

2915

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
December 21, 1950

Present: Mr. Brody (Chairman); Messrs. Akers, Mueller, Smith; Miss Jones; President Hannah;
Treasurer May and Secretary McDonel.

Absent: Mr. Armstrong; Dr. Thurston

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Appointments Appointments

1. Appointment of Daniel H. Hickey as Assistant Boxing Coach at a salary of \$60 per month, effective from October 16, 1950 to April 15, 1951.

Extra on Water
Res. contract Miscellaneous

1. Approved two extras in the amounts of \$1,072 and \$420 in the Water Reservoir contract.
2. Approved work to be done on the stadium to make it suitable for Farmers' Week exhibits. The estimated cost is \$1565, and is to be charged to Alterations and Improvements 1950-51.

NEW BUSINESS

Resignations Resignations

1. Resignation of Robert G. Maldegen as 4-H Club Agent in Monroe County, effective December 31, 1950, to enter the insurance business.
2. Resignation of Arthur D. Markle as County Agricultural Agent in Luce and Mackinac Counties, effective December 31, 1950, to enter another field of work.
3. Resignation of Marion Roberts Welke as Dickinson County Home Demonstration Agent, effective December 31, 1950, because of illness.
4. Resignation of E. Alwin Parker as Instructor in Physical Science, effective June 30, 1951. Mr. Parker is on leave until that date, without pay.
5. Cancellation of the appointment of George D. Elonka as Lecturer in General Business for the period from January 1 to June 30, 1951.
6. Resignation of Jack C. Leonard as Instructor (Research) in the Engineering Experiment Station, effective December 15, 1950, to accept another position.
7. Resignation of the following temporary Assistants in Chemistry, effective December 31, 1950:
Mrs. Dorothy Kuether Mrs. Mary Lynn Watson Mrs. Deborah Wheaton
8. Resignation of Robert L. Carmin as Assistant Professor of Geology and Geography, effective December 31, 1950, to accept a position at the University of Illinois.
9. Resignation of Ruth Baas Christian as Instructor (Extension) in Information Services, effective December 31, 1950, to move from East Lansing with her husband.

Leaves Leaves

1. Leave of absence with full pay for Harold L. Sparks, Cass County 4-H Club Agent, from January 1 to June 30, 1951, to work toward a Master's Degree in Agricultural Extension at Michigan State College.
2. Leave of absence without pay for Ruth Edison, Urban Home Demonstration Agent in Grand Rapids, for the month of January 1951. Miss Edison is being married.
3. Extension of leave of absence without pay for Hugh Wilson, Instructor in Written and Spoken English, to August 31, 1951, for health reasons, and with the understanding that his employment will be terminated on August 31, 1951.
4. Extension of leave of absence without pay for Robert R. Mallory, Instructor in General Business, to June 30, 1951. Mr. Mallory has been on leave since October 1 to study at the Judge Advocate School.
5. Leave of absence without pay for George A. Limbocker, Assistant Professor of Mechanical Engineering, from January 1 to August 31, 1951, to work with a manufacturer in Traverse City.
6. Leave of absence with full pay for Sarah Brier, Instructor (Research) in Textiles, Clothing and Related Arts, from October 16 to December 31, 1950, for health reasons.
7. Leave of absence with full pay for Donald H. Baker, Instructor in Physics and Astronomy, from January 1 to March 31, 1951 for health reasons, and with the understanding that he will teach in the 1951 summer school without extra pay.

NEW BUSINESS, continuedLeaves, continued

Leaves

8. Leave of absence without pay for military service for the following employees, effective the date given through June 30, 1951:

Howard Alexander, Assistant Manager in Food Stores, effective November 18
 Robert Ridenour, Custodian II in Buildings and Utilities, effective November 4
 James Proctor, Custodian II in Buildings and Utilities, effective November 24

