

MINUTES OF THE MEETING  
of the  
FINANCE COMMITTEE  
May 25, 1962

The Finance Committee convened at Kellogg Center at 7 o'clock for breakfast.

The following members were present: Messrs. Huff, Merriman, Smith, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin.

Absent: Mr. Harlan; Dr. Bartlett

1. Mr. Cress and Mr. Harding met with the Trustees at breakfast for their annual accounting and discussion of investment policies.
2. Mr. Earl Cress and Scudder, Stevens & Clark recommend:

Investment  
recommendations.

Forest Akers Fund

Recommend purchasing:

<u>Amount</u>	<u>Security</u>	<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
1/5 sh.	Transamerica Corp. (holding 142 4/5 shs. after 2% stock dividend paid May 15)	42	\$ 9		

Jenison Fund

Recommend selling:

\$15,000	U. S. Treasury 2 1/2s 9/15/72-67	89	\$13,350	\$375	3.69%
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Recommend purchasing:

\$15,000	U. S. Treasury 3 7/8s-4/15/71	100	15,000	581	3.91%
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Pension and Retirement Fund

Recommend selling:

\$125,000	U.S. Treasury 2 1/2s-12-15-72/67	89	\$111,250	\$3,125	3.67%
\$175,000	U.S. Treasury 3 1/2s-2-15-90	92	161,000	6,125	3.92%
			<u>\$272,250</u>	<u>\$9,250</u>	<u>3.4%*</u>

Recommend purchasing:

\$110,000	U. S. Treasury 3 7/7s-4/15/71	100	\$110,000	\$4,262	3.91%
13,000 shs	Union Pacific 40¢ Prd. \$0.40	9	117,000	5,200	4.44%
300 shs	Bethlehem Steel 7% Prd. 7.00	151	45,300	2,100	4.63%
			<u>\$272,300</u>	<u>\$11,562</u>	<u>4.2%*</u>

Rackham Fund

Recommend selling:

\$115,000	U. S. Treasury 2 1/2s-6/15/72-67	89	\$102,350	\$ 2,875	3.70%
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Recommend purchasing:

\$100,000	U. S. Treasury 3 7/8s-4/15/71	100	\$100,000	\$ 3,875	3.91%
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On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the above recommendations.

3. Communication from Mr. May, as follows:

Mr. Cress met with the Board to discuss financing of Dormitory No. 3 and recommendations concerning part of the financing of Case Dormitory. It is expected that we will need Board approval of the following items:

- (1) Authorize the filing of a \$4,000,000 loan with the Housing and Home Finance Agency to cover part of the cost of Dormitory No. 3. The current rate of interest is 3-3/8%. Security would be pledge of earnings from the new dormitory.
- (2) Authorize the issuance of \$6,100,000 of revenue bonds dated July 1, 1962, at 3 1/4%.

This loan would provide \$3,000,000 to replace the loan commitment from Housing and Home Finance Agency in Case Dormitory, \$1,800,000 for Dormitory No. 3, approximately \$900,000 to refund the bank loan due December 1, 1962, and \$400,000 for reserves.

- (3) Authorize the issuance of \$4,500,000 of Michigan State University revenue bonds dated June 15, 1962, with an interest rate of 3 1/4%; \$4,200,000 of the proceeds from this loan would be used to reduce the present \$7,200,000 bank loan to \$3,000,000; \$300,000 would be used to retire the balance outstanding in the \$4,000,000 1948 bond issue.

In connection with this loan, \$200,000 of the 1961-62 earnings from Case Dormitory would be used to establish an interest reserve.

\* current yield

May 25, 1962

Finance Committee Items, continued

## 3. Communication from Mr. May, continued:

- (4) Accept commitments from banks to share the \$6,100,000 loan as follows:

National Bank of Detroit	\$2,600,000
Manufacturers National Bank	1,500,000
Detroit Bank and Trust Company	2,000,000
	<u>\$6,100,000</u>

Approval  
financing  
arrangements  
for dormitory  
no. 3

- (5) Accept a commitment with the National Bank of Detroit to loan \$4,500,000 as authorized in (3) above.
- (6) Accept a commitment of the National Bank of Detroit to release earnings from Mason-Abbot Yakeley-Gilchrist, and Landon dormitories, which are now pledged to the \$7,200,000 bank loan.

This release is necessary in order that earnings can be repledged to the \$4,500,000 loan.

- (7) Authorize payment of the approximately \$900,000 due on December 1, 1962, on a bank loan.
- (8) Authorize withdrawal of the \$3,000,000 loan application from the Housing and Home Finance Agency.

There will, of course, be separate supporting resolutions to be approved by Mr. Carr, but the above individual actions will be necessary for us to proceed with the financing of all projects now authorized.

On motion by Dr. Smith, seconded by Mr. Stevens, it was voted to approve the following items:

- a. Authorize the officers to file application with Housing and Home Finance Agency for Loan of \$4,000,000 to finance Residence Hall #3. \$1,800,000 to be provided from other sources.  
Philip J. May, Vice President for Business and Finance and Treasurer, is authorized to sign all instruments in connection with this loan.
- b. Authorize issuance of \$6,100,000 Michigan State University Residence Hall Revenue Bonds dated July 1, 1962 at an interest rate of  $3\frac{1}{4}\%$  and approval of the necessary following resolution.  
Philip J. May, Vice President for Business and Finance and Treasurer, is authorized to sign all instruments in connection with this loan.

RESOLUTION OF BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY OF AGRICULTURE AND APPLIED SCIENCE RELATIVE TO THE ISSUANCE AND SALE OF RESIDENCE HALLS REVENUE BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF SIX MILLION ONE HUNDRED THOUSAND (\$6,100,000.00) DOLLARS.

Approval  
resolution  
re: issuance  
and sale  
residence halls  
revenue bonds  
in amount of  
\$6,100,000

WHEREAS, the Board of Trustees of Michigan State University of Agriculture and Applied Science (hereinafter referred to as the "Board") in the exercise of its constitutional and statutory duties, has determined that it is necessary to borrow the sum of Six Million One Hundred Thousand (\$6,100,000.00) Dollars, and in evidence thereof of issue and sell Residence Halls Revenue Bonds aggregating said principal amount, the proceeds of the sale thereof to be used for the following purposes, to wit:

1. To pay in full the outstanding term loan with the National Bank of Detroit, Detroit, Michigan, dated as of November 6, 1961, and due July 1, 1962.
2. To pay part of the cost of constructing, furnishing and equipping two new dormitories and connecting dining - academic buildings to provide housing, dining and appurtenant facilities for approximately 1,124 students on the campus of Michigan State University located at East Lansing, Michigan.
3. To pay in full the outstanding principal balance of a term bank loan with Manufacturers National Bank of Detroit; Michigan National Bank; National Bank of Detroit; and Ann Arbor Bank, dated January 15, 1953 and due December 1, 1962.
4. To establish a debt service reserve; and

WHEREAS, the officers of the University and officers of Ann Arbor Trust Company of Ann Arbor, Michigan, Fiscal Agent of the Board, have prepared and submitted to the Board a proposed official statement which sets forth in detail the terms, conditions, security and covenants deemed necessary in connection with said loan and the issuance of the bonds, which said proposed official statement has been carefully considered and reviewed by the Board:

NOW, THEREFORE, BE IT RESOLVED:

1. That the Board borrow the sum of Six Million One Hundred Thousand (\$6,100,000.00) Dollars and issue its Residence Halls Revenue Bonds therefor, the proceeds of the sale of said bonds to be used for the purposes specified in the preamble hereto, which purposes are described with more particularity and detail in the Official Statement approved by this resolution. Said bonds shall be issued and mature serially in accordance with the terms and conditions, and shall be secured, as provided in the Official Statement approved by this resolution.

Finance Committee Items, continued

3.

b. Resolution re: \$6,100,000.00 loan continued:

2. That the Official Statement submitted, setting forth the terms, conditions, security and covenants relating to the issuance of said Residence Halls Revenue Bonds is hereby adopted and approved as to content and form, which Official Statement is attached to this resolution and made a part hereof. (Filed with supporting material).

3. That any two of the following officers of the University, to wit: John A. Hannah, President; Philip J. May, Vice President; and Jack Breslin, Secretary, be and they are hereby authorized and directed, for and in the name of the Board, to execute the necessary trust agreement and other instruments and documents necessary for the issuance and sale of the Residence Halls Revenue Bonds upon the terms and conditions specified in the Official Statement, after approval of the form and content thereof by legal counsel to the University.

4. That John A. Hannah, President of the University, or Philip J. May, its Vice President, are hereby authorized and directed, for and in the name of the Board, to execute said Residence Halls Revenue Bonds. The coupons appertaining to said bonds shall be authenticated by the facsimile signature of Jack Breslin, Secretary of the University.

5. That said bonds shall in no way pledge the credit of or create any liability on the part of the State of Michigan, the Board or any member or officer of the Board, but shall be payable out of and secured solely by the pledge of the net income as defined in the Official Statement.

6. That said officers of the University be and they are hereby authorized, empowered and directed, for and in the name of the Board, to sell said Residence Halls Revenue Bonds in the aggregate principal amount of \$6,100,000.00 in accordance with the commitments submitted by Ann Arbor Trust Company, as Fiscal Agent of this Board; and said Ann Arbor Trust Company is authorized to accept payment for said bonds upon delivery thereof.

c. Authorize issuance of \$4,500,000 Michigan State University Revenue Bonds, 1962 Series, dated June 15, 1962 at interest rate of  $3\frac{1}{4}\%$  and approval of necessary following resolution. Philip J. May, Vice President for Business and Finance and Treasurer is authorized to sign all instruments in connection with this loan.

Approval  
\$4,500,000  
resolution

RESOLUTION OF BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY  
OF AGRICULTURE AND APPLIED SCIENCE RELATIVE TO THE ISSUANCE AND  
SALE OF REVENUE BONDS, 1962 SERIES, IN THE AGGREGATE PRINCIPAL  
AMOUNT OF FOUR MILLION FIVE HUNDRED THOUSAND (\$4,500,000.00)  
DOLLARS

WHEREAS, the Board of Trustees of Michigan State University of Agriculture and Applied Science (hereinafter referred to as the "Board"), in the exercise of its constitutional and statutory duties, has determined that it is necessary to borrow the sum of Four Million Five Hundred Thousand (\$4,500,000.00) Dollars, and in evidence thereof to issue and sell Revenue Bonds - 1962 Series aggregating said principal amount, the proceeds of the sale thereof to be used for the following purposes, to wit:

1. To make a principal payment of \$4,200,000 on the Term Bank Loan dated November 1, 1961, held by the National Bank of Detroit, reducing the outstanding principal amount of said loan from \$7,200,000.00 to \$3,000,000.00, and obtaining the release of the liens on the net income from the operation of Mason-Abbot, Yakeley-Gilchrist, and Landon Residence Halls presently pledged as security for said Term Bank Loan.

2. To establish a contingency fund in the amount of \$100,000.00 to be used by the Board for such purposes as it may legally use such funds.

3. To establish a debt service reserve in the amount of Two Hundred Thousand (\$200,000.00) Dollars; and

WHEREAS, the officers of the University and officers of the Ann Arbor Trust Company of Ann Arbor, Michigan, Fiscal Agent of the Board, have prepared and submitted to the Board a proposed Official Statement which sets forth in detail the terms, conditions, security and covenants deemed necessary in connection with said loan and the issuance of the bonds, which will be initially issued as a single bond, fully registered as to principal and interest, convertible to coupon bonds as set forth in said Official Statement, which proposed Official Statement has been carefully considered and reviewed by the Board;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Board borrow the sum of Four Million Five Hundred Thousand (\$4,500,000.00) Dollars and initially issue its fully registered single bond therefor (hereinafter referred to as the "Bond"), the proceeds of sale thereof to be used for the purposes specified in the reamble hereto. Said single bond shall be convertible to coupon bonds, and shall be issued and mature in accordance with the terms and conditions, and shall be secured, as provided in the Official Statement approved by this resolution.

2. That the Official Statement submitted, setting forth the terms, conditions, security and covenants relating to the issuance of said Bond is hereby adopted and approved as to content and form, which Official Statement is attached to this resolution and made a part hereof. (Filed with supporting material).

