

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
February 16, 1950

Present: Mr. Brody, Chairman; Messrs. Armstrong, More, Mueller; Miss Jones; President Hannah; Treasurer May and Secretary McDonel.

Absent: Mr. Akers; Dr. Thurston.

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Travel

1. Full expenses for L. L. Frimodig to attend the annual meeting of Western Conference and Big Seven business managers at Ann Arbor and Evanston on January 18-20.
2. Full expenses for C. P. Loomis to go to Chicago on January 26-28 to make arrangements with the Farm Foundation and the University of Chicago area research specialists for cooperation on area research in Central and South America; paid from Area Research Center funds.
3. Full expenses for H. A. Berg and F. R. Fladseth to go to Washington, D. C., to attend a meeting called by the Federal Extension Service; paid from Extension funds.
4. Full expenses for L. W. Scott to go to Cincinnati, Ohio, on February 5 and 6 to visit the Terrace Plaza Hotel to observe the lighting system used in this building.

Miscellaneous

1. Change in the effective date of the appointment of Nelson Doty Cushman, Wayne County 4-H Club Agent, from February 1 to January 25, 1950.
2. Correction in the status of Robert J. Boniece from part-time in Written and Spoken English and part-time in Speech, Dramatics, and Radio Education to temporary Instructor in Speech, Dramatics and Radio Education only at a salary of \$165 per month, effective January 1, 1950, for as long as necessary.
3. Approved recommendations for alterations in the old Placement Office at an estimated cost of \$2000, to be charged to Alterations and Improvements 1949-50.
4. Approved recommendations for shelving, cases, et cetera for the Graduate School offices at an estimated cost of \$550, to be charged to Alterations and Improvements 1949-50.

NEW BUSINESS

Resignations

1. Resignation of Mrs. Lenore Kennedy as Hostess in West Landon Hall, effective February 15, 1950, to accept a position at Ford Hospital in Detroit.
2. Resignation of Jean L. VanAken as Nurse at the Health Service, effective February 28, 1950, to devote full time to her home.
3. Resignation of Mrs. Carolyn C. Raskey as Instructor (Research) in Agricultural Chemistry, effective April 30, 1950, to devote full time to her home.
4. Resignation of Forest Evashevski as Assistant Football Coach and Associate Professor of Physical Education, Health and Recreation for Men, effective February 28, 1950, to accept the head coaching position at Washington State College.
5. Resignation of Robert L. Flora as Assistant Football Coach and Instructor in Physical Education, Health and Recreation for Men, effective February 28, 1950, to accept a position at Washington State College.
6. Resignation of Warren A. Simons as Instructor in Mechanical Engineering, effective June 30, 1950.

Leaves

1. Leave of absence without pay for Harry H. Scales, Assistant Professor on the Counseling staff, effective from April 1 to June 30, 1950, to permit him to complete work for his doctorate.
2. Leave of absence with full pay for C. R. Megee, Assistant Dean of Agriculture, from April 1 to May 31, 1950, for travel in Europe.

Travel

Date of appt.  
Nelson Cushman Jan. 25,  
1950

Correction  
status R.J.  
Boniece

Alterations  
in old Placement  
office approved.  
Approved  
alt. for  
Graduate Sch.