9. Leave of absence without pay for R. A. Smith, Lecturer in Geology and Geography, from January 1, to March 31, 1951.

Appointments

Appointments

1. Appointment of Mrs. Esther B. Link as temporary Instructor in Short Courses at a salary of \$300 for the period from January 8 to March 2, 1951.
2. Appointment of Mrs. Wilda M. Southworth as temporary Instructor in Short Courses at a salary of \$150 for the period from January 8 to March 2, 1951.
3. Appointment of Lewis H. Stolzy as Instructor in Soil Science, effective October 27, 1950 at no salary from the College, to replace George A. Crabb who is on military leave. His compensation comes from the U. S. Department of Agriculture.
4. Appointment of Arvid Wallace Norlin as Chippewa County 4-H Club Agent at a salary of \$3900 per year, effective January 1, 1951, to replace Karl E. Larson, transferred. His salary will be paid \$2700 Bankhead-Flannagan and \$1200 State Offset.
5. Appointment of Paul Willis Cook as Monroe County 4-H Club Agent at a salary of \$3400 per year, effective January 1, 1951, to replace Robert G. Maldegen, resigned. His salary will be paid \$2700 Bankhead-Flannagan and \$700 State Offset.
6. Transfer of George C. MacQueen from Assistant County Agricultural Agent in Tuscola County to Tuscola County 4-H Club Agent at the same salary of \$3600 per year, effective January 1, 1951.
7. Transfer of Carl John Hanson from Assistant County Agricultural Agent in Kent County to Bay County Agricultural Agent and a salary increase from \$3700 to \$4000 per year, effective January 1, 1951. Mr. Hanson will replace W. E. McCarthy, retired.
8. Transfer of Byron E. Carpenter from 4-H Club Agent in Tuscola County to Assistant County Agricultural Agent in Tuscola County at the same salary of \$3900 per year, effective January 1, 1951.
9. Transfer of Karl E. Larson from Chippewa County 4-H Club Agent to County Agricultural Agent in Luce and Mackinac Counties and a salary increase from \$4000 to \$4300 per year, effective January 1, 1951, to replace A. D. Markle, resigned.
10. Appointment of Alice Mae Harrison as Ionia County Home Demonstration Agent at a salary of \$3200 per year, effective January 1, 1951, to replace Emily Parker, resigned. Her salary will be paid \$2700 Bankhead-Flannagan and \$500 State Offset.
11. Appointment of Mrs. Bernise Hale Miller as Dickinson County Home Demonstration Agent at a salary of \$3600 per year, effective January 1, 1951, to replace Marion R. Welke, resigned. Her salary will be paid \$2700 Bankhead-Flannagan and \$900 State Offset.
12. Appointment of Robert F. Steadman as Lecturer in Political Science and Public Administration at a salary of \$300 for the period from January 1 to March 31, 1951.
13. Appointment of Mrs. Phyllis C. Bartlett as Assistant Field Work Supervisor in Social Service at a salary of \$100 per month, effective from January 1 to June 30, 1951. This is a new position.
14. Appointment of Elizabeth J. Launstein as temporary Instructor in Accounting at a salary of \$385 per month, effective from January 1 to June 30, 1951, to replace Charles P. Woods, resigned.
15. Appointment of Robert John Nulph as Instructor (Research) in the Engineering Experiment Station at a salary of \$3600 per year, effective December 1, 1950, to replace Jack C. Leonard, resigned. His salary will be paid from Gerber Products Company funds.
16. Appointment of Mrs. Corrine LeBovit as Instructor in Foods and Nutrition at a salary of \$2000 for the period from January 1 to June 30, 1951, as partial replacement of Edith Nason, resigned.
17. Appointment of Andrew Thanos as temporary Instructor in Botany and Plant Pathology at a salary of \$283.33 per month, effective from January 1 to June 30, 1951, to replace C. L. Gilly, on leave.
18. Appointment of T. T. Chaddock as Lecturer in Animal Pathology at a salary of \$250 for the period from January 1 to March 31, 1951.
19. Appointment of Jack W. Warren as Lecturer in Animal Pathology at a salary of \$250 for the period from January 1 to March 31, 1951.

NEW BUSINESS, continued

Appointments

20. Transfer of Harry H. Scales from Assistant Professor on the Board of Examiners and Basic College Counseling to Assistant Professor in the Institute of Counseling, Testing, and Guidance and Continuing Education, and a salary increase from \$4600 to \$4800 per year on a 10-month basis, effective January 1, 1951. Dr. Scales will replace E. L. Harden who has been transferred.
21. Appointment of Robert A. Telder as Technical Assistant in Men's Residence Halls at a salary of \$4800 per year, effective January 1, 1951, to September 30, 1951. This is a new position.
22. Transfer of John W. Fitzgerald from Instructor (Research) to Instructor (Extension) in Information Services at the same salary of \$3900 per year, effective January 1, 1951, to replace Mrs. Ruth Christian, resigned. His salary will be paid \$3000 Smith-Lever and \$900 State Offset.

Degrees granted fall term 1950.

Miscellaneous

Inc. salary Robt. White

1. Approval of granting the appropriate degrees to those students who according to the records of the registrar have completed the requirements for graduation. (List is on file in the Registrar's Office.)

Ch. title Ardeth Frisbey to Tech. Hort.

2. Increase in salary for Robert G. White, Assistant Professor (Extension) of Agricultural Engineering, from \$5100 to \$6000 per year, effective January 1, 1951.

Inc. salary Dougl Dunham

3. Change in title of Ardeth L. Frisbey from Instructor (Research) to Technician in Horticulture; and transfer from Board appointment to the Classified list under the Personnel Office, effective January 1, 1951.

Ch. title Gayle B. Robinson

4. Increase in salary for Douglas Dunham, Instructor in Social Science, from \$3900 to \$4200 per year, effective January 1, 1951.

Ch. title Warren F. Burt

5. Change in title of Gayle B. Robinson from Instructor to Technician and Assistant Trainer in Physical Education, Health and Recreation for Men, effective January 1, 1951 and transfer to the Classified Personnel list.

Correction in date appt. David Potter and also Max Nelson

6. Change in title of Warren F. Burt from Office Assistant to Ticket Manager in the Athletic Department, effective January 1, 1951, and transfer from the Classified list to Board appointments, and salary increase from \$4120 to \$5000 per year also effective January 1, 1951.

Inc. salary R.F. Johnston

7. Correction in the effective date of the appointment of David Potter, Associate Professor of Speech, Dramatics, and Radio Education, from September 16 to September 1, 1950.

Pay. \$700 to G.W. Hobbs

8. Correction in the effective date of the appointment of Max Nelson, Assistant Professor of Speech, Dramatics, and Radio Education, from September 16 to September 1, 1950.

Ch. title T.B. Simon & inc. salary

9. Increase in salary for Raymond F. Johnston, Assistant Professor of Physiology and Pharmacology, from \$4800 to \$5500 per year, effective January 1, 1951.

