council Fellowship" and to be awarded to a student well along in his studies for the doctor's degree, to be paid \$400 from the Dean's Discretionary Research Fund and \$400 from the budget of the School of Graduate Studies. The appointee should be exempt from college fees.
- Institute of Nutrition Fellowships approved.
45. Recommendation from the Institute of Nutrition for the establishment of two \$800 fellowships to be known as "The Institute of Nutrition Fellowships" and to be awarded to advanced doctoral candidates and paid from the budget assigned to the Institute. Appointees should be exempt from college fees.
- \$1000 approved for Int. Center.
46. Recommendation that the International Center be provided a budget of \$1000 for maintenance for this fiscal year.
- Add. appro- Basic College departments.
47. Request for additional appropriations for departments in the Basic College, as follows:

Written and Spoken English	\$2000
Biological Science	4000
Physical Science	500
Effective Living	2500
History of Civilization	400
Literature and Fine Arts	700
- \$720 approved Ag. Engr.
48. Request for a supplementary budget of \$720 for the Department of Agricultural Engineering to be used for the purchase of twelve sets of tools for apprentice trainees in the Farm Machinery Service and Sales Course.
- \$1500 for Art Dept.
49. Request for a supplementary budget of \$1500 for the Art Department for this fiscal year.
- Cancellation of unpaid student loans.
50. Recommendation for the cancellation of unpaid student loans for former students who have been killed in the war, as follows: Roy G. Fraleigh, \$55; Art K. Ungren, \$3.27.
- New girls' dorm. named after Mrs. Landon
51. Recommendation for naming the new dormitories, as follows:
 - a. By action of the Administrative Group at its meeting on December 11, it is recommended that the women's dormitory #4 now under construction be named in honor of Mrs. Linda E. Landon who for more than 40 years was the college librarian. Mrs. Landon was employed by the College from 1891 to July 1, 1932 and died on September 29, 1942.

MISCELLANEOUS. continued

51. Naming new dormitories, continued:

- b. It is recommended that one of the new men's dormitories now under construction be named after Jonathan L. Snyder who was present of the College from 1895 to 1915.
- c. It is recommended that the second new men's dormitory be named after T. Glenn Phillips, a graduate of the College who was consulting landscape architect for the last 26 years of his life, and died on August 4, 1945.

Boys' dorms
named after
J. L. Snyder
and T.
G. Phillips

52. Report for Board record of the following amounts which have been spent in acquiring the Harrison Avenue property:

Vacant lot No. 2, River Court	\$1,500
Vacant lot No. 10, River Court	1,300
Vacant lot No. 11, River Court	1,100
Sellhorn, West Side Harrison	6,450
125 South Harrison Avenue	5,900
151 South Harrison Avenue	13,000
175 South Harrison Avenue	10,500
179 South Harrison Avenue	12,600
716 River Court	11,000
720 River Court	13,000
721 River Court	8,000
	<u>\$84,350</u>

Report on
Harrison Ave.
property

On motion of Mr. Berkey, seconded by Mr. Mueller, it was voted to approve the President's Report, Appointments, Resignations, Leaves, Travel and Miscellaneous Items on which special action does not appear.

53. Consideration of the investment of \$75,000 of retirement funds which are available from this year's budget, and also \$25,000 of insurance funds.

Consideration
investment
\$75,000 of
retirement
funds.

On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to refer this item to the Finance Committee with power to invest these funds in U. S. Government Securities, - the types of investment to be reported to the next meeting of the Board.

54. There are \$3000 principal funds on hand in the Rackham fund from \$3000 Michigan State College School of Music bonds which matured November 1, 1945. It is recommended that these funds be placed in U. S. Treasury 2½ per cent bonds.

\$3000 School
Music bonds
U.S. Treas.
2½ bonds

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve item 55.

