

Minutes of the Meeting
of the
State Board of Agriculture
April 16, 1942

Present: Mr. Berkey (Chairman); Mr. Akers, Mr. McPherson; Mrs. Masselink; President Hannah; Secretary McDonel

Absent: Mr. Brody; Mr. Jakway; Dr. Elliott; Treasurer Wilkins.

The meeting was called to order at 10:25 A.M.

The minutes of the previous meeting were approved.

Resignations RESIGNATIONS

1. Resignation of L. D. Barnhart as Assistant Professor of Speech and Radio Assistant, effective July 31, 1942. Mr. Barnhart has accepted a position as Production Manager of a Radio Station in Iowa.
2. Resignation of Miss Ruth E. Carr as Instructor and Assistant in Research in Foods and Nutrition, effective March 31, 1942. Miss Carr has accepted a position with Swift and Company.
3. Resignation of E. E. Hagen as Instructor in Economics, effective March 31, 1942. Mr. Hagen has accepted a position with the National Resources Planning Board at Washington, D. C.
4. Resignation of L. M. Hutchings as Instructor in Bacteriology, effective April 30, 1942. Dr. Hutchings has accepted a position at Purdue University.
5. Resignation of Ardis Nugent as Home Demonstration Agent in Washtenaw County, effective May 31, 1942. Miss Nugent is to be married.
6. Resignation of C. L. SanClemente as Research Assistant in Bacteriology, effective March 31, 1942. Mr. San Clemente has accepted a position at Western Reserve University.
7. Resignation of Bertha Tiedt as stenographer at the Health Service, effective April 7, 1942. Miss Tiedt is resigning because of family circumstances.
8. Resignation of Miss Jean Burwell as stenographer in Agricultural Engineering, effective as of March 23, 1942. Miss Burwell has accepted another position.
9. Resignation of Miss Teresa Sullivan as hostess at the Bailey House Annex, effective March 31, 1942. Miss Sullivan is now hostess of the Alpha Chi Omega Sorority.
10. Resignation of Irven T. Larsen as half-time graduate assistant in Farm Crops, effective April 15, 1942. Mr. Larsen has completed his work for the Master's degree and has been called into military service.
11. Resignation of Eugene Trombley as half-time graduate assistant in Mathematics, effective March 31, 1942. Mr. Trombley has accepted a position with the Chrysler Corporation.
12. Resignation of Martin Van Scheid as half-time graduate assistant in Dairy Husbandry, effective May 4, 1942. Mr. Scheid will complete his course work in June.
13. Resignation of Joel B. Montague as quarter-time graduate assistant in Sociology, effective March 31, 1942. Mr. Montague should receive \$200 for the two terms' work. He has accepted a full-time position.
14. Resignation of Oliver J. Lien as half-time graduate assistant in Chemistry, effective March 31, 1942. Mr. Lien has resigned to devote full time to graduate study.

On motion of Mrs. Masselink, seconded by Mr. McPherson, it was voted to accept the Resignations.

Leaves LEAVES

1. Extension of sick leave without pay for Catherine Keating, nurse at the Health Service, from March 16 to April 15, 1942.
2. Leave of absence without pay for Sidney H. Newman, Assistant Professor of Psychology and Philosophy, effective for the period from April 4 to August 31, 1942. Dr. Newman will work with the Office of Facts and Figures in Washington.
3. The following men have been called for military service, and leaves of absence without pay for one year are recommended:
 - a. James Kline, Cook at Mary Mayo, effective February 15, 1942. Mr. Kline was a Reserve Officer.
 - b. Franklin Sherman, Research Assistant in Entomology, effective April 3, 1942. Mr. Sherman was a Reserve Officer.
 - c. Nevels Pearson, Assistant State Club Leader, effective May 1, 1942. Mr. Pearson was a Reserve Officer.