Inc. salary R.F. Noonan

10. Payment of \$700 to G. W. Hobbs, Professor of Mechanical Engineering, for his teaching services during the second six-week session of the 1950 summer school.

Inc. salary C.F. Filter

11. Change in title of Theodore B. Simon from Assistant Construction Engineer to Construction Engineer and an increase in salary from \$4850 to \$5200 per year, effective January 1, 1951.

Inc. salary L.P. Brown

12. Increase in salary for Rolla F. Noonan, Electrical Engineer in Buildings and Utilities, from \$4850 to \$5200 per year, effective January 1, 1951.

Retirements of-

13. Increase in salary for Curtis F. Filter, Mechanical Engineer in Buildings and Utilities, from \$4200 to \$4500 per year, effective January 1, 1951.

L.D. Burhans

14. Increase in salary for L. P. Brown, Manager of the Mimeograph Department, from \$4500 to \$4800 per year, and transfer of Mr. Brown from Board appointment to the classified list under the Personnel Office, effective January 1, 1951.

C.M. Cade

15. The Retirement Committee recommends the following retirements, effective July 1, 1951:

Bruce Fineout

a. Leon D. Burhans, Assistant Professor of Physical Education, Health and Recreation for Men, at a salary of \$1552 per year. He was born November 7, 1885, and was originally employed by the College on September 1, 1922.

Harold Osler

b. Claude M. Cade, Professor of Civil and Sanitary Engineering and Mechanics, at a salary of \$2400 per year. He was born August 29, 1885, and originally employed September 1, 1913.

Fred Perkins

c. Bruce Fineout, College Farm, at a salary of \$663 per year. He was born April 16, 1886, and first employed on April 2, 1931.

Jas. Robertson

d. Harold Osler, County Agricultural Agent, at a salary of \$1778 per year. He was born October 14, 1885, and first employed February 18, 1918.

Glenn Sleight

e. Fred Perkins, Kellogg Bird Sanctuary, at a salary of \$600 per year. He was born December 16, 1885, and first employed January 16, 1932.

Earl Simmons

f. James Robertson, Assistant Professor of Engineering Drawing, at a salary of \$2040 per year. He was born January 15, 1886, and first employed March 1, 1917.

g. Glenn Sleight, Buildings and Utilities, at a salary of \$917 per year. He was born July 1, 1885, and first employed July 1, 1924.

h. Earl Simmons, Buildings and Utilities, at a salary of \$1353 per year. He was born February 24, 1891, and first employed November 19, 1914.

NEW BUSINESS, continuedMiscellaneous, continued

16. The Retirement Committee recommends a leave of absence with full pay for Charles W. Miller, Associate Professor of Physical Science, from January 1 to June 30, 1951, because of illness, and disability retirement without penalty at an annual salary of \$1308, effective July 1, 1951. Mr. Miller has been a member of the staff since September 1, 1928, and has been on sick leave since November 1, 1950.
17. Report of the receipt of \$3517.49 in contributions to the Michigan State College Memorial Center Fund for the period from August 1 to October 31, 1950. A total amount of \$171,648.71 has been received.
18. Receipt of a check for \$20 from the Curtis Publishing Company in payment for the use of a photograph.
19. Receipt of a check for \$200 from Starline Incorporated of Harvard, Illinois, to be used under the direction of A. W. Farrall in Agricultural Engineering to help defray expenses in connection with the Agricultural Engineering Farmers' Week Exhibit on pen barns.
20. Receipt of a check for \$400 from the Southern Michigan Obedience Training Club of Birmingham, Michigan, to be used as a loan fund for veterinary students.
21. Receipt of a check for \$125 from the Spartan Nursery Mothers of East Lansing to be used in the Spartan Nursery School.
22. Grant of \$5 from R. L. Olmstead of Jackson, Michigan, to be added to the A. K. Chittenden Loan Fund.
23. Continuation of a memorandum of agreement with the Tennessee Corporation of College Park, Georgia, covering a grant of \$300 to be used under the direction of Ray Nelson, J. H. Muncie, and M. C. Strong in the Botany Department in a study of the effectiveness of copper fungicides in controlling plant diseases.
24. Approval of a memorandum of agreement with the Lederle Laboratories Division of the American Cyanamid Company of Pearl River, New York, covering a grant of \$1800 to be used under the direction of P. A. Hawkins in Bacteriology in a study of the Relationship of nutrition to parasitic infections. The agreement provides for a graduate fellowship.
25. Receipt of a check for \$50 paid to T. K. Cowden by the Committee for Economic Development in connection with his service on that committee.
26. New Clerk-Typist position in the office of Coordinator for Military Affairs.
27. New Secretary-Departmental II position in the Agricultural Experiment Station.
28. The following reappointments are recommended by the Department Heads and the Deans in accordance with the tenure rules:

a. Second probationary appointment as instructors for two years:

		<u>Effective Date next appt</u>
Davidson, Harold	Horticulture; Short Courses	3-1-51
Edwards, Elsie M.	Speech	1-1-51
Gerbitsen, George C.	Agricultural Chemistry	6-19-51
Heinen, Eunice Jane	Agricultural Chemistry	4-1-51
Kramer, Robert C.	Agricultural Chemistry	3-16-51
Shaffer, James D.	Agricultural Economics	4-1-51
Williams, James A.	Animal Pathology	6-8-51

b. Third probationary appointment as instructors for two years:

Brotzmann, John	Physical Education - Men	1-1-51
Huber, Matthew J.	Civil Engineering	3-15-51
Jackson, Robert A.	Board of Examiners	1-1-51
Johnston, Betty Ruth	Agricultural Chemistry	6-15-51
Kuritsky, Rubin	Mathematics	2-1-51
Mooar, Ada M.	Botany	1-1-51
Niemeyer, Roy K.	Physical Education - Men	6-16-51
Page, Elizabeth	Home Management and Child Development	2-1-51
Spindler, Robert H.	Accounting	1-1-51

c. The following instructors have come to the end of the five-year period without recommendation for promotion. It is recommended by the faculty that they be continued for one additional year:

Kincaid, Gerald L.	Written and Spoken English	3-25-51
Kirk, Russell A.	History of Civilization	3-25-51
Kolovosky, Michael	Effective Living	6-16-51
McKoane, Margaret K.	Physical Education - Women	1-1-51
Mayer, Marilyn	Written and Spoken English	6-15-51

Retirement of Chas. W. Miller approved.

Report contributions Mem. Center fund.

\$20 rec'd from Curtis Pub. Co.

\$200 from Starline Inc.

Check \$400 So. Mich. Obedience Tr. Club \$125 from Sp. Nur. Mother \$5 from R.L. Olmstead for Chittenden

Cont. agree Tenn. Corp.

Memo agree- Lederle Lab. of Am. Cyanamid Co.

\$50 from T.K. Cowden Cl-Typist for coord.

Sec-Dept. II pos. Ag. Exp. Sta.

Approval of reappointments according to tenure

NEW BUSINESS, continuedMiscellaneous, continued

Approval of appointments according to tenure

28. Reappointments under tenure, (continued):

d. Second probationary appointment as assistant professors for three years:

		<u>Effective date next appt.</u>
Andrews, Edward A.	Botany	5-15-51
Boylan, Myles G.	Landscape Architecture	3-1-51
Cheney, L. A.	Education; Agriculture	2-23-51
deZeeuw, Donald J.	Botany	1-1-51
Fields, John Nelson	Forestry	3-1-51
Frey, Kenneth	Farm Crops	4-1-51
Limbocker, George A.	Mechanical Engineering	2-1-51
Mandigo, Jerry H.	Horticulture	4-15-51
Mead, C. David	Literature and Fine Arts; English	1-1-51
Randel, William Claud	Forestry	1-1-51
Rossmann, Elmer	Farm Crops	5-1-51
Staebler, Arthur E.	Kellogg Bird Sanctuary	6-15-51
*Suggitt, Frank W.	Conservation Institute	5-1-51
Vary, Karl A.	Agricultural Economics	4-15-51

e. Assistant professors who have served their second probationary appointment and who acquire tenure with this reappointment:

Johnson, Lawrence A.	Dairy	5-1-51
----------------------	-------	--------

f. Assistant professors who were former instructors and who acquire tenure with this reappointment:

Holland, John B.	Effective Living	1-1-51
------------------	------------------	--------

Additional amounts paid salaried employees

29. Additional amounts paid salaried employees since the last Board meeting:

<u>Athletics</u>		<u>Athletics</u>	
Dale Albin	\$20.00	Noel Miller	\$24.00
F. G. Alexander	24.00	Eino Niemala	45.00
Albert Amiss	25.00	R. B. Nye	24.00
R. D. Angell	33.00	Ralph L. Paul	24.00
L. H. Blakeslee	24.00	James Platt	36.00
James S. Boyd	24.00	Harold A. Price	24.00
C. A. Bruch	33.00	E. C. Prophet	20.00
J. R. Burnett	24.00	George Radimersky	24.00
C. W. Burns	24.00	John Ramsey	37.50
C. M. Chance	24.00	K. C. Randall	24.00
L. E. Chapman	24.00	R. O. Ringoen	24.00
J. A. Clark	24.00	L. S. Robertson	24.00
Kenneth Coe	24.00	Johannes Sachse	24.00
R. L. Cook	30.00	Robert Scott	30.00
C. D. Cuttler	24.00	Virgil Scott	24.00
Harold D'Arcy	24.00	W. M. Seaman	36.00
J. F. Davis	24.00	Laurence Searl	58.00
R. J. Davis	76.00	Vern Severance	33.00
Lorraine Demorest	27.50	Daniel Sheehan	24.00
R. E. Dils	24.00	C.C. Sheppard	24.00
J. H. Emery	33.00	H. C. Smith	24.00
E. A. Erickson	28.00	J. J. Stockton	24.00
Helen Evans	33.00	Max Strother	33.00
Curtis Filter	18.00	C.D. Hause	24.00
F. R. Fladseth	20.00	W. W. Heist	24.00
Stuart Gallacher	61.00	R. L. Heydrick	30.00
C. S. Gerlach	24.00	J. D. Hill	36.00
Gordon Goerner	24.00	S. E. Howell	36.00
Paul G. Gray	36.00	Adrian H. Jaffe	24.00
Lyle D. Green	24.00	R. L. Jenkins	24.00
J. O. Hall	24.00	J. M. Jensen	29.50
C. C. Hamilton	24.00	M. M. Jones	6.00
Lois Harris	5.50	Georges Joyaux	24.00
Harold Hart	24.00	David Kahler	24.00
R. O. Hatton	24.00	T. R. Kennedy	24.00
Elwood Lawrence	24.00	J. M. Klock	24.00
Kirkpatrick Lawton	24.00	G. F. Knapp	33.00
V. E. Leichty	20.00	B. J. Knittle	24.00
R. C. Lewis	24.00	Paul Kyburz	24.00
H. A. Lillevik	24.00		
M. D. Livingood	24.00	<u>Auditorium</u>	
J. Q. Lynd	24.00	Charles Branz	31.00
Keith B. McCall	24.00	L. E. Chapman	27.00
J. B. Mickle	24.00	Lorraine Demorest	27.00
Gale Mikles	20.00	John Emery	36.00
B. P. Millar	24.00	Helen Evans	36.00
Myron Miller	20.00	Helen Greene	70.00
		Lois Harris	3.00