May 25, 1962

Finance Committee Items, continued

3.

c. Resolution re: \$4,500,000 loan continued:

3. That any two of the following officers of the University, to wit: John A. Hannah, President; Philip J. May, Vice President; and Jack Breslin, Secretary, be and they are hereby authorized and directed, for and in the name of the Board, to execute the necessary trust agreement and other instruments and documents necessary for the issuance and sale of the Bond upon the terms and conditions specified in the Official Statement, after approval of the form and content thereof by legal counsel to the University.

4. That John A. Hannah, President of the University, or Philip J. May, its Vice President, are hereby authorized and directed, for and in the name of the Board, to execute said Bond. If said single Bond is subsequently converted to coupon bonds, the coupons appertaining to said coupon bonds shall be authenticated by the facsimile signature of the Secretary of the University.

5. That said Bond shall in no way pledge the credit of or create any liability on the part of the State of Michigan, the Board or any member or officer of the Board, but shall be payable out of and secured solely by the pledge of the net income as defined in the Official Statement.

6. That said officers of the University be and they are hereby authorized, empowered and directed, for and in the name of the Board, to sell said Bond in the aggregate principal amount of \$4,500,000.00 in accordance with the commitments submitted by Ann Arbor Trust Company, as Fiscal Agent of this Board; and said Ann Arbor Trust Company is authorized to accept payment for said Bond upon delivery thereof.

d. Authorize Philip J. May, Vice President for Business and Finance and Treasurer, to accept commitments from banks for the purchase of bonds as follows:

1. \$6,100,000 Bond Issue	
Manufacturers National Bank	\$1,500,000
National Bank of Detroit	2,600,000
Detroit Bank and Trust Company	2,000,000
Total	<u>\$6,100,000</u>
2. \$4,500,000 Bond Issue	
National Bank of Detroit	\$4,500,000

e. Accept commitment of National Bank of Detroit to release Net Income of Mason-Abbot, Yakeley-Gilchrist and Landon Residence Halls upon payment of \$4,200,000 on Term Loan of \$7,200,000 dated November 1, 1961.

f. Authorize calling for payment as of June 15, 1962 of all outstanding Bonds of the December 15, 1948, Michigan State College Dormitory Revenue Bonds.

g. Authorize payment of Term Loan dated January 15, 1953, and due December 1, 1962, approximately \$900,000.

h. Authorize Officers to withdraw Commitment of Housing and Home Finance Agency, Michigan 20 CH-55 (D) to purchase \$3,000,000 Case Residence Hall Revenue Bonds at par, with  $3\frac{1}{2}\%$  interest.

4. Communication from Mr. May, as follows:

On May 21 the following bids were received for the construction of four tennis courts for the intramural facilities at Michigan State University-Oakland:

## Item I - Tennis Courts Aggregate Base Course and Paving

Bids - A & A Asphalt Paving	\$ 7,870
Ann Arbor Construction Co.	9,385

## Item II - Tennis Court Fencing and Nets

Bids - American Steel & Wire Division	3,361.00
Anchor Fence Division	3,611.36

It is recommended that the Board award contracts to the low bidders as follows:

A & A Asphalt Paving	\$7,870
American Steel & Wire Division	3,361

The budget for this job is as follows:

Base Course and Paving	\$7,870
Fences and Nets	3,361
Engineering Fees	200
Site Development	900
Contingency Fund	169
	<u>\$12,500</u>

Mr. May to accept commitments from banks for purchase of bonds

Approval awarding contracts to low bidders for construction of 4 tennis courts MSU-O

continued - -

Finance Committee Items, continued

4. Communication from Mr. May relative to bids for construction of four tennis courts at Michigan State University-Oakland, continued:

Source of funds:

Louise Tuller Muller Trust Fund	\$10,000
Anibal Gift Fund	2,500
	<u>\$12,500</u>

On motion by Mr. Stevens, seconded by Mr. Vanderploeg, it was voted to approve the above recommendation.

Approval of  
\$10 applica-  
tion fee.

5. Vice President Sabine submitted a report of problems that had arisen in connection with the handling of admission applications and deposits for the fall of 1962. He made three recommendations as follows:

1. Institute a \$10 application fee (a service charge, not a deposit, not applicable to any other charge, not refundable for any reason) for all undergraduate applications, beginning immediately, applicable to applications for winter quarter 1963 and subsequent terms.
2. Change our method of refunding the Advance Enrollment Deposit so that of the \$50 deposit the Michigan resident pays, only \$25 will be refunded if the student cancels the admission prior to the National Acceptance Date (which was May 1 this year). The unrefunded \$25 should go into our general fund. The notice of this method of handling should be made clear every time we bill a student for the initial payment of the deposit.
3. Change both the amount and the method of refunding the Advance Enrollment Deposit for non-residents, so that the non-resident is charged \$75, not \$50, and so that only \$25 of this is refunded in case of a pre-May 1 cancellation.

After considerable discussion it was decided to defer action on items 2 and 3 until such time as the Board acts on the fee structure for the next academic year.

On motion by Mr. Vanderploeg, seconded by Dr. Smith, it was voted to approve recommendation number 1.

Officers  
authorized to  
prepare  
tentative  
budget for  
1962-63.

6. The President, Vice President for Business and Finance and the Provost presented a preliminary discussion of budget planning for the 1962-63 year contingent upon certain actions to be taken by the legislature. It was agreed that the officers should do their tentative budget-planning on the basis of the outline with the understanding that when the legislature takes definite action on appropriations, if the appropriation is contingent upon a change in the fee structure, arrangements will be made for the Trustees to discuss this item, possibly on Commencement Day.

Subsequent to this action a tentative budget will be prepared for presentation to the Trustees at the June meeting with the understanding that the final budget will not be presented until the July Trustees' meeting.

Adjourned.

MINUTES OF THE MEETING  
of the  
BOARD OF TRUSTEES  
May 25, 1962

Present: Dr. Smith, Chairman; Messrs. Huff, Merriman, Stevens, Vanderploeg; President Hannah; Treasurer May and Secretary Breslin

Absent: Mr. Harlan; Dr. Bartlett

The meeting was called to order at 10:15 a.m.

The minutes of the April meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of the Finance Committee Items on the previous pages.

On motion by Mr. Stevens, seconded by Mr. Merriman, it was voted to approve the Finance Committee Items.

PRESIDENT'S REPORT

1. Approved awarding the contract for the resodding of Spartan Stadium to the M-99 Evergreen Nursery in the amount of \$6,460. Only one bid was received, and it was a little under the estimate.
2. Approved awarding the contract for road work at Hidden Lake Gardens to Russell Miller, the low bidder, in the amount of \$17,290.01. Bids were received as follows:

Russell Miller	\$17,290.01
Weasel Bros. Construction	23,422.48
Bales Trucking Co.	29,795.00
O. D. Gooding and Co.	30,000.00

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the President's Report.

NEW BUSINESS

Resignations

1. William A. Milbrath, 4-H Agent, Kent County, June 15, 1962 to accept a position as Extension Supervisor, 4-H Club work in Minnesota.
2. Linda A. Vescelius, Home Economics Agent, Oceana County, May 11, 1962. She is being married and will move out of town.
3. Mary E. Holmes, Instructor (Ext.) in Agricultural Economics April 30, 1962.
4. Milton S. Goldberg, Assistant Professor of Accounting and Financial Administration and Continuing Education, August 31, 1962. Terminated in accordance with tenure rules.
5. Frank F. Ryerson, Assistant Professor of Business Services, August 31, 1962 to accept a position at the University of Alabama.
6. Vergil D. Reed, Professor of Marketing and Transportation Administration, August 31, 1962, to accept a position at Columbia University Graduate School of Business.
7. Edward W. Weidner, Professor of Political Science, August 31, 1962, to accept a position at the East-West Center in Hawaii.
8. John A. Walker, Associate Professor of Speech, August 31, 1962 to accept a position as Area Director at Ohio University, Athens, Ohio.
9. Thomas G. Aylesworth, Assistant Professor of Education, August 31, 1962, to accept a position as Editor of a weekly magazine at Wesleyan University, Middletown, Connecticut.
10. Cancellation of the appointment of George S. Counts, Distinguished Professor of Education, October 1, 1962 to accept a position at the University of Southern Illinois.
11. John J. Paterson, Instructor in Education, June 30, 1962 to accept a position at Purdue University.
12. Mary K. Babcock, Instructor in Health, Physical Education and Recreation, August 31, 1962. She is being married.
13. Gene V. Elliott, Instructor in Health, Physical Education and Recreation, August 31, 1962 to pursue further study.
14. Anna R. Ganung, Instructor in Health, Physical Education and Recreation, August 31, 1962 to accept a position in the College of Education at Oneonta, New York.
15. W. Murray Jones, Associate Professor of Art, August 31, 1962 to accept a position at Ohio State University.

Contract let  
for resodding  
Spartan Stadium

Contract let  
for road work  
Hidden Lake  
Gardens

Resignations



NEW BUSINESS, continued

## Resignations

Resignations, continued

16. E. Grant Swayze, Assistant Professor of Art, August 31, 1962 to seek work in California.
17. Cancellation of the appointment of John F. Helling, Assistant Professor of Chemistry August 31, 1962.
18. Richard S. Rudner, Professor of Philosophy August 31, 1962 to accept a position at Washington University, St. Louis, Missouri.
19. Richard N. Adams, Professor of Sociology and Anthropology, August 31, 1962 to accept a position at the University of Texas.
20. Harold O. Bahlke, Assistant Professor of Humanities, August 31, 1962 to accept a position at Western Michigan University.
21. William R. Overlease, Instructor in Natural Science, August 31, 1962 to devote more time to his graduate studies.
22. Dennis J. Palumbo, Instructor in Social Science, August 31, 1962 to accept a position at the University of Hawaii.
23. Roger E. Brown, Assistant Professor of Anatomy, June 30, 1962 to accept a position at Purdue.
24. J. Thomas Bell, Associate Professor of Anatomy, August 31, 1962 to accept a position at the University of Georgia.
25. Sara E. Anschel, Librarian, Library, June 30, 1962 to become a full time homemaker.
26. William T. Middlebrook, Adviser, Ryukyus Project, April 7, 1962. Completion of assignment.
27. Louise Nelson, Secretary, Peace Corps Group, May 31, 1962, because of family problems.

## Leaves

Leaves--Sabbatical

1. John C. Post, Extension Director Arenac County, with full pay from September 17, 1962 to March 16, 1963 to study for his M.S. at Michigan State.
2. James E. Lincoln, 4-H Agent, Genesee County, with full pay from September 24, 1962 to March 18, 1963 to study for his M.S. at Michigan State.
3. Leyton V. Nelson, Professor of Farm Crops, with full pay from March 1, 1963 to August 31, 1963 to study and travel in England and Europe.
4. Robert F. Carlson, Associate Professor of Horticulture with full pay from April 1, 1963 to September 30, 1963 to study in England, Sweden and France.
5. Anthony Koo, Professor of Economics, with half pay from September 1, 1962 to August 31, 1963 to study and do research in Taiwan.
6. Robert N. Hammer, Associate Professor of Chemistry with half pay from September 1, 1962 to August 31, 1963 to study and complete a book at the University of Kansas and Illinois.
7. Allen K. Philbrick, Professor of Geography, with half pay from September 1, 1962 to August 31, 1963 for study and travel in the USA and Canada.
8. John N. Winburne, Assistant Dean of University College and Professor of American Thought and Language with full pay from March 15, 1963 to September 15, 1963 to study and travel in England and Europe.
9. Charles D. Kenney, Associate Professor of Social Science with half pay from September 1, 1962 to August 31, 1963 for study at Stanford and the University California.
10. C. C. Morrill, Professor and Chairman of the Department of Veterinary Pathology with full pay from June 16, 1962 to September 15, 1962 to study other departments in the USA and Canada.
11. Horace C. King, Assistant to the Dean of International Programs, with full pay from May 15, 1962 to August 14, 1962 to complete his Ph.D. at M.S.U.
12. Fred K. Hoehler, Jr. Professor of Labor and Industrial Relations Center with full pay from July 1, 1962 to December 31, 1962 to study in Washington, D.C.
13. Catherine Anne Muhlbach, Division Librarian, Library, with half pay from September 16, 1962 to August 15, 1963 to study for her Ph.D. at the University of Michigan.
14. Dorothy R. Ross, Assistant Professor in the Counseling Center with full pay from January 1, 1963 to June 30, 1963 to study in East Lansing and visit other universities.