ADDITIONAL ITEMSResignations and Appointments

Resignations

1. Resignation of E. H. Shotwell, as Instructor in Chemical Engineering effective December 31, 1945. (Mr. Shotwell has been on military leave since September 1, 1941).
2. Report that George C. Bubolz, who was employed in October 1943 to teach in the AST program as an Instructor in Foreign Languages, was removed from the payroll on June 30, 1944.
3. Report that the appointment of Lincoln P. Hedeman will terminate on June 30, 1946. He was appointed in 1941 to replace Wade Brinker who was granted military leave and who is to be reinstated.
4. Appointment of Celia Sneden as nurse at the Health Service at a salary of \$1800 per year, effective January 1, 1946, to replace Maude Zindel.
5. Appointment of Marie E. Adams as stenographer in Physics and Astronomy at a salary of \$1320 per year, effective January 1, 1946, to replace Pauline Clune.
6. Appointment of Cornelia Beckwith as Assistant Professor of Textiles, Clothing and Related Arts at a salary of \$1600 for the period January 1 to June 30, 1946. She will replace two members of the staff, one who will be gone during winter term and one during spring term.
7. Reinstatement of Frank Wright as building custodian at the Health Service at a salary of \$2210 per year, effective January 1, 1946. Mr. Wright has been on military leave since December 8, 1942. His salary was at the rate of \$1600 per year when he left.
8. Reinstatement of Alfred H. Leigh as Associate Professor of Civil Engineering at a salary of \$3600 per year, effective January 1, 1946. Mr. Leigh has been on military leave since September 1, 1941. He was an assistant professor at a salary of \$2500 per year when he left.
9. Reinstatement of Wade O. Brinker as Assistant Professor of Surgery and Medicine at a salary of \$3100 per year, effective January 1, 1946. Mr. Brinker has been on military leave since October 1, 1941. He was an instructor at a salary of \$2000 when he left.
10. Appointment of Pauline Nowack as clerk in the Accounting Office at a salary of \$1560 per year, effective as of December 1, 1945.

Appointments

ADDITIONAL ITEMS, continued

Travel

Travel

1. Full expenses for R. C. Huston to attend the meeting of the Librarians of Midwest Universities in Chicago on December 29.
2. Full expenses for G. P. Deyoe to attend a meeting of a sub-committee on evaluation in agricultural education in Pittsburgh on January 2-5. The College will be reimbursed for these expenses by the State Board of Control for Vocational Education.
3. Full expenses for Ralph Young, L. L. Frimodig, John H. Kobs, C. W. Bachman to attend the national athletic meetings in St. Louis, Missouri, on January 8, 9 and 10.

Mich. Tourist Council to build exhibit bldgs. on campus.

Miscellaneous

1. Request from the Michigan Tourist Council for a permit to build an exhibit building on the campus, with the understanding that the Council will meet all costs of grading, construction, utility connections and other costs incidental to the erection of the structure. The College will provide utility and maintenance service when the building is completed and ready for occupancy. This shall include janitor service, lights, heat, water, and general repairs and upkeep.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve item 1.

Hidden Lake Gardens deeded to College.

2. Mr. H. A. Fee of Adrian has deeded the north half of Hidden Lake Gardens to the State Board of Agriculture and will after January 1 deed the south half. He will turn over to Michigan State College before January 1 approximately \$15,000 and there will be an annual income from the estate of Mrs. Fee amounting to approximately \$17,000 per year, and upon his death the income from his estate for the maintenance and operation of this project will be about \$70,000 per year. Copies of the contract as distributed to the Board will become a part of the permanent Board records.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to approve the following resolution:

Resolution sent to Mr. Fee.

WHEREAS, Mr. H. A. Fee of Adrian has indicated that it is now his intention to make effective the agreement between him and the Michigan State College covering the operation and maintenance in perpetuity of Hidden Lake Gardens and to provide funds for its maintenance from the estate of the late Mrs. Fee and subsequently from his own estate; and

WHEREAS, the general objective of this project is improving public and roadside plantings in southeastern Michigan and elsewhere and will result in great public good of lasting and permanent benefit to the people of Michigan and the Michigan State College; and

WHEREAS, the provisions for the maintenance of this project has outlined by Mr. Fee are public-spirited and generous;

NOW, THEREFORE, BE IT RESOLVED by the State Board of Agriculture at its meeting on December 20th to formally accept the terms as agreed to in the negotiations and it pledges itself and the Michigan State College to carry out the terms of this agreement, and

IT IS FURTHER RESOLVED that the Secretary is instructed to convey to Mr. Fee an adequate expression of appreciation and pledged cooperation.