Resignations

Leaves

NEW BUSINESS, continuedLeaves, continued

## Leaves

3. Leave of absence with full pay for H. B. Tukey, Professor and Head of the Department of Horticulture, from March 10 to April 10, 1950. Dr. Tukey is planning to make a trip to Europe to visit some fruit sections and discuss some newer developments of horticulture with leading authorities in England, France, and Belgium.
4. Leave of absence with full pay for Irving R. Wyeth, Lenawee County 4-H Club Agent, from February 6 to April 5, 1950, for health reasons.
5. Leave of absence without pay for David Loshak, Instructor in Literature and Fine Arts, for one year beginning September 1, 1950, to complete his work for doctorate in Fine Arts at Courtauld Institute, University of London. It is understood that an additional leave without pay for one year may be granted to Mr. Loshak.
6. Leave of absence with half pay for Joseph Evans, Assistant Professor of Music, from September 1, 1950, to August 31, 1951, to study music in Europe. Mr. Evans has been a member of the staff since September 1941.
7. Leave of absence without pay for Harold R. Dunn, Instructor in Foreign Languages, from September 1, 1950 to August 31, 1951, to work toward his doctorate.
8. Leave of absence without pay for Dr. R. A. Smith, Lecturer in Geology and Geography, effective February 2, 1950, for an indefinite period. It is necessary for Dr. Smith to take his wife to Florida for her health.
9. Leave of absence with half pay for C. P. Loomis, Professor and Head of the Department of Sociology and Anthropology, from September 1, 1950 to August 31, 1951. Dr. Loomis plans to spend his time largely in Central and South America arranging for area work in rural sociology under the grants provided by the Carnegie Corporation, the Rockefeller Foundation, and the Inter-American Institute of Sciences.

## Appointments

Appointments

1. Appointment of James Edward Bane as temporary Instructor in Counseling and Examinations at a salary of \$300 per month, effective April 1 to June 30, 1950 to replace Harry Scales, on leave.
2. Appointment of Mrs. Virginia G. Williams as Resident Adviser in Landon Hall at a salary of \$156 per month, effective from February 8 to June 30, 1950, to replace Mrs. Lenore Kennedy, resigned.
3. Appointment of Pauline Mathews Harrison as Nurse at the Health Service at a salary of \$2500 per year, effective March 1, 1950, to replace Jean VanAken, resigned.
4. Appointment of Sarah Therese Wade as Instructor (Research) in Agricultural Chemistry on a 12-month basis at a salary of \$3000 per year, effective April 1, 1950 to replace Mrs. Carolyn Raskey, resigned.
5. Appointment of Robert C. Kramer as Instructor (Research) in Agricultural Economics on a 12-month basis at a salary of \$4200 per year, effective March 16, 1950, and paid from Experiment Station funds.
6. Appointment of Earl R. Warner as Technician in Animal Husbandry on a 12-month basis at a salary of \$3000 per year, effective February 16, 1950, to replace Fred Rinker, resigned, and paid from Experiment Station Hope-Flannagan offset funds.
7. Appointment of Harold Davidson as Instructor in Horticulture and in Short Courses on a 12-month basis at a salary of \$3900 per year, effective March 1, 1950, to replace F. L. O'Rourke, transferred.
8. Appointment of George Cameron MacQueen as Assistant County Agricultural Agent in Tuscola County on a 12-month basis at a salary of \$3600 per year, effective March 1, 1950, to replace H. W. Newland, transferred.
9. Appointment of Mrs. Gail Smith Clegg as temporary Home Demonstration Agent at Large at a salary of \$300 per month, effective from February 1 to May 31, 1950.
10. Appointment of Irma Lydia Saven as Home Demonstration Agent in the Upper Peninsula on a 12-month basis at a salary of \$3600 per year, effective February 13, 1950, to replace Victoria Brust, resigned.
11. Appointment of Steve Sebo as Assistant Football Coach and Assistant Professor of Physical Education, Health and Recreation for Men on a 12-month basis at a salary of \$6000 per year, effective February 16, 1950, to replace Robert L. Flora, resigned.
12. Appointment of Edward W. Weidner as Associate Professor of Political Science and Public Administration at a salary of \$5700 per year on a 10-month basis, effective September 1, 1950, to replace Kenneth Millsap, resigned.
13. Appointment of George R. Sidwell as Lecturer in Political Science and Public Administration at a salary of \$300 for the period April 1 to June 30, 1950.
14. Appointment of Vernon B. Fox as Lecturer in Social Service at a salary of \$300 for the period March 27 to June 14, 1950.