NEW BUSINESS, continuedLeaves--Health

Leaves

1. C. Howard Church, Professor of Art with full pay from April 1, 1962 to May 15, 1962.

Leaves--Other

1. Carl J. Hanson, Extension Director Bay County with full pay from June 9, 1962 to July 1, 1962 to accept a Dow Study Tour Scholarship.
2. A. Rex Sieting, Extension Director Presque Isle, with full pay from June 16, 1962 to July 8, 1962 to attend Extension Summer School at Colorado State.
3. William P. Kirkpatrick, 4-H Agent, Barry County with full pay from June 16, 1962 to July 8, 1962 to attend Extension Summer School at Colorado State.
4. Rolland Z. Wheaton, Instructor in Agricultural Engineering without pay from September 1, 1962 to June 30, 1963 to accept a natural Science fellowship to study at the University of California.
5. Pauline A. Hess, Specialist in Health, Physical Education and Recreation without pay from September 1, 1962 to August 31, 1963 to study at M.S.U.
6. Norma M. Stafford, Assistant Professor of Health, Physical Education and Recreation without pay from September 1, 1962 to August 31, 1963 to study at USLA.
7. William Whallon, Assistant Professor of English without pay from September 1, 1962 to August 31, 1963 to accept a fellowship for study at the Center for Hellenic Studies, Washington.
8. John B. Kelly, Associate Professor of Mathematics, without pay from September 1, 1962 to August 31, 1963 to be Visiting Professor at New Mexico State College.
9. Meyer Garber, Assistant Professor of Physics and Astronomy without pay from September 1, 1962 to August 31, 1963 to study at M.I.T.
10. Don B. Lichtenberg, Associate Professor of Physics and Astronomy without pay from September 1, 1962 to August 31, 1963 to study at Stanford.
11. Martin Fox, Assistant Professor of Statistics without pay from September 1, 1962 to August 31, 1963, to accept a Fulbright grant at Tel-Aviv University.
12. Robert E. Brown, Professor of History without pay from September 1, 1962 to August 31, 1963 to do research and writing in the USA.
13. H. Patricia Lipscomb, Instructor in Philosophy without pay from September 1, 1962 to August 31, 1963 for study and travel in Italy.
14. Eugene Burnstein, Assistant Professor of Psychology without pay from September 1, 1962 to August 31, 1963 for study and research at the University of Michigan.
15. John T. Gullahorn, Associate Professor of Sociology and Anthropology and Continuing Education without pay from September 1, 1962 to August 31, 1963 to teach at the University of California.
16. Edward O. Moe, Professor (Ext. Res.) of Sociology and Anthropology without pay from August 1, 1962 to June 30, 1963 to study at the University of Utah.
17. Robert L. Wright, Professor of American Thought and Language without pay from September 1, 1962 to August 31, 1963 to accept a Fulbright grant for study in Sweden.
18. James T. Stamm, Assistant Professor of Humanities without pay from September 1, 1962 to August 31, 1963 to accept a Fulbright grant for study in Spain.
19. Charles R. Adrian, Professor of Political Science and Continuing Education without pay from June 25, 1962 to August 3, 1962 to teach at the University of Hawaii.

Appointments

Appointments

1. Mitchell R. Geasler, 4-H Agent, Cass County at a salary of \$5600 per year on a 12-month basis effective June 11, 1962.
2. Herbert L. Myers, Jr. Lecturer in Accounting and Financial Administration at a salary of \$2000 for the period April 1, 1962 to June 30, 1962.
3. Sanford S. Farness, Associate Professor of Urban Planning and Landscape Architecture at a salary of \$13,000 per year on a 10-month basis effective September 1, 1962.
4. Phillips Cutright, Assistant Professor of General Communication Arts and Sociology and Anthropology at a salary of \$8600 per year on a 10-month basis effective September 1, 1962.
5. Miriam Duckwall, Instructor in Speech at a salary of \$4800 per year on a 10-month basis effective September 1, 1962.
6. Robert L. Smith, Instructor in Speech at a salary of \$855 for the period June 16, 1962 to July 25, 1962.



NEW BUSINESS, continued

## Appointments

Appointments, continued

7. Kenneth R. Clay, Instructor in Education at a salary of \$7100 per year on a 10-month basis effective September 1, 1962.
8. Garth Errington, Instructor in Education and Continuing Education at a salary of \$8700 per year on a 12-month basis effective September 1, 1962.
9. A. Martin Eldersveld, Associate Professor of Education at a salary of \$11,000 per year on a 12-month basis effective July 1, 1962 to June 30, 1964.
10. Harrison Gardner, Instructor in Education at a salary of \$8700 per year on a 12-month basis effective September 1, 1962.
11. Helen Hollandsworth, Associate Professor of Education and Home Economics at a salary of \$10,500 on a 12-month basis effective September 1, 1962.
12. Mark Kipfmuehler, Instructor in Education at a salary of \$6500 per year on a 10-month basis effective September 1, 1962 to August 31, 1963.
13. Donald Francis Sellin, Instructor in Education at a salary of \$8200 per year on a 12-month basis effective September 1, 1962.
14. John V. Polomsky, Instructor in Mechanical Engineering at a salary of \$6050 per year on a 10-month basis effective September 1, 1962 to August 31, 1963.
15. Lee Chesney, Visiting Professor of Art at a salary of \$1000 for the period April 23, 1962 to May 4, 1962.
16. Suzanne Clare Edwards, Assistant Professor of Art at a salary of \$6500 per year on a 10-month basis effective September 1, 1962.
17. Glenn C. Nelson, Visiting Professor of Art, at a salary of \$1000 for the period April 16, 1962 to April 27, 1962.
18. Mabel M. Nemoto, Assistant Professor of Art, at a salary of \$7500 per year on a 10-month basis effective September 1, 1962.
19. John Walley, Visiting Professor of Art, at a salary of \$1000 for the period April 30, 1962 to May 11, 1962.
20. Elsa Ludewig, Instructor in Music at a salary of \$5800 per year on a 10-month basis effective September 1, 1962 to August 31, 1963.
21. Charles A. Kraft, Instructor in Foreign Languages at a salary of \$1800 for the period June 18, 1962 to August 17, 1962.
22. Beatrice F. Welmars, Instructor in Foreign Languages at a salary of \$1200 for the period June 18, 1962 to August 17, 1962.
23. William E. Welmars, Professor of Foreign Languages at a salary of \$3000 for the period June 18, 1962 to August 17, 1962.
24. Donald A. McQuarrie, Assistant Professor of Chemistry at a salary of \$1500 for the period June 18, 1962 to August 31, 1962.
25. Donald A. McQuarrie, Assistant Professor of Chemistry at a salary of \$7000 per year on a 10-month basis effective September 1, 1962 to August 31, 1963.
26. Ronald Mason, Consultant in Biophysics, at a salary of \$1200 per month from June 1, 1962 to June 30, 1962 and November 1, 1962 to November 30, 1962 and January 1, 1963 to January 31, 1963.
27. Sean P. McGlynn, Consultant in Biophysics at a salary of \$600 per month from June 1, 1962 to June 30, 1962.
28. Jayanti Nag-Chaudhuri, Assistant Professor (Res.) of Biophysics at a salary of \$7200 per year on a 12-month basis effective September 1, 1962 to August 31, 1963.
29. Charles S. Duris, Assistant Professor of Mathematics and Engineering Research at a salary of \$12,000 per year on a 12-month basis effective September 1, 1962.
30. Mack A. Breazeale, Assistant Professor (Res.) of Physics and Astronomy at a salary of \$725 per month from May 1, 1962 to May 31, 1962.
31. Gerald Gardner, Assistant Professor of Physics and Astronomy at a salary of \$3000 for the period June 18, 1962 to August 31, 1962.
32. Walter Georg Mayer, Assistant Professor (Res.) of Physics and Astronomy at a salary of \$8700 per year on a 12-month basis effective May 1, 1962 to April 30, 1963.
33. Darrell H. Pollard, Professor of History at a salary of \$2250 for the period June 18, 1962 to August 31, 1962.
34. Charles Campbell Hughes, Associate Professor of Sociology and Anthropology and Director of the African Language and Area Center at a salary of \$13,000 per year on a 12-month basis effective September 1, 1962.

NEW BUSINESS, continuedAppointments, continued

Appointments

35. Albert Imohissen, Instructor in Sociology and Anthropology at a salary of \$1800 for the period June 18, 1962 to August 17, 1962.
36. Charles E. Ramsey, Associate Professor of Sociology and Anthropology at a salary of \$1800 for the period June 18, 1962 to July 25, 1962.
37. Edward D. Graham, Jr. Instructor in Humanities at a salary of \$6200 per year on a 10-month basis effective September 1, 1962.
38. John H. Herr, Instructor in Humanities at a salary of \$5800 per year on a 10-month basis effective September 1, 1962 to August 31, 1963.
39. Luther W. Smith, Jr. Instructor in Social Science at a salary of \$6500 per year on a 10-month basis effective September 1, 1962.
40. Madan B. Bharadwaj. Associate Professor of Anatomy at a salary of \$8500 per year on a 12-month basis effective July 1, 1962 to June 30, 1963.
41. Edwin W. Watkins, Managing Editor, MSU Press at a salary of \$11,000 per year on a 12-month basis effective June 1, 1962.
42. Mary Karl, Librarian, Library, at a salary of \$5200 per year on a 12-month basis effective June 1, 1962.
43. Barbara W. Skerry, Librarian Library, at a salary of \$5200 per year on a 12-month basis effective September 1, 1962.
44. Otto Klineberg, Seminarist, Nigeria Program, without pay from May 22, 1962 to June 1, 1962.
45. Thomas Marshall, Seminarist, Nigeria Program without pay from May 16, 1962 to June 1, 1962.
46. William Ward Sinclair, Assistant Professor and Educational Adviser in the Nigeria Program at a salary of \$11,000 per year on a 12-month basis effective June 30, 1962 to June 29, 1965.
47. Wallace W. Smith, Specialist Ryukyus Project, at a salary of \$1000 for the period August 1, 1962 to August 25, 1962.

Transfers

Transfers

1. Carlton M. Edwards, from Associate Professor of Forest Products to Associate Professor of Agricultural Engineering at the same salary of \$10,900 per year on a 12-month basis effective July 1, 1962.
2. Roger W. Wescott, from Associate Professor in the Division of Language and Literature to Associate Professor of Foreign Languages and African Language and Area Center at the same salary of \$9500 per year on a 10-month basis effective July 1, 1962.
3. Hans Wolff, from Professor in the Division of Language and Literature and African Language and Area Center to Professor of Sociology and Anthropology and African Language and Area Center at the same salary of \$10,000 per year on a 10-month basis effective July 1, 1962.
4. Kathryn N. Burns, from Instructor in Improvement Services to Instructor in American Thought and Language at the same salary of \$5600 per year on a 10-month basis effective September 1, 1962.
5. Norman Abeles, from Assistant Professor in the Counseling Center to Assistant Professor in the Counseling Center and Lecturer in Psychology at the same salary of \$8000 per year on a 12-month basis effective April 5, 1962.

Salary changes

Salary Changes

M. E. Kreinin

1. Increase in salary for Mordechai E. Kreinin, Professor of Economics to \$12,500 per year on a 10-month basis effective May 1, 1962.

On motion by Mr. Huff, seconded by Mr. Nerriman, it was voted to approve the Resignations and Terminations, Leaves, Appointments, Transfers and Salary Changes.

Miscellaneous

John Ivey  
named Dean  
College of  
Education  
Ch. title  
D. D. Juchartz  
Correction  
Ive F. L.  
O'Rourke

1. Appointment of John E. Ivey, Jr. as Dean of the College of Education at a salary of \$23,000 per year on a 12-month basis, effective August 1, 1962. Dr. Ivey has been a member of the staff since August 15, 1960, as Professor of Education and Consultant to the President.
2. Change in title of Donald D. Juchartz from Horticulture Agent in Wayne County to County Extension Director in Wayne County with a salary change from \$7,800 to \$8,800 per year on a 12-month basis, effective August 1, 1962.
3. Correction in dates of leave without pay for F. L. S. O'Rourke, Assistant Professor of Horticulture, to September 1, to November 30, 1962

NEW BUSINESS, continuedMiscellaneous, continued

Ch. in title  
L.C. Ferguson  
Prof. Microb.