3. Approval of a memorandum of understanding with the A. M. Todd Company of Kalamazoo covering a grant to the Experiment Station to further the work of mint research. This memorandum covers yearly support of this work for the duration of the contract to the amount of \$5000 per year by the Todd Company, to be matched by the College with the support of \$2800 per year plus Dr. Nelson's salary.
4. Report of the payment of the following additional amounts to salaried employees for work during the football season: Alan Scott \$30; Glen Stewart \$24; G. W. Sawdy \$24.
5. Report of the death of S. B. Thomas, County Agricultural Agent in Livingston County, on December 17, 1945. Mr. Thomas had been a member of the Extension staff since November 1, 1934.
6. The Retirement Committee makes the following recommendations:
 - a. Retirement of Mr. Vern Marion, Foreman in the Farm Crops Department, effective March 31, 1946, at a retirement salary of \$480 per year. Mr. Marion has been employed by the College since April 1, 1921.
 - b. Disability retirement of Miss Beatrice Boyle, Assistant State 4-H Club Leader, effective December 31, 1945, at a retirement salary of \$480 per year. Miss Boyle has been employed by the College since January 1, 1928, and has been on leave on account of illness since July 1, 1945.
7. Recommendation that all cooperative housemothers be raised to the uniform rate of \$700 per year, effective January 1, 1946. The following persons are affected:

	Present Salary
Mrs. Lillian Trenary	\$650
Mrs. Molly Kaiser	600
Mrs. Norma Shephard	650
Mrs. Estrid Anderson	600
Mrs. Grace Stanley	600
Mrs. Alice Culbert	650

Memo of understanding with A.M. Todd approved.

Add. amounts to salaried employees

Report of death of S.B. Thomas.

Retirement Vern Marion approved.

Disability retirement Beatrice Boyle approved

All cooperative housemothers to receive uniform wage rate

ADDITIONAL ITEMS, continued

Miscellaneous, continued

8. Transfer of Mrs. Flora Thornton from Abbot Hall to Assistant in the Office of the Counselor for Women and an increase in salary from \$1320 to \$1680 per year, effective January 1, 1946. Mrs. Thornton received room and board in Abbot Hall as a part of her salary.
 9. Recommendation that the six units of the apartment building for married students be named for former students of Michigan State College who have lost their lives in the war, as follows:
 - a. Arthur John Howland--A Captain of Artillery in the U. S. Army and holder of the Legion of Merit, and Air Medal with clusters and the Purple Heart, was killed in action in France on August 27, 1944. He was graduated in Hotel Administration on June 14, 1941, entering from East Lansing, Michigan.
 - b. Joseph Allshouse Pelton--A Lieutenant Colonel in Headquarters Third Army and holder of the Legion of Merit and Bronze Star Medal, was killed in action in France on August 25, 1944. He was graduated in Liberal Arts on June 15, 1936, entering from Pontiac, Michigan.
 - c. William Thomas Rafferty--A First Lieutenant in the 90th Infantry Division of the Third Army and holder of the Silver Star Medal with Oak Leaf cluster and the Purple Heart, was killed in action in Germany on November 26, 1944. He was enrolled as a sophomore in Forestry during 1938-1939, entering from Fremont, Ohio.
 - d. Robert Lionel French--A First Lieutenant in the Armored Infantry and holder of the Silver Star Medal with Oak Leaf cluster, was killed in action in Germany on February 28, 1945. He was enrolled in Applied Science during 1939-1943, entering from Dearborn, Michigan.
 - e. Robert Parker--A First Lieutenant in the Army Air Forces, holder of the Air Medal with Oak Leaf clusters, the Distinguished Flying Cross, and the Silver Star Medal, was lost over New Guinea on November 15, 1943. He was enrolled in Business Administration during 1939-1941, entering from Lansing, Michigan.
 - f. Arthur Kenneth Ungren--A First Lieutenant in the Infantry and holder of the Bronze Star Purple Heart, and Silver Star, was killed in action in Belgium on January 10, 1945. He graduated from Michigan State College in 1932 in Business Administration, entering from Lansing, Michigan.
 10. An Office of Veterans' Affairs has been organized and placed in the All-College Division under the direction of Tom King, with Mr. C. N. McCarty of the Department of Chemistry and Mr. John Pingel of the Athletic Department temporarily assigned to it. It is understood that all matters pertaining to veterans' affairs and all cooperative arrangements with the Federal Veterans' Bureau be centered in this Office of Veterans' Affairs in the All-College Division directly responsible to the President.
- The following employees are authorized subject to the approval of Mr. Tom King and it is understood that on and after January 1st they are to work under his direction and be responsible to him:
- Don C. Maliskey, Central Cleaning Manager, at a salary of \$2700 per year effective December 10, 1945.
- Nelson Ecklund, transferred from the Police Department to work in the bookstore, at a salary of \$2500 per year, effective December 26, 1945.
- Ralph R. Lehr, Clerk and Bookkeeper, at a salary of \$2400 per year, effective December 17, 1945.
- Leon Buysse, Clerk, at a salary of \$2100 per year, effective December 17, 1945.
- Earl W. Sutterby, Clerk, at a salary of \$2100 per year, effective December 17, 1945.
- Hazel Viancour, Typist, at a salary of \$1320 per year, effective December 10, 1945.
- Jeanne Malone, Typist, at a salary of \$1320 per year, effective December 10, 1945.
11. Recommendation from the Administrative Group that half or quarter-time graduate assistants, and holders of graduate scholarships and graduate fellowships who are not required to pay college fees will be given the benefits of Health Service without charge. They will be permitted to purchase college activity books.
 12. Request from the Department of Education that they be authorized to enter into a cooperative relationship in elementary education in cooperation with the School for the Blind and with the Merrill Palmer School in Detroit for interne training of students in childhood education. There will be no cost to the College with either of these arrangements.
 13.
 - a. Accounts from William C. Pearce, Auditor, in the amount of \$620.
 - b. Discussion of the auditor for the college year 1945-46.
- On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve payment of the bill and to request the Finance Committee to make a definite recommendation as to the auditors to be engaged for the current fiscal year, with preference to be given to some nationally recognized firm.
14. Statement from Ralph Calder, Architect, in the amount of \$36,000 for professional services rendered on women's dormitories No. 5 and 6.