NEW BUSINESS, continuedAppointments, continued

## Appointments

15. Appointment of Marian Iddings Gould as Lecturer in Social Service at a salary of \$300 for the period March 27 to June 14, 1950.
16. Appointment of Richard C. Hicks as Lecturer in Social Service at a salary of \$300 for the period March 27 to June 14, 1950.
17. Appointment of Sydney Moskowitz as Lecturer in Social Service at a salary of \$300 for the period March 27 to June 14, 1950.
18. Appointment of Mrs. Mable E. Meites as Lecturer in Social Service at a salary of \$300 for the period March 27 to June 14, 1950.
19. Appointment of Elsie Thrasher Baber as temporary Instructor in Music at a salary of \$3200 per year on a 10-month basis, effective September 1, 1950, for one year. This is a new permanent position but Mrs. Baber's appointment is for one year only.

Miscellaneous

Change effec.  
date resigna.  
Fred Rinker  
Munn permitted  
to accept  
honoraria from  
coaching schol  
during summers

1. Change in the effective date of the resignation of Fred Rinker, Technician in Animal Husbandry from February 28 to February 15, 1950.
2. It is recommended by Dean Emmons that Coach Munn be authorized to accept invitations to participate in coaching schools during the summer with the understanding that he may accept whatever honoraria the schools may provide for his participation in them. These schools are to be held at the University of Texas, University of Oklahoma, and at Johnstown, Pennsylvania.
3. Payment of the following amounts to salaried employees in addition to their regular salaries:

Additional  
amounts paid  
salaried  
employees

<u>Auditorium</u>		<u>Miscellaneous</u>		<u>Miscellaneous</u>	
Dale Albin	\$15	James Apple	\$17.10	Roy M. Miller	\$15.00
Charles Branz	15	J. T. Blakeslee	30.00	A. E. Slaughter	30.00
L.E. Chapman	18	Charles Branz	10.00	Muriel E. Tara	25.50
Lorraine Demorest	6	Marjorie Clemetsen	5.00	Betty Powell	17.43
John H. Emery	15	Helen Evans	5.00	Betty Jo Graves	46.80
Helen Evans	24	Lois Harris	5.00	Paul Bagwell	16.60
Helen Green	70	Charles Hill	43.80	Charles Blagdon	5.00
Lois Harris	3	Robert Hogle	12.00	L. E. Chapman	5.00
Mildred Jeffers	21	Francis Martin	30.00	Betty Cochran	2.00
Floyd Macklem	21	Earl McIntyre	53.50	W.D. Collings	5.00
Elmer Peterson	9	William Pitkin	27.80	Mary Franklin	5.00
Gail F. Ryder	18	Harold Sponberg	17.10	T. H. Greer	42.00
Laurence Searl	12	Linn Towsley	18.00	Agnes Marttila	4.00
Iva Mae Sweat	6	Robert Troxell	20.00	P. L. Morse	5.00
Robert Troxell	21	Wayne VanRiper	25.00	W. B. Neely	3.00
Wayne VanRiper	39	Jane Walter	48.00	Malvern Obrecht	72.80
Clella Weissinger	21	Clella Weissinger	5.00	James Platt	13.90
Neal Whitehead	15	Shirley Bring	4.25		
Loren Wight	9				
Ray Yerkie	6				

4. Receipt of a check for \$57.70 from the estate of Peter V. Ross.
5. Receipt of a check for \$100 from Elmer W. Heinel, President of Heinel Motors, Inc., of Philadelphia, to be added to the contributions to the Forest Akers Scholarship Fund.
6. Receipt of a check for \$50 from K. C. Knight and Pauline Paul, members of the staff, to be used for purchasing equipment for research in foods. This check is from the McGraw-Hill Publishing Company, Inc. made out to Miss Knight and Miss Paul in payment for a research article which was published in Food Industries in December 1949.
7. Receipt of \$125 from Forestry Alumni to be added to the A. K. Chittenden Student Loan Fund.
8. Receipt of a check for \$50 from the Xi Gamma Chapter of Chi Omega of East Lansing to be used as two scholarship awards of \$25 each, the students to be recommended by the sorority.
9. Receipt of a check for \$125 from the M.S.C. Post 402, American Legion, of East Lansing, to be used by the Spartan Nursery School.
10. Acceptance of a grant of \$1000 from the Duncan Hines Foundation of Bowling Green, Kentucky, to be used in connection with training or research in the Department of Hotel Administration.
11. Mr. W. P. Butler of Battle Creek, Michigan, offers to give the College an 8-year old Arabian mare valued at \$1500.
12. Continuation of a memorandum of agreement with the American Potash Institute, Inc. of Washington, D. C., covering a grant of \$1500 to be used under the direction of R. L. Carolus in Department of Horticulture in a study to determine the normal uptake of calcium, potassium, magnesium and sodium of certain vegetable crops.