Ch. effective  
date appt.  
Leroy G.  
Augenstein

James Karslake  
Acting Head  
Psychology

J. F. Thaden  
continued in  
Cont. Educ.

J.A. Beegle  
Act. Head  
Soc. July '62

Jay Artis  
Act. Hd. Soc.  
May 21-June 30  
1962

R.J. Coelho  
Coord. Cont.  
Educ. in Univ.  
College.

Harry Kimber  
Assoc. Dean  
Humanities.

Change in lve  
dates for  
Claude Welch

Richard Bishop  
Robert Nolan  
continued to  
Aug. 31'62

John Useem  
assigned to  
Int Prog.

R.F. Lanzillotti assigned  
to Nigeria Prog

Edward A. Carlin assigned  
Nigeria Prog.

Ch. date  
assignment J.S.  
Boyd to Nigeria Prog.

John Henderson  
assigned to  
Nigeria Prog.

C.P. Loomis  
assigned to  
Pakistan Proj.

Retirement -

P. S. Biebesheimer

Casper Blumer

Harvey Kapphahn

C.H. Nickle's  
retirement  
deferred to  
Oct. 1, 1962

Hazel Nelson's  
to July 1'63

Retirement sal.  
E. Weaver to be  
\$3000

4. Change in title of Lloyd C. Ferguson from Dean of the College of Science and Arts to Professor of Microbiology and Public Health with a salary change from \$21,000 per year on a 12-month basis to \$16,000 per year on a 10-month basis, effective September 1, 1963.
5. Change in the effective date of the appointment of Leroy G. Augenstein, Professor in the Division of Biological Sciences, from July 1, 1962 to May 1, 1962; and change in salary from \$12,800 per year on a 10-month basis to \$16,000 per year on a 12-month basis, effective May 1, 1962. His salary is to be paid from Atomic Energy Commission funds, account 71-2347, from May 1 to August 31, 1962, and from account 11-3801 beginning September 1, 1962.
6. Designation of James S. Karslake as Acting Head of the Psychology Department at an additional salary of \$100 per month, effective from April 16 to June 30, 1962.
7. Continuation of John F. Thaden, Professor Emeritus of Sociology and Anthropology, at a salary of \$5000 per year plus retirement, effective from July 1, 1962, to June 30, 1963, and paid from Continuing Education Funds.
8. Designation of J. Allan Beegle as Acting Chairman of Sociology and Anthropology at an additional salary of \$100 for the month of July 1962.
9. Designation of Jay W. Artis as Acting Chairman of Sociology and Anthropology at an additional salary of \$100 per month, effective from May 21 to June 30, 1962, and from August 1 to August 20, 1962.
10. Designation of Richard J. Coelho, Assistant Professor of American Thought and Language, as Coordinator for Continuing Education in the University College, effective July 1, 1962. His salary is to be paid 50% from 11-5611 and 50% from 11-2611.
11. Designation of Harry H. Kimber as Acting Chairman of Humanities and Associate Dean of University College, effective July 1, 1962, with his salary paid from account 11-2611.
12. Claude A. Welch, Associate Professor of Natural Science, has been granted leave without pay from September 1, to December 31, 1962 and with half pay from January 1 to June 30, 1963. It is recommended that his sabbatical leave be changed as follows:  
 Without pay from September 1, 1962 to March 31, 1963  
 With full pay from April 1, 1963 to July 31, 1963  
 Without pay from August 1, 1963 to August 31, 1963
13. Recommendation that the following staff members be continued in Continuing Education and Education to August 31, 1963:  
 Richard W. Bishop, Assistant Professor  
 Robert O. Nolan, Instructor
14. Assignment of John Useem, Professor and Head of Sociology and Anthropology, to International Programs from May 21 to August 20, 1962, with his salary paid from account 71-1977.
15. Assignment of Robert F. Lanzillotti, Professor and Head of Economics, to the Nigeria Program from May 19 to June 3, 1962. His salary will continue to be paid from the College of Business and Public Service funds.
16. Assignment of Edward A. Carlin, Dean of University College, to the Nigeria Program from May 5 to May 20, 1962, with his salary paid from 71-2024.
17. Change in date of the assignment of James S. Boyd, Professor of Agricultural Engineering, to the Nigeria Program from April 13 to June 10 to April 17 to June 10, 1962.
18. Assignment of John P. Henderson, Associate Professor of Economics, to the Nigeria Program at a salary of \$12,875 per year on a 12-month basis, effective from June 28, 1962 to June 27, 1964, with his salary paid from 71-2024.
19. Assignment of Charles P. Loomis, Professor of Sociology and Anthropology, to the Pakistan Project from May 11 to May 31, 1962, with his salary paid from account 71-2034.
20. Recommendations from the Retirement Committee, as follows:
  - a. Retirement of Philip Ralph Biebesheimer, Wayne County Extension Director, at a retirement salary of \$3,000 per year, effective August 1, 1962. Mr. Biebesheimer was born on May 21, 1902, and has been employed by the University since November 1, 1928.
  - b. Retirement of Casper Blumer, Alcona County Extension Director, at a retirement salary of \$3,000 per year, effective July 1, 1962. Mr. Blumer was born on June 9, 1900, and has been employed by the University since January 1, 1928.
  - c. Retirement of Harvey E. Kapphahn, Assistant Professor of Agricultural Engineering, at a retirement salary of \$1,507 per year, effective November 1, 1962. Mr. Kapphahn was born on August 5, 1896 and has been employed by the University since June 1, 1947.
  - d. Defer the retirement of Cecil H. Nickle, Associate Professor of Speech, from July 1, 1962 to October 1, 1962.
  - e. Defer the retirement of Hazel Nelson, Food Service Helper III in Dormitories and Food Services from July 1, 1962 to July 1, 1963.
  - f. Retirement of Earl Weaver, Professor of Dairy, at a retirement salary of \$3,000 per year, effective July 1, 1963. At the April Trustees' meeting he was granted a one-year consultantship.

May 25, 1962

NEW BUSINESS, continuedMiscellaneous, continued

21. Report of the death of Alfonso Stephen Raymond on April 2, 1962. Mr. Raymond was born on November 3, 1885, was first employed by the University on February 2, 1917, and was on the staff of Buildings and Utilities at the time of his retirement on November 1, 1948.
22. Report of the death of Mary P. Watzel, Executive Secretary in the Department of Sociology and Anthropology, on May 13, 1962. Miss Watzel was born on December 2, 1926, and was first employed by the University on August 25, 1952.
23. Recommendations from the Director of Personnel as follows:
- Establish a Clerk-Typist II position in Personnel and Production Administration, paid from 71-2655.
  - Establish an Administrative Secretary AP-I position for the College of Arts and Letters.
  - Establish an Administrative Secretary AP-I position for the College of Social Science.
  - Establish a Computer Programmer X position in Physics and Astronomy, paid from 71-1672.
  - Establish an Assistant to the Secretary AP-IX position in the Secretary's Office, with a salary range from \$10,560 to \$13,320.
  - Reclassify a Principal Clerk VI to Assistant Supervisor in Central Stenographic VIII position.
  - Establish a Senior Tabulating Machine Operator VII in Data Processing, paid from 21-2916.
  - Establish the following positions in Dormitories and Food Services for Wilson Hall:
    - 1) Manager AP-V
    - 2) Food Service Manager AP-I
    - 3) Senior Food Supervisor IX
    - 4) 2 Food Supervisor VIII
    - 5) Senior Departmental Secretary VII
    - 6) Senior Accounting Clerk V
    - 7) Senior Clerk IV
  - Change the Assistant Director, Office of Admissions and Scholarships, AP-I from a 10-month to a 12-month basis.
24. The will of the late Albert H. Case contains the following provisions of interest to Michigan State University:

Article XII. I give, devise and bequeath all the rest and residue of my estate, real, person and mixed, wheresoever situated, absolutely and in fee simple, as follows:

- Three-fourths (3/4) either in cash or partly in cash and partly in kind, to State Board of Agriculture, East Lansing, Michigan, for Michigan State University.
- It is my wish that each of the foregoing bequests to the Trustees of Columbia University and to State Board of Agriculture shall be known as "The Albert Hermon Case Fund" and that the fund be used for capital expenditures or that the income from said fund only be used. I do not wish that either the principal or income of either of said funds shall be used for current operating expenses.

Mr. May has received 4,500 shares of the Tennessee Corporation stock in partial distribution of the estate. These certificates were dated May 7, 1962, and had a value as of that date of \$247,500.

25. A check in the amount of \$1,666.72 has been received from the executor of the estate of Geneva Reede Curren.

The pertinent part of the will reads:

One-half I give, devise and bequeath to Michigan State University in memory of my dear sister, May Kate Curren, the State Board of Agriculture to use said funds in a manner which they deem to be for the best interest of the University, the only condition of this bequest being that they establish not an elaborate but adequate memorial for my said sister, May Kate Curren."

It is recommended that the Board accept this gift and authorize the establishment of a student loan fund in the name of May Kate Curren.

26. The following alteration and improvement item is recommended for consideration by the Trustees: Anthony Hall
- Remodel men's locker room opposite Room 20 in Anthony Hall and relocate partition and remove laboratory bench in Room 20 \$3,520
- If approved, the cost should be paid from Agricultural Experiment Station account 71-6027.
27. Request from Dean Seibert, with the approval of the Council of Deans, that the name of the Department of General Communication Arts be changed to the "Department of Communication".

Report of death of Alfonso S. Raymond

Report of death of Mary Watzel

Approval recommendations from Director of Personnel

Provision in will of A. H. Case

Check from estate of Geneva Reede Curren

Remodel men's locker room Anthony Hall

General Comm. Arts changed to Dept. Communication

NEW BUSINESS, continuedMiscellaneous, continued

Contracts  
awarded for  
construction  
Married Hous-  
ing Office  
and Shop  
Bldg.

28. The following bids were received for the construction of the Married Housing Office and Shop Building:

General Trades

Hausman Construction Company	\$77,830
Christman Company	81,485
Bob Britsch Construction Company	81,558
Banta-Brooks, Inc.	82,500
Granger Construction Company	84,115
Granger Brothers	84,980
Miller-Davis Company	87,450

Mechanical Trades

M. E. Cole Compant	28,874
J. C. Lowery Company	29,480
Dard, Inc.	29,570
Shaw-Winkler, Inc.	29,779
Spitzley Corporation	31,600
United Piping & Erecting Company	31,776
W. A. Brown Corporation	33,433

Electrical Trades

Hatzel-Buehler, Inc.	12,996
Lansing Electric Motors	13,328
Superior Electric Company	14,400
Hall Electric Company	15,500
Central Electric Motors	15,600

It is recommended that the low bids be accepted, as follows:

Hausman Construction Company	\$77,830
M. E. Cole Company	28,874
Hatzel-Buehler, Inc.	12,996
	<u>\$119,700</u>

It is also recommended that the following bidet be established:

Construction	\$119,700
Architect	6,000
Site	16,000
Furnishings and Equipment	10,000
Contingencies	8,300
	<u>\$160,000</u>

Funds to finance this project are available in the Reserve for Removal and Expansion of Auxiliary Enterprises and in a plant account.

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve awarding the contracts for the construction of the Married Housing Office and Shop Building to the low bidders. It was suggested that Mr. May study the possibility of charging this item to the Married Housing units.

Approval  
sabbatical  
leave policy.

29. The sabbatical leave policy has been under consideration for a long period. It is recommended that the following statement supplant the former policy:

Section I  
GENERAL POLICY

- A. A sabbatical leave is intended for the mutual benefit of the University and the person granted a leave. It should assist members of the faculty to improve their competence as scholars by providing a period for concentrated scholarly work.
- B. A leave is not granted automatically. Each request should present in considerable detail the activity proposed. All leaves must have the approval of the appropriate officers and of the Board of Trustees.
- C. Within 30 days after returning from sabbatical leave written reports are to be submitted through the appropriate offices to the President.