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

APPOINTMENTS

Appointments

1. Appointment of Robert C. Townley as Research Assistant in Bacteriology and as Special Agent of the Bureau of Animal Industry at a salary of \$2000 per year, effective April 1, 1942. The salary will be paid \$1500 by the Bureau of Animal Industry and \$500 by the College. Mr. Townley will replace C. L. San Clemente (salary \$2000) who has resigned.
2. Appointment of Arthur D. Markle as County Agricultural Agent for Ontonagon County at a salary of \$2100 per year, effective April 20, 1942, on a year to year basis. Mr. Markle replaces K. J. Moilanen (salary \$2200) who is on military leave.
3. Appointment of Miss Ruth Evelyn Sanders as Assistant in Research in Agricultural Chemistry at a salary of \$1200 per year on a permanent 12-month basis, effective May 1, 1942. Miss Sanders will replace B. H. Pringle (salary \$1200) who has resigned.
4. Appointment of Miss Marjorie Dunham as stenographer in Agricultural Engineering at a salary of \$1200 per year, effective March 16, 1942. Miss Dunham replaces Jean Burwell (salary \$1200) who has resigned.
5. Appointment of Miss Lucille Palmatier as stenographer in Landscape Architecture at a salary of \$1200 per year, effective April 15, 1942. Miss Palmatier replaces Dorothy Dunn (salary \$1200) whose resignation has been accepted.
6. Appointment of Miss Alyce Folks as stenographer at the Health Service at a salary of \$1260 per year, effective April 4, 1942. Miss Folks replaces Miss Tiedt (salary \$1260) who has resigned.
7. Appointment of Mrs. Emma P. Atherton as hostess at the Bailey House at a salary of \$30 per month on a temporary basis for three months beginning April 1, 1942. Mrs. Atherton will replace Miss Sullivan.
8. Appointment of Edwin M. Larsen as Instructor in Chemistry at a salary of \$2100 per year on a permanent 9-month basis, effective September 1, 1942. Mr. Larsen will replace C. N. McCarty who is on military leave (salary \$2300).
9. Transfer of Alice Mary Briant from a half-time graduate assistantship in Foods and Nutrition to Instructor and Research Assistant in Foods and Nutrition at a salary of \$750 for five months beginning April 1, 1942. Miss Briant will replace Ruth Carr who has resigned.
10. Appointment of Mrs. Esther Stulberg as part-time assistant in Home Economics at a salary of \$300 for three months beginning April 1, 1942, and payable from Purnell Funds. Mrs. Stulberg will replace Alice Briant.
11. Appointment of Dr. Albert J. Huggett as Assistant Professor of Education at a salary of \$3200 per year on a permanent 9-months basis, effective September 1, 1942. This is a new position necessary because of the new courses in elementary education. Dr. Huggett has taught in the 1940 and 1941 summer sessions and will teach in the 1942 summer session.
12. Appointment of Paul C. Polmantier as Assistant Professor of Education at a salary of \$2600 per year, effective September 1, 1942. Mr. Polmantier will replace M. J. Williams (salary \$2600) who will be on military leave.
13. Appointment of Dr. Charles E. Black as Lecturer in Clinical Pathology at a salary of \$225 per year, effective July 1, 1942. Dr. Black has been employed on the same basis for the past two years but has been paid from the maintenance budget of the Pathology Department.
14. Appointment of Philip A. Hawkins as Instructor and Research Assistant in Parasitology at a salary of \$2400 per year, effective July 1, 1942. Mr. Hawkins will replace Dr. Chandler.
15. Reinstatement of William Martin as quarter-time graduate assistant in Chemistry for spring term 1942.
16. Appointment of Miss Joyce Mallmann as quarter-time graduate assistant in Sociology at a salary of \$100 for spring term 1942. Miss Mallmann replaces Joel B. Montague.
17. Appointment of Bruce Johnson as half-time graduate assistant in Dairy Husbandry, effective May 5, 1942, for the rest of spring term.
18. Half-time graduate assistantships for 1942-43 are recommended as follows:

Chemistry

- Paul Beebe, Jr. to replace M. A. Terpstra.
- Roberta Lonstreth to replace John J. Dill.
- Edwin Leo Baker to replace Oliver J. Lien
- Kenneth J. Olson to replace William H. Lynch
- John McCallum to replace John Maskal
- Stanley M. Brandt to replace William H. Martin and George Koch who held quarter-time graduate assistantships.
- Jorge Awuapara to replace himself and Wayne Barrett who held quarter-time graduate assistantships.
- Reappointment of Marjorie Jean Leshner, William J. Abraham, Peter Pawlyk, and Robert B. Young.

APPOINTMENTS, continued

18. Half-time graduate assistantships for 1942-43, continued:

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|--------------------|---|
| Dairy Husbandry | - Bruce Johnson to replace Martin Van Scheid |
| Engr. Exp. Station | - William H. McKinney to replace Ralph W. Rogers. |
| Physics | - Bernard Rothlein to replace Robert D. Spence. |