NEW BUSINESS, continuedMiscellaneous, continued

29. Additional amounts paid salaried employees since the last Board meeting: (continued)

Additional
amounts
paid salaried
employees

<u>Auditorium</u>		<u>Miscellaneous</u>	
James Huston	\$12.00	L. E. Chapman	\$ 5.00
Mildred Jeffers	30.00	Stanley Culver	50.00
Floyd Macklem	33.00	Robert Copland	40.00
Elizabeth Parker	6.00	R. L. Cornwall	115.37
Amy Peters	27.00	Benjamin Dayrell	15.00
Elmer Peterson	24.00	Lorraine Demorest	8.00
Varetta Powers	21.00	Dorothy Dietz	11.00
Gail Ryder	30.00	Harman Harter	80.00
Laurence Searl	33.00	Charles Hill	51.70
Robert Troxell	27.00	C. A. Hoppert	10.00
Wayne VanRiper	72.00	James Huston	7.00
Clella Weissinger	33.00	Marilyn Huston	3.00
Neal Whitehead	33.00	Mildred Jeffers	35.00
Loren Wight	21.00	Solis Kates	4.00
Ray Yerkie	18.00	Phyllis Jensen	50.40
H. S. Struck	24.00	William Klomparens	5.00
B. Y. Swope	24.00	Shirley Knaffle	4.00
George Tsuda	20.00	J. Q. Lynd	30.00
R. F. Turner	48.00	Walter Mack	10.00
Wayne VanRiper	37.50	Keith McCall	17.70
David VanStrien	24.00	Earl McIntyre	38.00
John A. Waite	24.00	Carlton Musson	5.00
Bernard Weinstein	24.00	Amy Peters	20.00
Clella Weissinger	33.00	Elmer Peterson	20.00
E. C. Wilcox	57.00	Conrad Posz	21.90
J. A. Williams	24.00	Varetta Powers	10.00
Nathan Willits	24.00	Marjorie Robinson	10.00
H. E. Winters	24.00	J. W. Ruswinckel	97.00
John Yunck	24.00	Albert Rabin	10.00
Howard Zindel	30.00	Gail Ryder	5.00
		Virgil Scott	117.60
<u>Radio Press Box</u>		Orden Smucker	358.00
Jacweir Breslin	30.00	Harold Sponberg	29.10
J. D. Davis	30.00	E. H. Stewart	27.00
Samuel Mercer	40.00	Joyce Teachout	10.00
Charles Pedrey	30.00	James Tintera	14.20
J. N. Moore	28.00	Linn Towsley	6.00
Harold Sponberg	30.00	Robert Troxell	13.00
		Wayne VanRiper	13.00
<u>Adult Education</u>		Lois Watkins	6.75
Charles Hill	21.90	Loren Wight	5.00
J.W. Ruswinckel	48.50	Arnold Williams	25.00
Harold Sponberg	58.70	Elmer Leininger	25.00
Thera Stovall	69.00		
J. B. Tintera	14.90		
		<u>Miscellaneous</u>	
<u>Miscellaneous</u>		Douglas Boyd	23.00
Dale Albin	5.00	Charles Branz	10.00
Benard Black	24.15	E. B. Brauner	56.80
John Blakeslee	38.00	J. B. Bruner	3.45

30. Appropriation of \$700 for the following uses of the Auditorium and Fairchild Theater during winter term 1951:

Approval of
appropriation
\$700 for
uses of
Aud. and F.T.Farmers' Week

Main Auditorium, January 30, 31; February 1 \$300

Fairchild Theater, January 29, 30, 31; February 1 200

Orchestra Concert

Main Auditorium, March 4 100

Band Concert

Main Auditorium, March 11 100

31. Appropriation of \$300 to subscribe to the services of the Institute of International Education, Inc. during the academic year 1950-51.

\$300 to sub-
scribe to
services of
Inst. of Int.
Educ.

32. Special appropriation of \$200 to be used by Dr. Prescott in the Department of Botany during his tenure as President of the Central States Section of the Botanical Society of America. This fund will permit necessary travel and other incidental expenses in maintaining this office for the year. It is customary for the institution employing the President to subsidize this activity.

Approp. \$200
for use of
Dr. Prescott

33. Recommendation that the west end of the second floor hall in the Engineering Building be converted into office space at an estimated cost of \$320, to be charged to Alterations and Improvements 1950-51.