Section II  
ELIGIBILITY

- A. Only faculty members with tenure shall be eligible for sabbatical leaves. Any exceptions to this will require approval by the Provost and the President and will be made only when it is in the best interests of the University to do so.
- B. A sabbatical leave shall not be granted to faculty members until they have completed 6 years of service to the University. Service shall be interpreted to include those activities of interest to and supported by the University, regardless of the source of financial support.

continued - -



NEW BUSINESS, continuedMiscellaneous, continued

## 29. Sabbatical leave policy, continued:

Sabbatical  
leave policy

- C. Years of service shall count from the date of full-time appointment, or from the ending date of the previous sabbatical leave.
- D. All leaves of absence shall be excluded in determining years of service.
- E. The length of leaves shall not be extended on the basis of more than 6 years of service since the last previously compensated leave.
- F. Appropriate applications for a full year of leave (with reduced pay) shall have precedence over shorter term leaves (with full pay).

Section III  
TYPES OF SABBATICAL LEAVES

## A. For faculty on 10-month appointments:

- 1. One term with no reduction in pay.
- 2. Two terms with a 50% reduction in pay for 6 months.
- 3. Three terms with a 50% reduction in pay for 12 months.

Note: These three types of leave do not include the fourth (summer) term of a year, for it is assumed that faculty members who have had a sabbatical leave will use the fourth term as an additional period for concentrated scholarly work.

## B. For faculty on 12-month appointments:

- 1. Up to 6 months with no reduction in pay.
- 2. Twelve months with a 50% reduction in pay.

Note: The annual vacation of 21 working days is to be included in these two types of leave.

## C. For deans, directors, departmental chairmen, and other administrative officers:

- 1. Three months once in every 3 years with full pay, but only after 3 years of administrative service. The annual vacation of 21 working days is to be included in the period of leave.
- 2. In exceptional cases, Section III, B, may also be applied to administrative officers provided the individual has rendered at least 6 years of service to the University since the previous sabbatical, including at least 3 years in administrative positions.

Section IV  
CONDITIONS

- A. Recipients of sabbatical leaves are permitted to receive money for approved study or research without prejudice to their receipt of income from this institution, provided that the total remuneration from all sources does not exceed that received from this University. The sabbatical leave may not be used to accept paid employment during the period of the leave.
- B. In addition to salary, special arrangements may be made for grants to defray travel and similar coincidental expenses. These arrangements must, however, be approved in advance as part of the leave application. Funds administered by the University may not be used for the travel<sup>or</sup> similar expenses of any person other than the recipient of the grant unless the assignment abroad is at least equal to the duration of an academic year.
- C. A recipient of a sabbatical leave of absence is obligated to return to Michigan State University for the following year.

Section V  
DEPARTMENTAL ADJUSTMENTS

- A. If a sabbatical leave is granted for one year, academic or fiscal, the department involved will be entitled to use the released funds for a replacement provided approval is given by the dean of the college.
- B. If leave is granted for less than a year, the department will be expected to make adjustments either by suspending courses or by reassigning other personnel.
- C. Sabbatical leaves shall not be granted to several members of the department concurrently in such a manner as to impair the efficiency of its programs of instruction and research.



NEW BUSINESS, continuedMiscellaneous, continued

Approval  
recommendations off-  
campus housing

30. Dean Fuzak and the Faculty Committee on Student Affairs have been carrying forward an extensive study on off-campus housing regulations. These recommendations have been approved by the Council of Deans to become effective September 1, 1962, subject to the approval of the Board of Trustees. A communication from Dean Fuzak outlines the significant changes as follows:

- a. Undergraduate men and women who are 21 be permitted to live anywhere they choose, provided that an official approval from parents is on file in the Housing Office. (This approval form will emphasize that the University cannot assume responsibility for inspection, approval, or supervision, and that basic University regulations apply.)

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve Item a above.

- b. Undergraduate men and women who are not 21 and not required to live in residence Halls must live in quarters inspected and approved by the University. Supervision on the premises by a householder is required. The area of this housing would be limited to East Lansing.

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve Item b above. Mr. Stevens voted "no" on Item b.

Report of  
scholarship  
award winners

31. Report that the following students were awarded the Michigan State University Scholarship Awards at Senior Swingout on May 20:

Frederick J. Gilman--Major in Physics, average 4.00, resident of East Lansing, graduate of East Lansing High School, \$200 award

Richard D. Freeman, Jr.--Major in Mathematics, average 3.99 resident of Midland, graduate of Midland High School, \$100 award.

Rosemary Kuhn--Major in History, average 3.92 resident of East Lansing, graduate of East Lansing High School, \$200 award.

Joan I. Harris,--Major in Home Economics Teaching, average 3.88 resident of Battle Creek, graduate of Bellevue High School, \$100 award.

32. Acting Dean Hawley of the College of Education met with the Board to discuss the problems and aspirations of the College of Education.
33. Communication from Duane L. Gibson, Chairman of the Educational Policies Committee and representing Off-Campus Programs, as follows:

I have been asked by the persons listed below, all members of the Michigan State University Educational Policies Committee, speaking on behalf of their faculty-colleagues, to request that you commend the Board of Trustees for the forward-looking and judicious policy recently adopted regarding employment of those reaching retirement status.

It is our conviction that the wisdom and judgment which a scholar accumulates in his lifetime can continue to be of service to the University and to mankind well beyond the age of 65. The recent action by the Board will, we feel, make it possible to utilize these valuable intellectual resources to the fullest and constitutes a step which is at once both just and sound.

(Persons listed are: Robert Bandurski, Science and Arts; W. D. Collings, Veterinary Medicine; A. E. Erickson, Agriculture; T. H. Greer, University College; Fay Kinder, Home Economics; D. J. Leu, Education; W. P. Smith, Engineering; M. C. Taylor, Business and Public Service; Alfred Leitner, Natural Science; C. E. Meyer, Arts and Letters; L. M. Sommers, Social Science.)

34. Professor Simonds, Chairman of the Steering Committee of the Academic Council, has asked for an opportunity to meet with the Trustees to express the appreciation of the faculty for the recent liberation of the retirement policies.

35. Communication from Professor Von Tersch, Electrical Engineering, as follows:

I sincerely believe that the action taken by the Board of Trustees at its last meeting will prove to be a milestone in the history of Michigan State University. There is no doubt in the mind of any faculty member, involved in research and graduate teaching, that a computer with maximum capability and flexibility is an absolute necessity. The decision of the Board places Michigan State University in a distinct position of leadership and the impact on faculty and students in the years to come will prove the significance of this move. The Administration and the Board of Trustees are to be congratulated for their wisdom in this action.

On behalf of the staff of the Computer Laboratory, I wish to express our appreciation for the opportunity to present our evaluations of the various systems which were under consideration.

36. Communication from the Computer Advisory Committee as follows:

continued - -

NEW BUSINESS, continuedMiscellaneous, continued

## 36. Communication Computer Advisory Committee, continued:

The undersigned members of the Computer Advisory Committee wish to express to you, and to the Board of Trustees, their thanks and deep gratitude for the recent decision on computer facilities which will make possible the placement of this University at the top in the listing of all university-operated computer facilities. We assure you of our complete dedication to the development and operation of this facility in a fashion which will make Michigan State University a leader in the usage of computer facilities as well as in the facilities themselves.

## 37. Communication from Dean W. H. Combs, as follows:

Communication  
W.H. Combs

Now that the Constitutional Convention has virtually completed its labors, I wish to take this opportunity to thank most sincerely all of you for making it possible for me to serve as Study Director for the Governor's Constitutional Convention Preparatory Commission and as Co-Director of Research and Drafting for the Convention. You were most generous in granting me time off for this endeavor and in giving support otherwise, which I greatly appreciate.

The task of laying the groundwork and of serving the Convention was arduous, but it was most interesting, instructive and enjoyable. We only hope that through our performance we have made some contribution to the cause of good government in Michigan and have brought credit to this University which we serve and for which we have great affection.

A great deal of credit for whatever success we have had should go to Dr. Alfred Kelly, Wayne State University, and Dr. Charles Joiner, University of Michigan, who served as Associate Directors for the Commission and as Co-Directors of Research for the Convention. Dr. Herbert Garfinkel, Dr. Raleigh Barlowe and Dr. Donald Leu contributed valuable studies on the constitution, and Dr. Charles Adrian, Dr. Charles Press and Dr. William Roe served effectively the Committees on Local Government, Legislative Organization and Education, respectively, as research assistants. Lastly, we were all proud of the faithful service to the Committee on Legislative Organization rendered by Ted Ervin, a graduate student, whose only remuneration was material for a master's thesis.

Again, may I say thank you and tell you how much I have appreciated having the opportunity to work with the many important men and women who served as delegates to this Convention.

On motion by Mr. Merriman, seconded by Mr. Huff, it was voted to approve all Miscellaneous Items not already acted upon.

Gifts and Grants

Gifts and  
Grants

1. The Constitutional Convention has made available to Michigan State University the furnishings and equipment of the Constitutional Convention with the understanding that it is to be reassembled in some suitable location on our campus to be used as a classroom, for conferences, or other university uses. It is recommended that this equipment be accepted to be stored temporarily until it is decided where it can be used most effectively. The equipment will include all chairs, desks, the podium, the Great Seal of Michigan, gallery of the press box, carpeting, et cetera.
2. Gift from the Class of 1912 of the sum of \$5,227 to be applied toward the building of the planetarium. The names of the members of the class whose contributions make this gift possible appear in the formal communication. The communication includes the statement: "The class is mindful of the instruction and guidance which Michigan State University (then Michigan Agricultural College) gave each of us during our years of study here. We appreciate and are indeed thankful for this early influence on our lives."
3. Gift of milking equipment valued at \$74.45 from Bou-Matic Milkers, Inc., of Ontario, California, to be used in the Dairy Department for research and teaching.
4. Gift of a ruska Super Dip Instrument valued at \$1,280 from The Cleveland-Cliffs Iron Company of Ishpeming to be used in the Geology Department for teaching and research in geophysical exploration.
5. Grants as follows to be used for scholarship purposes:
  - a. \$5,000 from The Dow Chemical Company of Midland to be used for scholarships as follows:
    - \$2,000 in Chemistry
    - \$1,500 in Chemical Engineering
    - \$ 500 in Metallurgy in the Department of Metallurgy, Mechanics, and Materials Science
    - \$1,000 in the School of Packaging in the Department of Forest Products
  - b. To provide new scholarships:
    - 1) \$100 from the American Oil Company of Detroit to encourage further training in the field of Agricultural Engineering.
    - 2) \$25 from Xi Gamma Chapter of Chi Omega Fraternity of East Lansing for an award to the outstanding woman student in Sociology.
    - 3) \$200 from the Downtown Opti-Mrs. Club of Lansing for a scholarship in the School of Nursing for a sophomore, junior, or senior with a 2.8 average or better who is in need of financial assistance.