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

TRAVEL

1. Full expenses for R. H. Kelty to attend a meeting in Washington, D. C., on March 26, to discuss prices on honey. The Office of Price Administration called the meeting.
2. Full expenses for A. B. Love to accompany a delegation of bean growers to Pittsburgh, Pennsylvania, on April 1 to attend a hearing held in connection with the National Cannery Association on the problem of securing a more adequate tin supply for the emergency bean situation.
3. Full expenses for V. R. Gardner to attend a meeting of Experiment Station Directors at Peoria, Illinois, on April 28 and 29.
4. Full expenses for H. B. Dirks to attend the Midwest Power Conference in Chicago on April 9 and 10.
5. Full expenses for C. A. Rosenbrook to attend a conference of the Educational Buyers Association in St. Louis, Missouri, on May 7-9.
6. Full expenses for A. B. Love to represent the College at a conference called by the U. S. Department of Agriculture in Chicago on April 7.
7. Full expenses for Roy Decker to attend the War Department Civilian Defense School at College Station, Texas, on April 17 to May 4. The College may be reimbursed by the War Department for the expenses of the trip.
8. Full expenses for V. E. Leichty to attend a meeting on the subject of remedial reading at Pennsylvania State College on April 17. Expenses are to be charged half to the Orientation budget and half to the Cooperative Study fund.
9. First-class railway fare only for W. A. Davenport to attend the annual meeting of Buildings and Grounds Superintendents at the University of Pennsylvania in Philadelphia on May 4-6.
10. First-class railway fare only for H. L. Womochel and C. C. Sigerfoos to attend the meeting of the American Foundry Association in Cleveland, Ohio, on April 20-24.
11. First-class railway fare only for M. G. Larian to attend the American Institute of Chemical Engineers in Boston, Massachusetts, on May 11-13.
12. First-class railway fare only for one member of the History Department to attend the meeting of the Mississippi Valley Historical Association in Lexington, Kentucky, on May 7-9.
13. First-class railway fare only for C. R. Hoffer to attend the meeting of the Ohio Valley Sociological Society in Columbus, Ohio, on April 24 and 25.
14. Mileage on one car for five members of the Mathematics Department to attend the meeting of the American Mathematical Society in Chicago on April 17 and 18.
15. Mileage on one car for W. H. Combs, J. T. Caswell, and M. M. Knappen to attend the meeting of the Midwest Political Scientists near Mitchell, Indiana, on May 15-17.
16. Out-of-state authorization and expenses of \$70 each for not to exceed four members of the staff to attend the summer work shop at the University of Chicago. This is to be paid from the Cooperative Study fund.

On motion of Mr. Akers, seconded by Mrs. Masselink, it was voted to approve the Travel items.

Appro. agreement & grant Stauffer Chem & Freeport Sulfur

MISCELLANEOUS

\$100 from Detroit Garden Club for student loan fund

Fees Ralph Bigelow waived spring term.

Fees waived C. T. Cheng &

Miss Eva Lu for spring

Change in

Bell's title.

1. Approval of a memorandum of understanding and acceptance of a grant of \$500 from the Stauffer Chemical Company of New Orleans and the Freeport Sulfur Company of New York City for special work on spray materials furnished by the companies.
2. Acceptance of a check for \$100 from the Detroit Garden Club to establish a student loan fund to be known as "The Nettie Clark Caron Memorial Loan Fund".
3. Recommendation that fees for Ralph Bigelow be waived for spring term and that he be paid at the rate of \$5 per week during spring term. Mr. Bigelow was injured while working during the summer of 1941.
4. Report of transfer of waiving of fees for Miss Kimmy Au to Mr. C. T. Cheng who is a student in Veterinary Medicine.
5. Report of Approval of waiving of fees for Miss Eva Lu, a Chinese student in Home Economics, for spring term 1942.
6. Correction of title of Richard W. Bell to Extension Instructor in Farm Crops.
7. Report of approval of correction in the salary of Fred Vogel authorizing the payment of his

MISCELLANEOUS, continued

7. (Continued)

salary from December 1 to March 15 on a full-time basis, rather than from December 1 to April 15.

8. Report of extra remuneration paid to staff members for services at athletic events during winter term, as follows:

| | | | |
|------------------|--------|------------------|---------|
| Carl W. Carlson | \$2.00 | C. A. Rosenbrook | \$12.50 |
| Ray L. Cook | 12.00 | E. C. Tabor | 12.00 |
| Russell J. Davis | 14.00 | James Tyson | 12.00 |
| O. L. Everett | 2.00 | R. M. Warren | 10.00 |
| J. E. Jepson | 10.00 | Rodney Whiting | 5.00 |
| John M. Kutt | 5.00 | R. J. Corwin | 2.50 |
| G. C. Langham | 6.00 | Dave Baldwin | 2.00 |

Correction salary Fred Vogel

Approval payroll for services at athletic events.

Payment of \$175 to Dr. Hoffer for work with an ext. course.

Payment \$6.65 Henry Strayer

Ed Shipley Chief of Aux. Fire Dept. for College.

Payment \$60 to Gov. Bds.

\$400 added to budget of Applied Sci.

\$2500 approp. for budget of WPA projects.

\$2000 for Chem not approved.

\$150 requested for Fairchild & Aud. Music events

Death of alumni reported - because of military service.

Transfer of C. A. Rood to District Club Agent.

Transfer of O. F. Walker to Upper Peninsula.