Check for  
\$57.70 from  
estate of  
Peter V. Ross  
\$100 from  
Heinel Motors  
for Akers Fund  
\$50 Knight and  
Paul accepted  
\$125 added to  
Chittenden  
Fund.  
\$50 from Chi  
Omega  
\$125 for Spar-  
tan Nursery  
School  
\$1000 from  
Duncan Hines  
Gift of 8-yr  
old mare  
Memo agree.  
Am. Potash  
Institute.

NEW BUSINESS, continuedMiscellaneous, continued

Memo with  
City of E.L.  
re: bacty  
testing

13. Approval of a memorandum of agreement with the City of East Lansing covering a grant of \$150 to be used under the direction of W. L. Mallmann in the Bacteriology Department in routine testing of bacteriological samples submitted by the City of East Lansing. This project has been in operation for many years.

\$6000 from  
Swift & Co.

14. Approval of a memorandum of agreement with Swift & Company of Chicago covering a grant of \$6,000 to be used under the direction of R. W. Luecke in Agricultural Chemistry in a study of the nutritive requirements of young lambs.

Add. \$500 for  
U.P. approved

- 15.. Request for an appropriation of \$500 for the Upper Peninsula Experiment Station.

Approval travel  
Herbert to  
San Francisco

16. It seems desirable to have Professor Herbert attend the meeting of the North American Wildlife Conference and the National Wildlife Federation in San Francisco on March 3-10. There are no funds in the Forestry budget from which this account can be paid, and an appropriation to cover the costs of this trip is recommended.

\$2070 approp.  
All-College  
Educ. Res.  
Com.

The Board approved an appropriation of \$250 for this trip.

17. Request for an appropriation of \$2070 for an operating budget for the All-College Educational Research Committee.

No action on  
recommenda-  
tion to com-  
plete carillon

18. At the Board meeting on November 28, 1949, the Board authorized 14 additional small bells for the tower at a cost of \$2500 with the understanding that Secretary McDonel and Professor Underwood would investigate the structural costs involved and the costs of the additional heavy bells to complete the carillon. The result of this investigation discloses that the tower was constructed to carry a full carillon, and it is not necessary to make any changes in the structure. The 10 additional bells required to complete the carillon will cost between \$15,000 and \$18,000. The installation of this additional number of bells will complete our carillon and make it comparable with the carillons at the University of Chicago, the University of Michigan, Princeton, and Duke. The total weight of the present bells is 26,000 pounds. The weight of the new bells will be 23,000 pounds. It is recommended that the appropriation of \$2,500 previously made be cancelled and that a new appropriation be made in the new amount of \$20,000 to complete the carillon.

Sec-Exec. for  
Men's Res.  
Halls.

No action.

19. Additional Secretary-Executive position for the Office of Manager of Men's Residence Halls.

Cl-Sten. for  
Radio

20. New Clerk-Stenographer I position for Radio Station WKAR.

Payment of  
\$14,862 to  
Christman

21. Claims have been received from the Christman Company for \$14,862.44 on the Union Building Addition. These claims are the final outstanding bills on this job. Board approval is requested for the transfer of sufficient funds from the Faculty Housing Project to cover the claim.