NEW BUSINESS, continuedGifts and  
GrantsGifts and Grants, continued

5. Grants as follows to be used for scholarship purposes:
  - b. To provide new scholarships, continued:
    - 4) \$10,000 from the Eugene C. Eppley Foundation of Omaha, Nebraska, for Scholarships for Hotel, Restaurant, and Institutional Management majors enrolled in the Master of Business Administration program.
    - 5) \$1,500 from the H. J. Heinz Company of Pottsburgh, Pennsylvania, of which \$1,000 is for a scholarship for a student in the Food Marketing Management program and \$500 for administration of the program.
    - 6) \$75 from Toni Jensen of River Forest, Illinois, to be given to a needy student.
    - 7) \$100 from the MSU Alumni Club of Western New York of Buffalo, New York for a superior and needy Western New York student for 1962-63.
  - c. To be credited to previously established scholarships:
    - 1) \$500 from the American Society for Metals Foundation for Education and Research of College Park, Maryland.
    - 2) \$1,000 from The Chemstrand Corporation of New York City to be used \$500 for the scholarship and \$500 as a grant-in-aid in Chemical Engineering.
    - 3) \$750 from Douglas Aircraft Company of Santa Monica, California,
    - 4) \$279 from the National Merit Scholarship Corporation of Evanston, Illinois, on behalf of the Frederick W. Wagner Memorial Merit Scholar.
    - 5) \$400 from the Presser Foundation of Philadelphia, Pennsylvania.
    - 6) \$1,000 from the Prophet Company
    - 7) \$1,000 from Solvay Process Division of Detroit for a student in Engineering.
  - d. To be credited to the MSU Faculty Scholarship Account:
    - 1) \$25 from Paul Bader of the Admissions Office.
    - 2) \$150 from the Department of Elementary School Principals of the Michigan Education Association of Detroit, on behalf of S. J. Idzerda.
    - 3) \$25 from T. L. Handy High School of Bay City on behalf of S. J. Idzerda.
    - 4) \$5 from Evangeline Putris of Belleville
  - e. To aid specified students:
    - 1) \$5.50 from Tom A. Johnson of East Lansing.
    - 2) \$93 from the Charles and Gladys Saur Foundation of Grand Rapids.
    - 3) \$668 from the Rotary Club of Battle Creek.
    - 4) \$100 from the Michigan Home Economics Extension Council
    - 5) \$93 from the Sigma Alpha Iota Patroness Fund of East Lansing.
    - 6) \$800 from the George M. Pullman Educational Foundation of Chicago.
    - 7) \$300 from the Foundry Educational Foundation of Cleveland, Ohio.
    - 8) \$93 from the Michigan Press Association of East Lansing.
    - 9) \$200 from the National Merit Scholarship Corporation of Evanston, Illinois.
    - 10) \$500 from the Michigan Association of Home Builders of Lansing.
    - 11) \$1,500 from the Jewel Tea Company of Melrose Park, Illinois.
    - 12) \$100 from Scott Paper Company of Philadelphia, Pennsylvania
    - 13) \$80 from Asher Student Foundation of Detroit
    - 14) \$150 from John J. Radel Company, Inc., of Cincinnati, Ohio
    - 15) \$100 from the MSU Alumni Club of Saginaw
6. Grant of \$2,000 from the Office of Information, Publications Research, of the United States Department of Agriculture of Washington, D.C., to be used in the Institute for Extension Personnel Development to study the effectiveness of different types of publications as a means of mass communication.
7. Grant of \$856.86 from the Farmers and Manufacturers Beet Sugar Association of Saginaw to be used under the direction of R. G. Mawby in 4-H Clubs to pay expenses of adults and delegates on the Sugar Beet Tour.
8. Grants as follows to be used under the direction of N. P. Ralston in the Cooperative Extension Service for salary support for agents in the respective counties:
  - a. \$3,000 from the Board of Supervisors of Presque Isle County
  - b. \$2,250 from the Board of Supervisors of Kalamazoo County.
  - c. \$4,000 from the Board of Supervisors of Shiawassee County.
  - d. \$1,000 from the Board of Supervisors of Clinton County.
  - e. \$4,500 from the Board of Supervisors of Lenawee County.
  - f. \$4,000 from the Board of Supervisors of St. Joseph County.
  - g. \$4,500 from the Board of Supervisors of Ingham County.
9. Renewal of a memorandum of agreement with the Economic Research Service of the United States Department of Agriculture covering a grant of \$12,000 to be used under the direction of L. L. Boger in Agricultural Economics to assess the significance of product specialization of agricultural adjustments in the Saginaw Valley and Upper Thumb areas of Michigan.
10. Renewal of a memorandum of agreement with the Michigan REA Safety and Job Training Commission of Boyne City covering a grant of \$10,800 to be used under the direction of A. W. Farrall in Agricultural Engineering to carry on an in-service safety and job training program for 1962-63.
11. Renewal of a memorandum of agreement with the National Silo Association of St. Matthews, Kentucky, covering a grant of \$1,000 to be used under the direction of James S. Boyd in Agricultural Engineering to continue research on physical conditions in farm silos.

NEW BUSINESS, continuedGifts and Grants, continuedGifts and  
Grants

12. Grant of \$1,500 from the H. J. Heinz Company of Pittsburgh, Pennsylvania, to be used under the direction of B. A. Stout in Agricultural Engineering and S. K. Ries in Horticulture to continue research on the development of a mechanical tomato harvester.
13. Grant of \$2,000 from the Eli Lilly Company of Indianapolis, Indiana, to be used under the direction of John E. Nellor in Animal Husbandry to determine the influence of progestational agents on ovarian and reproductive tract histology of cattle.
14. Grant of \$1,000 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of W. A. Wood in Biochemistry as a \$500 grant to a student studying the control of enzyme synthesis in bacteria and \$500 for expenses in connection with his fellowship work.
15. Grant of \$9,050 from the National Science Foundation of Washington, D.C., to be used under the direction of E. J. Benne in Biochemistry to enlarge the undergraduate research participation program during the summers of 1962 and 1963.
16. Approval of a memorandum of agreement with Hoffman-La Roche, Inc., of Nutley, New Jersey, covering a grant of \$6,000 to be used under the direction of J. W. Thomas in Dairy to compare the level of milk production and health of cow and calf when given supplemental vitamin A.
17. Approval of a memorandum of agreement with the American Steel and Wire Division of the U. S. Steel Corporation of Cleveland, Ohio, covering a grant of \$2,800 to be used under the direction of B. A. Stout in Agricultural Engineering to obtain design data for wire mesh containers for handling processing tomatoes.
18. Grants as follows to be used under the direction of W. F. Meggitt in Farm Crops for weed control research of sugar beets:
  - a. Approval of a memorandum of agreement with the Northern Ohio Sugar Company of Fremont, Ohio, covering a grant of \$1,200.
  - b. Renewal of a memorandum of agreement with the Farmers and Manufacturers Beet Sugar Association of Saginaw covering a grant of \$500.
19. Approval of a memorandum of agreement with the Michigan Potato Industry Council of East Lansing covering a grant of \$3,200 to be used under the direction of N. R. Thompson in Farm Crops for assisting with increase of the Russet Arenac variety.
20. Grant of \$8,865 from the Atomic Energy Commission of Washington, D.C., to be used under the direction of R. C. Ball in Fisheries and Wildlife to purchase isotope counting equipment.
21. Grant of \$300 from the Wildlife Management Institute of Washington, D.C., to be used under the direction of M. D. Pirnie in Fisheries and Wildlife for a waterfowl book study.
22. Renewal of a memorandum of agreement with the Kaiser Aluminum and Chemical Corporation of Oakland, California, covering a grant of \$3,000 to be used under the direction of J. W. Goff in the School of Packaging to conduct basic research on the gas permeability of packaging materials.
23. Grant of \$8,000 from the Packaging Foundation, Inc., of East Lansing to be used under the direction of A. J. Panshin in the School of Packaging to provide for activities of The Packaging Foundation, Inc.
24. Approval of a memorandum of agreement with Amchem Products, Inc., of Ambler, Pennsylvania, covering a grant of \$600 to be used under the direction of S. K. Ries in Horticulture to study the apparent synergism of ammonium thiocyanate and amitrole.
25. Renewal of a memorandum of agreement with the Atomic Energy Commission of Chicago covering a grant of \$1,547 to be used under the direction of H. B. Tukey in Horticulture for a trip to Bombay, India, to give a talk on "Mechanisms of Uptake of Ions by Above-Ground Plant Parts and Their Subsequent Transport and Redistribution within the Plant".
26. Renewal of a memorandum of agreement with the Atomic Energy Commission of Argonne, Illinois, covering a grant of \$32,050 to be used under the direction of H. B. Tukey, S. H. Wittwer, and M. J. Bukovac in Horticulture for research on mechanisms of uptake of ions by above-ground plant parts and their subsequent transport and redistribution within the plant. The agreement provides for special graduate research assistants.
27. Grant of \$750 from the Michigan State Florists Association of East Lansing to be used under the direction of P. R. Krone in Horticulture for improvements and equipment for the retail flower store laboratory.
28. Renewal of a memorandum of agreement with the Union Carbide Corporation of New York City covering a grant of \$750 to be used under the direction of M. J. Bukovac in Horticulture for studies on the use of Sevin for chemical thinning of apples.
29. Approval of a memorandum of agreement with The Upjohn Company of Kalamazoo covering a grant of \$4,500 to be used under the direction of P. J. Schaible in Poultry Science to determine the effect of Lincomycin on rate of growth, feed efficiency, egg production, viability, and other economic factors when added to different types of poultry feeds.



NEW BUSINESS, continuedGifts and  
GrantsGifts and Grants, continued

30. Approval of a memorandum of agreement with the Proctor and Gamble Company of Cincinnati, Ohio, covering a grant of \$3,000 to be used under the direction of A. E. Erickson and James Tyson in Soil Science for research on the effects of evaporation suppressants on the establishment and maintenance of turfgrass and the movement of these materials in soils and plants. This is a renewal of agreement.
31. Grant of \$3,000 from The Lake States Forest Experiment Station to be used under the direction of A. E. Erickson in Soil Science to conduct studies in watershed management.
32. Grant of \$2,000 from the United States Air Force to be used under the direction of J. D. Edwards in Accounting and Financial Administration for payment of supervising services for the conduct of a seminar in fiscal procedures in the federal government for the Air Force officers who are enrolled in the Air Force Controllership Program.
33. Grant of \$500 from the Continental Baking Company of Rye, New York, to be used under the direction of E. M. Barnet in Marketing and Transportation Administration as a contribution toward the administration of the Food Marketing Management Program because of a man the Company has sent to participate in the program.
34. Grant of \$73,752 from the Cooperative Research Program in the United States Office of Education of Washington, D.C., to be used under the direction of W. B. Brookover, Jean LePere, and Donald Hamachek in the Bureau of Educational Research for a study of the improvement of academic achievement of junior high school students through the enhancement of self-concept of ability. Provision is made for special graduate research assistants.
35. Renewal of a memorandum of agreement with the United States Office of Education covering a grant of \$21,000 to be used under the direction of James Costar in Education for an institute to improve qualifications of persons engaged in or preparing to engage in the counseling and guidance of students in secondary schools.
36. Grant of \$74,865 from the United States Office of Education to be used under the direction of Norman Kagan in the College of Education for a Counseling and Guidance Training Institute. Provision is made for special graduate research assistants.
37. Grant of \$2,200 from the American Heart Association of New York City to be used under the direction of Janet A. Wessel in Health, Physical Education, and Recreation for a validation of an activity recall record for a given population.
38. Approval of a memorandum of agreement with the National Science Foundation of Washington, D.C., covering a grant of \$24,080 to be used under the direction of H. E. Koenig in Electrical Engineering to improve undergraduate laboratories in the area of electrical and hydro-mechanical systems.
39. Renewal of a memorandum of agreement with the Atomic Energy Commission of Washington, D.C., covering a grant of \$31,290 to be used under the direction of W. E. Taylor in the Division of Engineering Research and the Department of Metallurgy, Mechanics, and Materials Science for research on the growth of crystals having controlled dislocation imperfections, and the use of such crystals for the study of generation and interaction of dislocations with each other under conditions of applied stress. The agreement provides for special graduate research assistants.
40. Grant of \$11,363 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of Dorothy Arata in Foods and Nutrition to support studies on biochemical effect of Threonine imbalances. Provision is made for special graduate research assistants.
41. Grant of \$160 from the Michigan Water Resources Commission of Lansing to be used under the direction of Ted Irmiter in Foods and Nutrition to conduct taste and odor tests and submit a report to the Water Resources Commission considering the fish taint in Muskegon Lake.
42. Renewal of a memorandum of agreement with the National Science Foundation of Washington, D.C. covering a grant of \$23,000 to be used under the direction of John H. Beaman in Botany and Plant Pathology to carry out a taxonomic, ecological, and phytogeographic study of the alpine flora of Mexico and Guatemala. The agreement provides for special graduate research assistants.
43. Renewal of memoranda of agreement covering grants to be used under the direction of E. J. Klos in Botany and Plant Pathology, as follows:
  - a. \$500 from the California Chemical Company of San Francisco to study the control of cherry and plum leaf spot by use of new fungicidal treatments.
  - b. \$500 from the Pennsalt Chemicals Corporation of Aurora, Illinois, for control of fruit scab, leaf spot, and fire blight by chemical means.
  - c. \$500 from the Stauffer Chemical Company of San Francisco to study the control of cherry leaf spot, apple scab, strawberry leaf spot, peach brown rot and scab, and apricot bacterial spot by use of new chemical compounds.
  - d. \$250 from the Upjohn Company of Kalamazoo to study the systemic activity of Acti-dione against *Coccomyces hiemalis* and fungicidal activity of Bottran against *Monilinia fructicola* and *Botrytis* on several fruit crops.
44. Grants as follows to be used under the direction of D. J. deZeeuw in Botany and Plant Pathology to aid in support of graduate research assistantships on seed treatment and soil treatment fungicides:

NEW BUSINESS, continuedGifts and Grants, continuedGifts and  
Grants

44. Grants to be used in Botany and Plant Pathology under direction of D. J. deZeeuw as follows:
- \$100 from Diamond Alkali Company of Painesville, Ohio
  - \$300 from Minnesota Mining and Manufacturing Company of St. Paul.
  - \$250 from the Naugatuck Chemical Division of the U. S. Rubber Company of Naugatuck, Connecticut.
  - \$200 from the Stauffer Chemical Company of New York City.
45. Approval of the following memoranda of agreement covering grants to be used under the direction of H. S. Potter in Botany and Plant Pathology:
- \$250 from E. I. du Pont de Nemours & Company of Wilmington, Delaware, to determine the control of angular leaf spot of cucurbits, mildew on onions, leaf spot on carrots and celery, and late blight on potatoes with a new experimental spray compound.
  - \$220 from the Upjohn Company of Kalamazoo for research on the control of Botrytis on onion and potatoes with Botran, a new experimental compound.
46. Renewal of the following memoranda of agreement covering grants to be used under the direction of H. S. Potter in Botany and Plant Pathology:
- \$500 from the Diamond Alkali Company of Painesville, Ohio, for research on the control of potato scab by chemical soil treatment.
  - \$300 from the Miller Chemical Fertilizer Corporation of Baltimore, Maryland, to study the control of foliar diseases of tomatoes and peppers by use of copper zinc chromate combined with certain organic compounds.
  - \$250 from the Stauffer Chemical Company of New York City to continue studies on control of certain fungus diseases on pickling cucumbers, celery, onions, and carrots.
  - \$200 from Rohm & Haas of Philadelphia, Pennsylvania, to conduct research on the control of Alternaria leaf spot of pickling cucumbers and mildew of onions, using new dithiocarbamate compounds.
  - \$330 from the Tennessee Corporation of College Park, Georgia, to develop an effective chemical spray program for pickling cucumbers to control angular leaf spot, using copper compounds.
47. Approval of a memorandum of agreement with the American Oil Company of Chicago covering a grant of \$4,000 to be used under the direction of A. J. Howitt in Entomology to investigate the biological activity of polybutenes and polypropylenes.
48. Renewal of memoranda of agreement covering grants to be used under the direction of Angus Howitt in Entomology, as follows:
- \$1,500 from Union Carbide Corporation of New York City for insect control studies conducted with Sevin.
  - \$1,000 from the Stauffer Chemical Company of Mountain View, California, for investigations with Trithion and Imidan on fruit insects.
  - \$750 from Niagara Chemical Company of Middleport, New York, to investigate the use of experimental compounds for control of pests infecting tree fruits and conduct trials with Thiodan against lesser and peach tree borer.
49. Renewal of a memorandum of agreement with the Velsicol Chemical Corporation of Chicago covering a grant of \$1,200 to be used under the direction of Gordon Guyer in Entomology for an evaluation of insecticides.
50. Grants as follows from the United States Office of Education to be used under the direction of Eugene Jacobson in the African Language and Area Center:
- Renewal of a memorandum of agreement covering a grant of \$41,942 to develop a program of teaching and research in the field of African studies, with special emphasis on African Languages.
  - Approval of a memorandum of agreement covering a grant of \$14,602 to provide an intensive summer program in African studies, with special emphasis on African languages.
51. Renewal of a memorandum of agreement with the Atomic Energy Commission of Argonne, Illinois, covering a grant of \$15,850 to be used under the direction of Max T. Rogers in Chemistry for a physico-chemical investigation of the interhalogen compounds. The agreement provides for special graduate research assistants.
52. Approval of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of \$204 to be used under the direction of Max T. Rogers in Chemistry as a special fellowship allowance for a student.
53. Renewal of a memorandum of agreement with the Petroleum Research Fund of the American Chemical Society of Washington, D.C., covering a grant of \$18,400 to be used under the direction of R. H. Schwendeman in Chemistry for research on structures of hydrocarbon rings. The agreement provides for special graduate research assistants.
54. Renewal of a memorandum of agreement with the Office of Naval Research of Washington, D.C., covering a grant of \$18,000 to be used under the direction of R. D. Spence and Harold Forstat in Physics and Astronomy for a study of antiferromagnetic behavior in single crystals. The agreement provides for special graduate research assistants.



NEW BUSINESS, continuedGifts and  
GrantsGifts and Grants, continued

55. Grants to be used under the direction of W. J. Hinze in Geology, as follows:
  - a. \$700 from the Ford Motor Company Fund of Dearborn for a study of the application of radio field measurement to geological mapping.
  - b. Renewal of a memorandum of agreement covering a grant of \$13,314 from Harold McClure of Alma to carry on fundamental geophysical studies in Michigan involving magnetics, gravity, seismic, and electrical methods of instrumentation.
  - c. \$925 from the McClure Oil Company of Alma to obtain a Zeiss self-leveling level.
  - d. \$350 from the McClure Oil Company for clerical help in setting up a program for the computer.
56. Renewal of a memorandum of agreement with the United States Air Force Office of Scientific Research of Washington, D.C., covering a grant of \$10,400 to be used under the direction of P. M. Parker in Physics and Astronomy for theoretical investigation of molecular spectra and structure. The agreement provides for special graduate research assistants.
56. Renewal of a memorandum of agreement with the United States Air Force Office of Scientific Research of Washington, D.C., covering a grant of \$10,400 to be used under the direction of P. M. Parker in Physics and Astronomy for theoretical investigation of molecular spectra and structure. The agreement provides for special graduate research assistants.
57. Renewal of a memorandum of agreement with the Office of Naval Research covering a grant of \$36,110 to be used under the direction of E. A. Biedemann in Physics and Astronomy to study optical methods for absolute measurement of sound pressure in liquids. The agreement provides for special graduate research assistants.
58. Renewal of a memorandum of agreement with the Atomic Energy Commission of Washington, D.C. covering a grant of \$10,050 to be used under the direction of D. J. Montgomery in Physics and Astronomy to investigate thermal properties of separated isotopes. The agreement provides for special graduate research assistants.
59. Grant of \$24,198 from the Meteorological Development Laboratory of the United States Air Force of Waltham, Massachusetts, to be used under the direction of Herman Rubin in Statistics for research on the variability of clouds. Provision is made for special graduate research assistants.
60. Grant of \$8,214 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of A. M. Barch in Psychology to determine the detrimental effect of prolonged driving on young drivers with low and high driving exposure.
61. Grant of \$69,393 from the National Institutes of Health to be used under the direction of C. L. Winder in Psychology to support graduate training in clinical psychology.
62. Renewal of a memorandum of agreement with the American National Red Cross of Washington, D. C., covering a grant of \$3,000 to be used under the direction of E. O. Moe in Sociology and Anthropology to create a research framework and specific research designs for study of the role of the American Red Cross in disaster, and for continuing analyses of Red Cross-community relations. The agreement provides for a special graduate research assistant.
63. Grant of \$20,900 from the National Science Foundation to be used under the direction of Wayne Taylor in the Science and Mathematics Teaching Center to improve the status of science and mathematics education in the State of Michigan.
64. Grant of \$17,200 from the National Science Foundation to be used under the direction of R. W. Lewis and J. L. Goatley in Natural Science for research on the role of Guttation water in the host-parasite relationship.
65. Grants as follows to be used under the direction of Dean W. W. Armistead in the College of Veterinary Medicine:
  - a. \$25 from Mrs. Helen R. Sholl of East Lansing for an award to an outstanding clinical pathology student in memory of Dr. Sholl.
  - b. \$1,500 from The Quaker Oats Company of Chicago to underwrite the cost of the Honors Convocation banquet for the College of Veterinary Medicine.
  - c. \$10 from the Women's Auxiliary to the MSU Student Chapter of AVMA of East Lansing to purchase materials for the Veterinary library.
66. Grant of \$181 from the National Institutes of Health to be used under the direction of R. N. Costilow in Microbiology and Public Health for Lawrence Day to attend the annual meeting of the American Society for Microbiology in Kansas City.
67. Grant of \$23,201 from the United States Office of Education of Washington, D.C., to be used under the direction of P. L. Dressel in the Office of Institutional Research to continue the study of the effects of higher education on the development of critical thinking, attitudes and values.
68. Grant of \$250 from the Michigan Press Association Foundation of East Lansing to be used to purchase reference books for the library of the Michigan State News.
69. Grant of \$1,300 from the United States Department of Agriculture of Washington, D.C., to be used under the direction of Charles Press in Continuing Education to study the problems of urbanization as they affect the residents of rural areas.
70. Grant of \$3,500 from Campbell Soup Company of Camden, New Jersey, to be credited to the Discretionary Gift Fund. This is an unrestricted grant.

NEW BUSINESS, continuedGifts and Grants, continuedGifts and  
Grants

71. Grant of \$19,700 from the National Science Foundation to be used under the direction of Moreau S. Maxwell in the Museum for research entitled "Pre-Dorset of Baffin Island".
72. Grant of \$200 from the Michigan Farm Bureau of Lansing to be used under the direction of L. T. Frymire in Radio Broadcasting to support the production and distribution of the "Farm Pulse radio series and other agricultural broadcasts.
73. Grant of \$100 from the International Business Machines Corporation to be credited to the Discretionary Gift Fund. This is the Corporation's support of their Thomas J. Watson Memorial Scholarship Program administered in cooperation with the National Merit Scholarship Corporation.
74. Grant of \$100 from Radio Corporation of America of Princeton, New Jersey to be credited to the Discretionary Gift Fund. This gift is sent for education members of the RCA staff during 1961.

Reports for Board Members

1. Cut door into storage closet off the main hallway to provide exit for men in small office (234A Natural Science Building ) \$550
2. Improve ventilation in Room 8, Agricultural Engineering, which is used for research by Food Science  $\frac{100}{\$650}$

The above alteration and improvement items were approved since the April meeting of the Trustees.

3. Additional payments to salaried employees, as per list on file.

MICHIGAN STATE UNIVERSITY-OaklandMSU-O  
ResignationsResignations and Terminations

1. Harold Fromm, Instructor in English, August 31, 1962. (Not reappointed).
2. Justus R. Pearson, Jr. Assistant Professor of English, August 31, 1962. (Not reappointed)
3. James H. Stoddard, Assistant Professor of Mathematics, August 15, 1962.
4. June G. Collins, Assistant Professor of Sociology and Anthropology, August 31, 1962. (Not reappointed)
5. Louis E. Martin, Assistant Librarian in the Library, May 31, 1962 to accept a position at the University of Rochester, New York.

Leaves--Other

MSU-O Leaves

1. Herman W. Lewis, Associate Professor of Biology without pay from September 1, 1962 to August 31, 1963 to accept a position with the National Science Foundation.
2. Thomas Fitzsimmons, Associate Professor of English without pay from September 1, 1962 to August 31, 1963 to accept a Fulbright grant to teach at the University of Tokyo.

AppointmentsMSU-O Appoint-  
ments

1. Harry Morris Neumann, Instructor in Classics, at a salary of \$6300 per year on a 10-month basis effective August 15, 1962.
2. Alfred Lessing, Instructor in Philosophy, at a salary of \$6000 per year on a 10-month basis effective August 15, 1962.
3. Steven R. Miller, Assistant Professor of Chemistry at a salary of \$7200 per year on a 10-month basis effective August 15, 1962.
4. Robbin R. Hough, Assistant Professor of Economics at a salary of \$7600 per year on a 10-month basis effective August 15, 1962.
5. David G. Lowy, Director of Counseling and Asst. Prof of Psychology at a salary of \$10,000 per year on a 12-month basis effective April 23, 1962.
6. Margaret S. Irwin, Assistant Librarian in the Library, at a salary of \$7000 per year on a 12-month basis effective April 23, 1962.

Miscellaneous

1. Mr. Varner recommends that members of the faculty of Michigan State University-Oakland teaching in the trimester April 26 to August 10 be compensated at the rate of 3% of the annual 10-month salary for each week of full-time service during the trimester. Some employees will be working half time or other fractions, and their compensation will be based on that formula.

Compensation  
rate for  
faculty MSU-O  
teaching  
in trimester  
Apr. 26-Aug.10  
compensated at  
3% annual 10-mo  
salary, etc.