Transfer
Flora Thornton
to
Counselor
for Women's
Office.

Six apartment
building
for married
students
to be named
for former
students
killed in
war.

Office of
Veterans
Affairs
set up in
All College
Division.

Grad. Assts.
given benefit
Health Ser-
vice.

Dept. Educa-
tion to en-
ter into
cooperative
relationship
in elementary
Educ.

Finance Com.
to select
auditors for
this fiscal
year.

approve R.C.
Calder's
statement

ADDITIONAL ITEMS, continued

#1000 approved
Forensics
Budget.

Miscellaneous, continued

15. Request for an additional \$1000 for the budget in Forensics.
16. Because a number of college departments will incur deficits during the present year due to increased enrollments and unforeseen expenditures, there is a probability that the total of these deficits may run into a substantial figure. Commitments already made by the Board not included in the budget for this year include the cost of acquiring the properties on Harrison Road, the addition to the Administration Building, and it will be necessary to make provision for the operation of the Office of Veterans' Affairs and the necessary equipment for the beds and other equipment for emergency housing for the winter quarter. General discussion of the financial situation.

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to request the Finance Committee in conference with Mr. Wilkins to give consideration and make recommendations at the next Board meeting for such further transfers as seem to be desirable.

Discussion
housing situ-
ation for
Veterans.

17. Discussion of the housing situation as it pertains to veterans and the need for additional temporary housing of a satisfactory kind with particular reference to a recommendation that 50 Quonset huts be purchased and installed to house returning veterans.

On motion of Mr. Armstrong, seconded by Mr. Mueller, it was voted to authorize the officers to proceed to buy and install 52 Quonset Huts, - 50 of them to be fixed up for housing veterans and two as service buildings at an estimated cost of \$250,000.00.

All veterans
charged tui-
tion at out-
of-state rate.

18. Discussion of the charge to be made to GI Bill trainees in view of the recent act of Congress.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to authorize charging the Veterans' Administration for all veterans at the out-of-state rate.

Increase in
salary for
L. H. Geil.

19. Discussion of the Director of Publications situation.

On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to increase the salary of Lloyd H. Geil, Head of Publications, to \$7,000.00 per year, effective January 1, 1946 and to change his title to Director of Public Relations.

20. Discussion of the requests of the Board to the Governor for inclusion in the call to the special session of the legislature.

M.S.C. named
depository
for Army Map
Service.