Reappointment Mrs. Codd at Ewing House

Philippa Yelland to teach 1 course Summer School

Appointment Paul C. Polmantier

Travel R.J. Coleman to Columbus, O.

9. Additional remuneration of \$175 for C. R. Hoffer for work in connection with an extension course in Sociology in Jackson.

10. Payment of \$6.65 to Henry Strayer as compensation for time lost because of a foot injury received while working.

11. Request from M. V. Croy, Fire Chief of East Lansing, for the appointment of Edward Shipley as Assistant Chief of Auxiliary Fire Department for the College Division. This is part of the Civilian Defense Program.

12. Statement from the Association of Governing Boards in the amount of \$60 for dues for the year 1941-42.

13. Request for an additional appropriation of \$400 for the maintenance budget of the Applied Science Office. The cost of the Divisional Bulletin in the amount of \$409.92 was added this year to the usual running expenses.

14. Request for an additional appropriation of not to exceed \$2500 for the budget of the WPA projects. Also authorization to use funds from the Athletic Revolving Fund for the building of tennis courts.

15. Request for an additional appropriation of \$2000 for the budget of the Chemistry Department.

Not approved.

16. Request for the following appropriations for the use of the Auditorium and Fairchild Theater:

| | |
|--|----------|
| A Cappella Choir Concert, Fairchild Theater, May 12. | \$ 50.00 |
| Chorus Concert, Auditorium, May 19 | 100.00 |

17. The Alumni Office reports the death of the following alumni:

Arthur Alfred Amron of Rockaway Park, New York; graduated in Hotel Administration on June 10, 1940; killed in action in the Philippines on January 28, 1942.

Ezetic Paul Lauzun of East Lansing, graduated in Engineering on June 10, 1940; killed in a bomber crash near Livermore, California, on April 12, 1942.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the Miscellaneous items except No. 15 which is disapproved.

ADDITIONAL ITEMS

1. Transfer of C.A. Rood from his position as Assistant State Club Leader for the Upper Peninsula to the position of District Club Agent for Charlevoix, Antrim, Emmet, and Cheboygan Counties at no change in salary, effective June 1, 1942. This transfer is necessitated because of illness in Mr. Rood's family which requires his being home more frequently.

2. Transfer of O. F. Walker from his position as District Club Agent in these counties to the position of Assistant State Club Leader for the Upper Peninsula at a salary of \$2700 per year, effective June 1, 1942. Mr. Walker has been receiving \$2200 per year.

3. Reappointment of Mrs. Kathleen W. Codd as hostess at Ewing House at the same salary of \$85 per month plus maintenance, effective as of January 1, 1942, on a permanent basis.

On motion of Mrs. Masselink, seconded by Mr. McPherson, it was voted to approve the above items.

4. Appointment of Miss Philippa Yelland to teach one course, Education 321, Children's Literature, during the first session of the 1942 Summer Term, at a salary of \$150.00. (Miss Yelland is to remain one-half time in the Library).

5. Appointment of Dr. Paul C. Polmantier to teach educational psychology and mental hygiene during the first session of the 1942 Summer School, at a salary of \$400.

6. Full expenses for R. J. Coleman, Head of Radio Broadcasting, to attend the annual Institute for Education by Radio, at Columbus, Ohio, May 3 to 6.

On motion of Mrs. Masselink, seconded by Mr. McPherson, it was voted to approve items 4, 5, and 6.

April 16, 1942

ADDITIONAL ITEMS, continued

Mr. Cress
authorized to
sell Oakland
Co. bonds.

7. Recommendation of Mr. Cress of the Ann Arbor Trust Company that he be authorized to sell the \$50,000.00 worth of Oakland County, Michigan, Highway Imp. 3's 1954/57 bonds at \$102.25.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve the sale of the Oakland County bonds at \$102.25.

8. Bids were opened April 16th on the headhouse for the Sugar Beet Greenhouses as follows:

Christman Co.
awarded bid
on sugar beet
greenhouses.

| | | <u>Alternate</u> |
|--------------------|------------|------------------|
| Christman Company | \$6,065.00 | -\$1775 |
| Reniger Const. Co. | 7,461.00 | - 2000 |
| Granger Bros. | 7,380.00 | - 1380 |
| F. J. Corr & Son | 7,800.00 | - 2370 |

Best wishes
to be con-
veyed to Mr.
Wilkins

It is recommended that the contract be let to the low bidder, the Christman Company of Lansing.
On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to let the bid on the headhouse to the low bidder,

9. Recommendation that the Secretary be authorized to convey an appropriate expression of the Board's best wishes for a speedy recovery to Mr. Wilkins, who is ill in Athens, Georgia.

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

The meeting adjourned at 12.00 o'clock noon.

John A. Hannah
President

Paul H. McDowell
Secretary