West end of
second floor
hall Engr.
bldg to be
converted to
office space.
House Cav. Rd.
moved to
muck farm

34. Recommendation for moving a small house on Cavanaugh Road to the Muck Farm at an estimated cost of \$1735, to be charged to Alterations and Improvements 1950-51.

NEW BUSINESS, continuedMiscellaneous, continued

- Room in Chem Bldg. converted to small lab.
- Buildings on Schulz property to be sold to high bidder.
35. Recommendation that a small room in the Chemistry Building be converted into a small laboratory for the use of Dr. Huston and Dr. Quill. The estimated cost is \$900 and is to be charged to Alterations and Improvements 1950-51.
36. Report that buildings on the Schulz property have been sold to the high bidder, as follows:
- | | | |
|---------------|-----------|----------------------------------|
| House | \$1100.00 | Louis Nellis, Lansing, Michigan |
| Barn | 16.00 | Louis Nellis, Lansing, Michigan |
| Brooder House | 16.00 | Don S. Creyts, Lansing, Michigan |
| Outhouse | 2.10 | Sara Tena Fair, Mason, Michigan |

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve the President's Report, Resignations, Appointments, Leaves and Miscellaneous items.

- Resolution Re: need for Animal Industries Bldg.
37. Resolution from The Michigan Purebred Dairy Cattle Association relative to the need for an Animal Industries Building.

No action.

38. Representatives of Commonwealth Associates met with the Board to review plans and specifications for the power plant smoke stack prior to requesting bids.

ADDITIONAL ITEMS

Resignations

Resignations

1. Resignation of Kenneth G. Johnson as Instructor in Journalism, effective December 31, 1950, to accept a position as Science Editor with the U. S. Forest Service.
2. Resignation of Herbert J. Hamilton as Instructor in Mechanical Engineering, effective December 31, 1950, to accept a position at the Oldsmobile Company.
3. Resignation of Marion R. Hatfield as Instructor (Research) in Botany and Plant Pathology, effective December 31, 1950, to complete work for the doctorate at Iowa State College.
4. Resignation of H. Maxine Krauter as Catering Supervisor in Dormitories and Food Services and Instructor in Institution Administration, effective December 31, 1950, to accept a similar position at Ohio State University.

Leaves

Leaves

1. Extension of leave of absence with full pay for Dean Howard C. Rather, Dean of the Basic College, through June 30, 1951. Dean Rather has been on sick leave during the fall term.
2. Leave of absence without pay for John C. Bayless, Instructor in Physical Science, from September 1, 1951, to August 31, 1952, to continue work on his doctorate at the University of Michigan.

Appointments

Appointments

1. Appointment of Francis E. Ferguson as Instructor (Extension) in Agricultural Economics at a salary rate of \$5000 per year, effective from January 16, 1951, to September 15, 1952, to replace W. H. Vincent, on leave. His salary will be paid \$3000 Smith-Lever and \$2,000 State Offset.
2. Reappointment of Jack W. Warren as Lecturer in General Business at a salary of \$125 per month, effective January 1, 1951, for as long as necessary.
3. Reappointment of Thomas Patrick Dignan as Lecturer in General Business at a salary of \$116.67 per month, effective January 1, 1951, for as long as necessary.
4. Reappointment of Lindsey Decker as temporary Instructor in Art at a salary of \$400 per month, effective from January 1, to June 30, 1951.
5. Reappointment of John McGoff as Assistant Director of Alumni Relations at a salary of \$3200 per year, effective January 1, 1951, on a permanent basis.
6. Appointment of Garry R. Austin as Assistant Professor on the Board of Examiners and Basic College Counseling at a salary rate of \$4600 per year, effective from January 1 to June 30, 1951, to replace Harry Scales, transferred.

Inc. salary Harvey E. Kappahn

Miscellaneous

1. Increase in salary for Harvey E. Kappahn, Assistant Professor of Agricultural Engineering, from \$4400 to \$4800 per year, effective January 1, 1951. This salary is payable from the State Board of Control for Vocational Education and by the Michigan Rural Electrification Administration organization.
2. Increase in salary for Nathan A. Willits, Instructor in Soil Science, from \$3300 to \$3650 per year, effective January 1, 1951.

Inc. salary N.A. Willits

ADDITIONAL ITEMS, continued

Miscellaneous, continued

3. Change in title of Jacwier Breslin from Assistant Director to Field Secretary and Assistant Director of Alumni Relations, effective January 1, 1951.
4. Change in title of Michael Dmochowski from Assistant Manager to Manager of the Union Building and an increase in salary from \$5000 to \$5500 per year, effective January 1, 1951.
5. Payment of the following amounts to salaried employees:

Ch. in title
Jacwier
Breslin

Ch. in title
M. Dmochowski

Additional
payments to
salaries
employees

<u>Auditorium</u>		<u>Continuing Education</u>	
Charles Branz	\$15	Charles Hill	\$14.90
L. E. Chapman	15	Earl McIntyre	35.20
Lorraine Demorest	15	Malvern Obrecht	115.60
John H. Emery	15	J. W. Ruswinckel	97.00
Helen Evans	15	E.L.V. Shelley	21.90
Helen Greene	35.	Harold Sponberg	14.90
James Huston	3	I. A. Whitaker	113.60
Mildred Jeffers	15	Fred Woolman	50.40
Floyd Macklem	15		
Amy Peters	15	<u>Miscellaneous</u>	
Elmer Peterson	15	John Blakeslee	12.00
Varetta Powers	12	Douglas Boyd	5.75
Gail F. Ryder	9	Betty Cochran	4.00
Laurence Searl	16	Robert Copland	40.00
Robert Troxell	15	R. L. Cornwall	28.84
Wayne VanRiper	35	S. J. Culver	35.00
Clella Weissinger	19	Benjamin Dayrell	5.00
Neal Whitehead	15	Mary B. Franklin	6.00
Loren Wight	9	James T. Huston	5.00
Ray Yerkie	12	Marilyn Huston	4.55
		William Klomprens	25.20
<u>Special Courses and Conferences</u>		Madison Kuhn	193.20
James M. Apple	80	John T. McCall	179.00
W. D. Baten	200	Carleton Musson	16.00
Paul J. DeKoning	80	J. Kenneth Richards	175.00
W. S. Gamble	80	Linn Towsley	16.00
A. W. Heilman	80		
Robert Jeffries	200		
S. C. Lee	80		
David Potter	80		

6. Grant of \$14,985 from the National Institute of Mental Health of the U. S. Public Health Service of Washington, D. C., to be used in the Social Research Service for a study of the strengths in mental health.
7. Grant of \$500 from the Michigan State Florists Association of East Lansing to be used under the direction of Paul Krone in Horticulture for the part purchase of a light intensity recorder.
8. Grant of \$2500 from the Dow Chemical Company to be used under the direction of C. C. DeWitt, C. O. Harris and E. A. Finney in the Engineering Experiment Station to study the effect of the addition of various amounts of Peladow and Dowflake calcium chloride on the compressive strength of concrete, the setting time of standard mortar, and the workability of concrete.
9. At a joint meeting of the Michigan Crop Improvement Association and the Michigan Foundation Seed Association, the following resolution was unanimously adopted:

Grant of
\$14,985 from
Nat. Inst.
of Mental
Health
\$500 from
Florists
Assoc.
\$2500 from
Dow Chem. Co.

"Whereas, Seed produced as the result of twenty years of research at Michigan State College plus seed to be used in the making of Certified seed are stored in a wooden building which could be readily destroyed by fire; and whereas such a fire would cost Michigan farmers millions of dollars in potential crop income; Be it resolved that the State Board of Agriculture do everything in its power to provide temporary fireproof storage for seed on hand, and be it further resolved that sufficient funds be requested of the State Legislature to provide a permanent processing and storage plant."

Resolution
from Mich.
Crop Improve-
ment Assoc.
and Mich.
Foundation
Seed Assoc.

No action.

10. Recommendation for the installation of a radiator and thermostat in the small brick building used by the Psychology Department to house experimental rats at an estimated cost of \$130, to be charged to Alterations and Improvements 1950-51.

Installation
of radiator
and thermostat
in small brick
used by
Psychology

On motion of Miss Jones, seconded by Mr. Mueller, it was voted to approve the Additional Items, except item 9 under Miscellaneous on which no action appears.

SPECIAL MISCELLANEOUS

1. Recommendation for the purchase of approximately 33 acres of land contiguous to the Lake City Experiment Station at a cost of \$4500. This piece of property is in the corner of the College holdings and will complete a block of land. It is understood that Mr. and Mrs. Fred Delo, the present owners, will retain a life lease to live in the house. Both Mr. and Mrs. Delo are over 75 years of age.

Purchase of
33 acres of
land at Lake
City from
Delos

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

SPECIAL MISCELLANEOUS, continued

2. Discussion of wage and salary adjustments in light of the action recently taken by the State Civil Service Commission, and by the Board of Regents, the State Board of Education, and the Board in Control of the Michigan College of Mining and Technology.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to request the legislature for a supplementary appropriation of \$568,758 to be used for salary and wage adjustments in accordance with the following policies:

- (1) These adjustments are to be effective January 1, 1951, but no payment will be made to employees until this supplementary appropriation is made available by the legislature.
- (2) Wages and salaries are to be increased approximately 10% for each employee but with the understanding that all increases granted since the establishment of the budget for the current year on July 1, 1950, are to be deducted from this adjustment.
- (3) The maximum increase in the annual rate under this adjustment is not to exceed \$1000 per year.
- (4) Full time regular employees on the hourly payroll are to be given a minimum increase of five cents per hour. This does not apply to the student minimum rate.
- (5) It is understood that the President will review the cases of all individuals on the salary payroll that have received individual salary adjustments since July 1st and that he will recommend for Board approval any variations from No. 2 above, since it is probable that it will be desirable to make some exceptions to this rule.

3. Recommendation that the salary of Ralph Young, Director of Athletics, be increased from \$10,000 to \$11,000 per year, effective January 1, 1951.

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

4. Recommendation from the Alumni Advisory Council that the following be inscribed on the corner stone of the chapel:

1951

IN HONOR OF THOSE WHO SERVED THEIR COUNTRY
AND IN MEMORY OF THOSE WHO MADE THE SUPREME
SACRIFICE

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to approve the above recommendation of the Alumni Advisory Council.

5. At the November 23, 1933, Board meeting, action was taken by the Board allowing the inventor of patented items who is a member of the College staff royalties amounting to 20 per cent of the amount received by the State Board of Agriculture. The National Research Corporation and the Faculty Committee on Patents recommend that the former action of the Board be amended to a percentage of between 12 and 15 per cent.