21. The Army Map Service of the United States has indicated a willingness to indicate Michigan State College as one of the twenty-five depositories of national maps which involved about 50,000 maps. These maps would be of great value to the Department of Geography and other departments of the College. One of the conditions of acceptance requires that we provide suitable filing cases for them. These cases will cost not to exceed \$2000. Acceptance of the offer will require an appropriation of \$2000.

Transfer H.P.
Sweary to
Asst. Prof.
Eff. Living

22. Transfer of H. P. Sweary from Assistant Professor of Education to Assistant Professor of Effective Living at a salary of \$150 per month for three months effective January 1, 1946. Mr. Sweary will teach half-time. He has been receiving \$300 per month for full-time work.

On motion of Miss Jones, seconded by Mr. Akers, it was voted to approve the Additional Items on which action does not appear.

Approval rent-
al Rainbow
Bowling Alley
for classes of
Phys. Ed.
for Women.

23. The assignment of the Demonstration Hall Ballroom to the Veterans Affairs Office removes one of the areas largely used for classes in women's physical education.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to authorize the renting of the Rainbow Bowling Alley in East Lansing for two hours each forenoon, five days per week for the winter quarter at not to exceed \$600.00 for the period with the understanding that the young women enrolling in the courses in bowling will be charged a laboratory fee to take care of the cost of this rental.

24. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the fall term 1945:

On motion of Mr. Berkey, seconded by Mr. Mueller, it was voted to approve granting the degrees as follows:

SCHOOL OF AGRICULTURE
Degree
Bachelor of Science

Degrees
granted

James Sidney Foster

Walter Soest Illsley
Joyce Elizabeth Kephart

Victor Philip LaBranche

ADDITIONAL ITEMS, continuedMiscellaneous, continued

24. Degrees granted, continued:

SCHOOL OF BUSINESS AND PUBLIC SERVICE

Degree
Bachelor of Arts

Richard Anthony Cross
Margaret Elizabeth Dubry

Sui L. Foo

Marion Fruin Ketcham
Thomas Edward Willis

Degrees
granted

Degree
Bachelor of Science

Dorothy Mary Goralczyk

SCHOOL OF ENGINEERING

Degree
Bachelor of Science

Paul Ivan Kooiker

SCHOOL OF HOME ECONOMICS

Degree
Bachelor of Science

Virginia Carroll Chamberlain
Margaret Ruth Coulter
Ethel Drummond
Julia Anne Morey Engstrom
Florence Irene Gregoric

Christie Louise Kerth
Elinor Lucile Kirshman
Jane Ellen Lehman
Marjorie Delora McGregor
Martha Anne Marland
Evelyn Pierson MacKichan

Mary Augusta Monk
Edith June Parris
Ruth Kistler Perry
Suzanne Seibert
Mary B. Van Allsburg

SCHOOL OF SCIENCE AND ARTS

Degree
Bachelor of Arts

Mary Ann Bancroft
Margaret Hall Dillingham
Beva Blanche Dirksen
Glen Dunn

*Elizabeth Maxine Elliott
Grace Viola Kebler
Alice Patricia King
Ina Lucile Bloore Limmer
Robert Emery McLaughlin

Averil Mclean
Harold Bingham Norman
*Elaine Emma Simons
Elizabeth Jean Simpson

Bachelor of Music

Norma Luella Garthe

Degree
Bachelor of Science

John Louis Anderson
Bryan Athey

Clifford Lloyd House
Richard Lyle Jankoska
Daniel Stanley Mayka

Katherine June Peterson
Fred Bradley Schoomaker

Bachelor of Science in Chemistry

*Grant Milford Haist

Harlan Vance Ogle

**Richard Coleman Pinkerton

SCHOOL OF VETERINARY MEDICINE

Degree
Bachelor of Science
Cecilia L. LaMotte

GRADUATE SCHOOL

Master of Arts

Esther Everett, Home Mgt. & Ch. Dev.
Ruth Marian Heitz, Text. Cl. & R. A.

E. Lavancha Holmes, English
Hervey Lyle Lyon, Education

Master of Science

Esther D. Ambs, Home Economics
Ruth Alexandra Corpron, Paras. & Bact.
Mabel Djang, Bacteriology

Arthur David Jones, Bacteriology
Victor Fred Keefer, Soil Science
Mario Antonio Rodriquez, Economics

The meeting adjourned at 2:45 p.m.

John A. Hannah
President
Paul H. McDonald
Secretary