Receipt report  
E.L. Fire Dept  
and

22. Receipt of the annual report of the East Lansing Fire Department for the calendar year 1949.

Oper. Report  
Sewage Plant  
Letter from

23. Receipt of the 1949 Annual Operating Report of the East Lansing Water and Sewage Treatment Plants.

K.A. Williams  
App. Supple-  
mental Agree.  
Fire Inspector

24. Communication from Kempton A. Williams on behalf of the United Government Workers of America CIO.

25. Consideration of a supplemental agreement between the City of East Lansing and the State Board of Agriculture which covers the change necessary due to the College employing a full-time fire inspector.

On motion of Mr. More, seconded by Mr. Brody, it was voted to approve the President's Report and all New Business except Item 18 under Miscellaneous, on which no action appears.

TRAVEL

Travel

Detailed travel requests as recommended by the Deans and Directors were presented.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve the travel requests with the understanding that such changes as are necessary to be made may be made by the President.

ADDITIONAL ITEMS

Resignations

Resignations

1. Resignation of Daniel W. Anderson as 4-H Club Agent in Manistee, Mason, and west half of Lake Counties, effective February 11, 1950, to accept a position at the Sunshine Sanitorium.

Appointments

Appointments

1. Appointment of Lowell P. Dawson as Associate Professor of Physical Education, Health and Recreation for Men and Assistant Football Coach on a 12-month basis at a salary of \$7800 per year, effective February 16, 1950 to replace Forest Evashevski, resigned.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the appointment of Mr. Dawson.

ADDITIONAL ITEMS, continuedAppointments, continued

2. Appointment of Stanley C. Whitlock as Lecturer in Anatomy at a salary of \$50 per month, effective from April 1 to June 30, 1950.

Miscellaneous

1. Payment of the following additional amounts to salaried employees:

<u>Auditorium</u>		<u>Auditorium</u>		<u>Miscellaneous</u>	
Dale Albin	\$12	Robert Troxell	\$15	R. J. Jeffries	30.00
Betty J. Banks	12	Wayne VanRiper	27	Phyllis Jenson	6.00
Charles Branz	6	Olella Weissinger	18	Michael Kolivosky	31.50
L. E. Chapman	15	Neal Whitehead	18	Donald MacDonald	5.00
Lorraine Demorest	12	Loren Wight	15	Francis Martin	20.00
John Emery	6	James Apple	16.60	J. H. McConnell	30.00
Helen Evans	18	<u>Miscellaneous</u>		Earl McIntyre	31.30
Helen Greene	30	H.B. Baum	20.80	R. F. Morley	30.00
James Huston	12	Benard Black	4.95	Leonard Rall	13.90
Mildred Jeffers	12	Charles Blagdon	105.00	Virgil Scott	30.00
Floyd Macklem	18	J. T. Blakeslee	18.00	Robert Shackleton	5.00
Noel Miller	12	Charles Branz	9.00	Harold Spomberg	31.10
Elizabeth Parker	6	Marjorie Clemetsen	16.00	J. A. Strelzoff	41.70
Elmer Peterson	6	Ethel Crummer	6.00	Linn Towsley	28.00
Gail F. Ryder	18	Lois Harris	9.00	Robert Troxell	5.00
Laurence Searl	12	A. W. Heilman	30.00	Wayne VanRiper	5.00
Iva Mae Sweat	12	Charles Hirschfeld	30.00	R. J. Waalkes	30.00
		Robert Hogle	30.00	H. L. Womochel	22.50