## 4674 MICHIGAN STATE UNIVERSITY-OAKLAND, continued

Promotions  
MSU-O

## 2. Recommendation for the promotion of the following faculty members, effective July 1, 1962:

To ProfessorDivision of Humanities  
Foreign Languages

- Francis P. Tafoya

To Associate ProfessorDivision of Humanities  
English  
History- Gertrude White  
- Peter AmannDivision of Science and Engineering  
Chemistry

- Paul Tombouljian

To Assistant ProfessorDivision of Humanities  
English

- Gloria Shapiro

## 3. Communication from Mr. May, as follows:

On May 2, I received the loan agreement from the Housing and Home Finance Agency for the \$1,200,000 MSU-O loan. We now need authority from the Board for me to execute this agreement and approval of the necessary resolution:

RESOLUTION APPROVING AND PROVIDING FOR THE EXECUTION  
OF A LOAN AGREEMENT, AND NUMBERED CONTRACT NO. Ch-Mich.  
-56(DS), BY AND BETWEEN THE BOARD OF TRUSTEES OF MICHIGAN  
STATE UNIVERSITY OF AGRICULTURE AND APPLIED SCIENCE AND  
THE UNITED STATES OF AMERICA.

BE IT RESOLVED BY the Board of Trustees, as follows:

SECTION 1. The pending Loan Agreement and Numbered Contract No. CH-Mich.-56(DS) and relating to the erection on the campus of Michigan State University-Oakland, an educational institution of higher learning located in Rochester, Michigan, of two dormitories to provide housing and appurtenant facilities for approximately 96 men students, 96 women students and 2 housemothers; also, an addition to existing Student Center Building, including dining facilities for student enrollment and renovation of existing serving room space, by and between the Board of Trustees of Michigan State University of Agriculture and Applied Science and the United States of America, is hereby in all respects approved.

SECTION 2. The Treasurer, Philip J. May, is hereby authorized and directed to execute the said Loan Agreement in two counterparts on behalf of the Board of Trustees and the Secretary, Jacweir Breslin, is hereby authorized and directed to impress and attest the official seal of the Board of Trustees on each such counterpart and to forward two such counterparts to the Housing and Home Finance Agency, together with such other documents relative to the approval and execution of such counterparts and to this Resolution as may be required by the Government.

EXTRACTS FROM THE MINUTES OF A REGULAR MEETING OF THE BOARD  
OF TRUSTEES OF MICHIGAN STATE UNIVERSITY OF AGRICULTURE AND  
APPLIED SCIENCE HELD ON THE 25TH DAY OF MAY, 1962.

The Board of Trustees met in regular meeting at Michigan State University in the City of East Lansing, Michigan at 10 o'clock A.M. on the 25th day of May, 1962, the place, hour and date duly established for the holding of such meeting.

The President called the meeting to order and on roll call the following answered present:

Dr. Connor D. Smith, Chairman  
Warren M. Huff  
Frank Merriman  
Don Stevens  
Jan B. Vanderploeg

and the following were absent:

Lynn M. Bartlett, Ex officio  
C. Allen Harlan

The President declared a quorum present.

A Resolution entitled "Resolution Approving and Providing for the Execution of a Loan Agreement, and Numbered Contract No. CH-Mich.-56(DS), By and Between the Board of Trustees of Michigan State University of Agriculture and Applied Science and the United States of America" was introduced by President Hannah.

continued.

Approval  
resolution  
\$1,200,000  
MSU-O loan

MICHIGAN STATE UNIVERSITY-OAKLAND, continued

## 3. Communication from Mr. May re: loan agreement, continued:

Resolution  
approved  
MSU-O loan

Said Resolution and the proposed Loan Agreement described therein were then read in full and discussed and considered.

Mr. Stevens then moved the adoption of the Resolution as introduced and read. Mr. Huff seconded the motion, and, on roll call, the following voted "Aye":

Dr. Smith  
Mr. Huff  
Mr. Merriman  
Mr. Stevens  
Mr. Vanderploeg

and the following voted "Nay"

None

The President thereupon declared the motion carried and the Resolution adopted as introduced and read.

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For the information of the Board, the principal conditions of the loan are as follows:

- 1) Bonds will be dated July 1, 1962.
- 2) Principal amount: \$1,200,000
- 3) Interest rzte: 3 $\frac{1}{2}$ % payable semi-annually on January 1 and July 1 in each year.
- 4) Maturities: July 1 in years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
1965-1968	\$15,000	1991-1993	\$40,000
1969-1975	20,000	1994-1997	45,000
1976-1981	25,000	1998-2000	50,000
1982-1986	30,000	2001-2002	55,000
1987-1990	35,000		

- 5) Security: Pledge of the income from the two dormitories and the Student Center.

- 6) Redemption provisions:

Bonds numbered 1 through 140 inclusive, maturing July 1, 1965, through July 1, 1972, inclusive, to be uncallable.

Bonds numbered 141 through 940 inclusive, maturing July 1, 1973, through July 1, 1997, inclusive, to be callable at the option of the Borrower prior to the stated maturities thereof, in whole or in part and in inverse numerical order on any interest payment date after July 1, 1972, upon at least thirty days' prior notice, at the principal amount thereof, plus accrued interest to the date of redemption and a premium for each bond as follows:

3% if redeemed January 1, 1973, through July 1, 1977, inclusive  
2 $\frac{1}{2}$ % if redeemed January 1, 1978, through July 1, 1982, inclusive  
2% if redeemed January 1, 1983, through July 1, 1987, inclusive  
1 $\frac{1}{2}$ % if redeemed January 1, 1988, through July 1, 1992, inclusive  
1% if redeemed after July 1, 1992.

Bonds numbered 941 through 1200 inclusive, maturing July 1, 1998, through July 1, 2002, inclusive, to be callable at the option of the Borrower in whole or in part and in inverse numerical order on any interest payment date during the entire life of the loan, upon at least thirty days' prior notice, at par plus accrued interest to the date of redemption

Priority as to call shall extend to bonds numbered 941 through 1200 inclusive over bonds numbered 141 through 940 inclusive.

It has taken a long time to get this loan agreement, and there is still additional paper work to be completed, but I hope it will be possible to close the loan sometime in early July.

On motion by Mr. Stevens, seconded by Mr. Huff, it was voted to approve Item 3.

Gifts and GrantsGifts and  
Grants

1. Grants for scholarship purposes, as follows:

- a. \$25 from Mr. Stanley S. Kresge of Detroit, given in memory of Alfred G. Wilson, for deposit in the Discretionary Gift Fund, 91-1162
- b. \$500 from Mr. and Mrs. Alfred C. Girard of Bloomfield Hills for deposit in account 92-3358, MSU-O Scholarships

MICHIGAN STATE UNIVERSITY-OAKLAND, continued

Gifts and  
Grants MSU-O

1. Grants for scholarship purposes, continued:
- c. \$20 from an anonymous donor for account 91-3359.
  - d. \$45 from the Rochester Area Ministerial Association for account 91-3900
  - e. For MSU-O Scholarships account 91-3225:
    - 1) \$1,000 from the R euther Labor Foundation of Detroit
    - 2) \$280 from Mrs. D. H. Curry of Royal Oak
    - 3) \$510 from the Pontiac State Bank
    - 4) \$25 from Nat Simons, Jr., of MSU-O
    - 5) \$500 from Eurpac Service, Inc., of Greenwich, Connecticut

On motion by Mr. Vanderploeg, seconded by Dr. Smith, it was voted to approve all Michigan State University-Oakland Items.

ADDITIONAL ITEMS

1. Return of Dean W. H. Combs full time to the University payroll on May 18, 1962.
2. Appointment of Paul Varg as Dean of the College of Arts and Letters at a salary of \$17,500 per year on a 12-month basis, effective July 1, 1962. At present Dr. Varg is Professor of History at a salary of \$12,400 per year on a 10-month basis.

On motion by Mr. Merriman, seconded by Mr. Vanderploeg, it was voted to approve the appointment of Paul Varg as Dean of the College of Arts and Letters at a salary of \$17,500 per year effective July 1, 1962.

3. On May 23, bids were received for modification of Rather and Butterfield Halls for use as women's residence halls, as follows:

Hanel-Vance Construction Co.	\$52,275
Haussman Construction Co.	52,600
The Christman Company	55,378

It is recommended that the contract be awarded to the Hanel-Vance Construction Company, the low bidder, in the amount of \$52,275.

4. On May 23 bids were received for remodeling and renovations in Shaw Hall, as follows:

Hanel-Vance Construction Co.	59,294
The Christman Company	59,400
Haussman Construction Co.	60,800

It is recommended that the contract be awarded to the Hanel-Vance Construction Company the low bidder, in the amount of \$59,294.

5. On May 18 the following bids were received for walks and drives in the Case and Wilson Dormitory area:

Crandall Trenching Service	\$75,921.50
Kegle Construction Co.	76,175.39
T. A. Forsberg, Inc.	81,160.50
Kenneth C. Roberts	101,024.75

It is recommended that the contract be awarded to Crandell Trenching Service, the low bidder in the amount of \$75,921.50.

6. On May 18 the following bids were received for site work for the new Engineering Building and the traffic circle on Shaw Lane.

	Engr. Bldg.	Traffic Circle	Alt. A.	Total
Kegle Construction Co.	\$39,554.75	\$11,107.05	\$6,386.80	\$57,048.60
Crandall Trenching Service	39,729.50	13,318.00	6,401.30	59,448.80
T. A. Forsberg, Inc.	42,437.00	13,329.30	7,213.80	62,980.10
Kenneth C. Roberts	56,707.50	17,828.50	8,893.80	83,429.80

It is recommended that the contract be awarded to the Kegle Construction Company in the amount of \$57,048.60 covering work required under the base bid and Alternate A for the Engineering Building and for the Traffic Circle on Shaw Lane.

- On motion by Mr. Stevens, seconded by Mr. Huff, it was voted to approve the recommendations in items 3, 4, 5 and 6.

7. Authorization to proceed with alterations in Berkey Hall to provide offices for headquarters for the College of Social Science and the College of Arts and Letters at a total estimated cost of \$38,640. An appropriation for this item is authorized. (Account 11-5293)

W.H. Combs  
returned to  
staff full  
time

Paul Varg  
appointed Dean  
Arts and  
Letters

Approval  
awarding con-  
tracts for  
modification  
Rather and  
Butterfield  
Halls

Approval  
awarding con-  
tracts for  
renovations to  
Shaw Hall

Approval  
awarding con-  
tracts for  
walks and  
drives Case &  
Wilson dorm  
area.

Approval  
Awarding con-  
tract for site  
work new Engr.  
Bldg.

Approval alts.  
Berkey Hall  
to offices  
for College  
Social Sci.  
and College  
Arts and  
Letters.

May 25, 1962

ADDITIONAL ITEMS, continuedMiscellaneous, continued

8. Obsolescence, heavy use, and winter damage make it necessary to make substantial road repairs in the extension of Kalamazoo Street from Harrison Road to the bridge at the Women's Gymnasium, and in Shaw Lane from Harrison Road to a point near the new Engineering Building. Authorization is requested to proceed to take bids on these projects for submission to the June Trustees' meeting.
9. It is recommended that the location of the Planetarium be changed from adjacent to the south side of the Museum Building to a site approximately on the site of the old dairy barn south of Shaw Hall. This will make available more favorable facilities for auto parking, be adjacent to the new Science Center, and get away from too great congestion that would have resulted at the Museum site. The present plans contemplate a taller and larger building than was originally envisaged.

Bids to be  
taken for  
repairing  
roads on  
campus

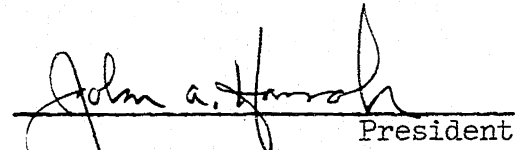
Planetarium  
site changed

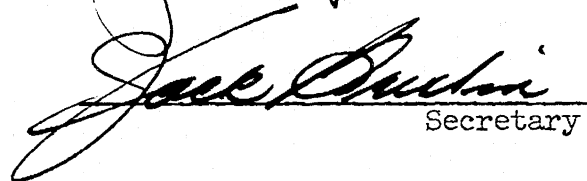
On motion by Mr. Vanderploeg, seconded by Mr. Stevens, it was voted to approve Items 1, 7, 8 and 9.

The Board adjourned at 12:25 p.m. to meet for dinner on Wednesday evening June 20 with the Trustees' meeting on June 21.

The July meeting will be held July 19.

There will be no August meeting.

  
President

  
Secretary