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

6. The joint committee authorized at the last Board meeting proposes the following policy statement:

"The State Board of Agriculture recognizes that political affairs and issues are of real import and concern to members of Michigan State College staff, as they are to other citizens in our democratic society. Because of their special background and qualifications, Michigan State College faculty members have an important contribution to make in bringing their knowledge and abilities to bear on political problems of national and local significance.

"As a citizen a member of the Michigan State College staff has the same rights and responsibilities as any other citizen to write or speak freely. His special position, however, imposes special obligations to indicate that he is not an institutional spokesman, to be accurate, and to exercise appropriate restraint. A staff member has a binding obligation to discharge his instructional or other regular duties. His ability to discharge these duties may be impaired by any private activity requiring a large portion of his time. For the mutual protection of the College and the staff member, it is the policy of the Board that a staff member campaigning as a political party's candidate for a state or federal office shall do so on his own time and for the period of such candidacy will obtain a leave of absence or continue his work at the college on a part-time basis. Final determination for such decisions shall rest with the Board.

"A member of the staff may become a candidate for an office of a temporary or part-time nature, such a membership on a municipal charter revision commission or as a delegate to the State Constitutional Convention, or as a member of a local school board, and such candidacy will not require a leave of absence from the State Board of Agriculture.

"It is the intent of this policy to safeguard the freedom of speech, thought, and action of staff personnel and to avoid the impairment of the significant contributions they are capable of making towards the definition of political issues and the solution of political problems in a democratic manner."

To ask legislature for supplemental appropriation of \$568,758 to be used for salary and wage adjustments.

Inc. salary Ralph Young

Approval of inscription on corner stone of chapel

Bd. action amended re: payment of royalties to staff members.

Policy statement proposed re: political affairs of staff members

SPECIAL MISCELLANEOUS, continued

6. Policy statement, continued:

On motion of Mr. Brody, seconded by Miss Jones, it was voted to instruct the President to notify the Committee that it had no objection to the suggested draft outlined above and that when it is ratified by the A.A.U.P. it is ready to approve it as a policy for the institution.

7. The following is a recommendation from Mr. May:

"The Kellogg Center's original budget, for which funds have been provided, anticipated an expenditure for furnishings and kitchen equipment of \$250,000. Orders have already been placed for \$300,142.49 worth of equipment and, according to the best estimates of Mr. Foster and Mr. Scott, another \$150,000 will be required. This means that approximately \$200,000 additional will be needed to furnish and equip this facility.

"Part of this overrun is due to rapidly increasing prices and part of it to a misunderstanding on the original estimate. Mr. Scott and Mr. Foster inform me that they originally expected it would cost \$250,000 plus the Hotel contribution of \$100,000, whereas only the \$250,000 including the Hotel contribution was provided.

"At the present time we have accumulated a little over \$240,000 from the Quonset operations and the service charges made to the Barracks. It would be my recommendation that we use these funds to take care of the immediate needs of the Kellogg Center and that we continue to make charges against the Barracks to build up sufficient reserve to take care of any further major repairs or expense in connection with removal of the temporary buildings.

"I think the Board should also know that, as yet, no provision has been made for covering architect's fees on this project and we will, at some later date, have to provide the necessary funds for this expense."

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve Mr. May's recommendation and he is authorized to make the necessary fund transfers.

8. Request from the W. K. Kellogg Consolidated Agricultural School for an allotment of approximately 5 3/4 acres of land from the W. K. Kellogg farms and adjacent on the east end of the present W. K. Kellogg School property. This acreage, which covers approximately 33 rods east and west and 30 rods north and south, will be used for an expansion of their athletic and playground activities. It is recommended that it be transferred to the Kellogg School District by a 99-year lease or by a conditional deed, and that the deed or conditional lease should indicate that this land is being transferred to the school only for school purposes and that any time it is not used for such school purposes and not under the active supervision and control of the School District it would revert to Michigan State College.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve the request for the transfer of title of approximately 5 3/4 acres of land from the W.K. Kellogg Farms to the W.K. Kellogg Consolidated Agricultural School to be used for educational purposes, with the understanding that if it ceases to be used for educational purposes the title is to revert to Michigan State College.

9. The Board discussed at some length the possible refinancing of some of the dormitory bond issues. It was decided to reconsider this matter again in a few months but to take no action at this time.

10. The President discussed with the Board various proposals with reference to Olivet College.

The Board authorized the President to advise the people at Olivet that in view of the present national emergency, it does not seem probable that this Board will be able to render any real assistance to Olivet in solving its problems.

11. Mr. May reported further developments in connection with the acquisition of the kind of fire insurance desired by the Board covering college property.

Mr. May was authorized to proceed to prepare detailed recommendations covering each building to be distributed to the Board members soon so that definite action can be taken at Feb. Bd. meeting.

Dean Dye of the School of Home Economics had lunch with the Board and discussed some of the problems in the School of Home Economics.

The Board viewed a showing of the new moving picture "Postmark East Lansing."

The Board adjourned at 3:15 p.m.

Mr. May to make necessary fund transfers for the equipping of the Kellogg Center for Continuing Education.

5 3/4 acres of land from Kellogg farms to be trans. to Kellogg Consolidated School on 99-year lease or by conditional deed

Discussion of possible refinancing of some of dorm bond issues.

Proposals from Olivet College.

Report of Mr. May re: fire insurance

John A. Howard
President

Karl H. McDonald
Secretary