2. Acceptance of a check for \$25 from the Alpha Psi Fraternity, School of Veterinary Medicine, Michigan State College, to be used to establish a veterinary Reading Room Fund.
3. Acceptance of a check for \$12 from the Forestry Club and Forestry Alumni to be added to the A. K. Chittenden Student Loan Fund.
4. Acceptance of a check for \$250 from the Wildlife Management Institute of Washington, D. C., to be used under the direction of M. D. Pirnie of the Conservation Institute in a study of downy ducklings of wild species.
5. Receipt of a check for \$37,000 from the Institute of Applied Hotel Economics for the W. K. Kellogg Center for Continuing Education.
6. Continuation of the memorandum of agreement with the American Cyanamid Company of New York City covering a grant of \$670 to be used under the direction of H. B. Tukey in the Department of Horticulture in a continuation of studies to determine the effect of growth regulatory compounds and other chemicals on physiological response and quality of horticultural and farm crops.
7. Approval of a memorandum of agreement with Bertha K. Hine of Bay City and Mathilde H. Fite of New York City covering a grant of \$8,000 to be used under the direction of Dean Anthony of the School of Agriculture as a loan fund to encourage boys and girls in the ownership of good live-stock, poultry, or agricultural products, to teach boys and girls the fundamentals of good business practices, and to encourage and enable farm boys and girls to purchase purebred live-stock, poultry, or certified seed.
8. The State Department has requested that we provide a 4-month course for German police administrators for a group to be financed by the Department of State.
9. In the spring of 1949 the Board allocated approximately \$9,500 to finance the Workshop on Economic Education which was held last summer. There is an unexpended balance in excess of \$4,000 in this account, and it is recommended that this balance be reallocated to finance the Workshop being planned for the summer of 1950.
10. Recommendation from Mr. Foster that the Walter M. Ballard Corporation of New York be employed as a consultant in the furnishing and equipping of the Continuing Education Center at a fee of \$6,500 plus authorized travel expenditures.
11. Recommendation from Dean Anthony that consideration be given at this time to the purchase of Edward J. and Edward A. Rennert farm on Cavanaugh Road at a purchase price of \$30,000.

The Board felt that the price was too high and suggested further negotiations in an effort to buy the farm land at a price more in keeping with the value of the land for farm purposes, permitting the owner to retain the residence and the necessary lawn area.

12. Communication from Stanley Johnston expressing appreciation for the acquisition of the additional lands for the South Haven Station.

13. Consideration should be given at this time to a policy designed to limit the use of college-owned faculty housing to new members of the staff and junior staff members without permanent tenure.

The Board approved this policy in principle with the understanding that a properly worded statement will be presented for approval at the next Board meeting.

Appointment  
Stanley C.  
Whitlock

Additional  
amounts paid  
to salaried  
employees.

\$25 from  
Alpha Psi  
Fraternity

\$12 from  
Forestry  
Club for  
Chittenden

\$250 from  
Wildlife Mgt.  
Inst.

\$37,000 from  
Inst. Applied  
Hotel Econ.

Memo agree.  
Am. Cyanamid  
Co. & grant  
\$670

Memo agree.  
Hine and Fite  
re: grant of  
\$8000

Approval of  
4-month  
course for  
German police  
administra-  
tors.

Unexpended  
balance in  
Workshop  
to be re-  
allocated.

W.M. Ballard  
Corp employed  
for furn. &  
equip. cont.  
educ. bldg.

Purchase of  
Rennert farm  
delayed.

Use of col-  
lege housing  
to be limited  
Policy to be  
drawn.



## ADDITIONAL ITEMS, continued

## Miscellaneous, continued

14. Discussion of the budget presentation to the legislature, conference of Michigan college presidents, interest of the Michigan Education Association, etc.

15. Dean Emmons met with the Board for lunch and in his discussion pointed out the serious need for additional space in the departments of Art, Music, Chemistry, Psychology and Speech. There was a discussion of various other matters pertaining to the School of Science and Arts, and following the luncheon the Board was taken on a tour of the new Science Building.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve the Additional Items except items 11 and 13 under Miscellaneous.

## SPECIAL MISCELLANEOUS

1. Statement from Ernst & Ernst in the total amount of \$11,631.62 for services rendered in connection with the audit.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve payment of the above-mentioned statement.

2. Report of bids taken for a well and gasoline engine driven pump at the Muck Experimental Farm as follows:

R. M. Brewer & Son, Parma, Michigan	\$6,756.60
Dunbar Drilling & Supply Co., Delta, Ohio	7,650.00
The Ohio Drilling Company, Massillon, Ohio	8,387.00
Layne-Northern Company, Lansing, Michigan	8,731.00
Shetler Drilling & Supply Co., Saginaw, Michigan	11,903.00

It is recommended that the contract be awarded to the low bidder, R. M. Brewer & Son of Parma at \$6,756.60 to be paid from Experiment Station funds.

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

3. Consideration of the following policy on travel which has been approved by the Administrative Group:

Encouragement for travel in the interest of administration, research, scholarship, and good teaching should be promoted by the following policy:

1. For those especially designated to represent the College on out-of-state trips, full expenses, in accordance with College travel regulations, should be paid. Prior authorization shall be given by the President or the Board of Agriculture for such trips.
2. For travel where individuals have important parts in programs or are important officers of educational, scientific, and professional organizations, first-class railway fare including pullman when needed should be paid in accordance with College travel regulations.
3. For travel mainly benefiting the individual, such as attendance at professional and scientific meetings, railway coach fare or its equivalent only may be paid, in accordance with College travel regulations.
4. The frequency of trips for academic staff attending professional and scientific meetings for which the College pays full or partial expenses should be determined by the travel budget provisions, and in any case, full or partial expenses should not be paid for an average of more than one trip per person per year.
5. In cases where departments or divisions of the College, such as the Experiment Station and Extension Services, are engaged in work requiring much travel for conferences, etc., exceptions shall be made to the above regulations.
6. When agreements under which gifts and grants are accepted by the College provide for travel, reimbursements shall be made for full expenses in accordance with College travel regulations and subject to any limitations in the grant. In all cases, however, prior authorization by the President shall be required for out-of-state travel.
7. The department head or administrative officer of a division, the director, and the dean are required to approve requests for all types of in-state and out-of-state travel at College expense. Only in cases where the individual represents the College at out-of-state meetings and where full expenses are allowed shall approval be required by the President and the travel be reported to the State Board of Agriculture. Approval of the President must be given prior to such trip if reimbursement is to be made.
8. Funds for the reimbursement of all travel costs paid from the College current fund will be set up as a separate item in each departmental or divisional operating budget, and the department and divisional heads and the dean shall be responsible for keeping expenditures within the amount budgeted for travel purposes. No money may be expended for travel beyond the amount budgeted for that purpose unless approval is given by the President or his authorized agent prior to the trip, and in no case shall the approval of additional amounts be a means of increasing the amount of the operating budget.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve the above travel policy.

Discussion of budget presentation to legislature.

Dean Emmons met with bd. for lunch & discussed needs for add. space.

Approval statement Ernst & Ernst

Contract for well and pump given to R.M. Brewer & Son.

Approval of travel policy.

SPECIAL MISCELLANEOUS, continued

Winter, Waters  
and Burmester  
given academ-  
ic titles

4. When the Federal Poultry Research Laboratory was established in East Lansing, J. Holmes Martin was given the title of Research Professor and a salary of \$1 per year. When he was replaced in the fall of 1940 by Mr. Winton, through an oversight Mr. Winton was not given rank on the college staff. We now carry on a considerable number of joint research projects, and it is recommended by Director Hardin, Dean Anthony, and the Administrative Group that the title of Professor (Research) in Poultry Husbandry be given Berley Winton and Nelson F. Waters, and the title of Associate Professor (Research) to Ben R. Burmester, all at an annual salary of \$1 per year, charged to the Agricultural Experiment Station.

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

5. The following resolution is required in connection with the borrowing of funds to pay the architects for the preparation of plans for the Library:

Resolution  
re: borrow-  
ing funds to  
pay archi-  
tects for  
plans for  
Library.

Resolution for An Advance to Provide for the Advance Planning of Non-Federal Public Works under the Terms of Public Law 352, 81st Congress of the United States, Approved October 13, 1949.

WHEREAS, the State Board of Agriculture, herein called the "Applicant", after thorough consideration of the various aspects of the Problem and study of available data has hereby determined that the construction of certain public works, generally described as a College Library Addition, is desirable and in the public interest and to that end it is necessary that action preliminary to the construction of said works be taken immediately; and

WHEREAS, under the terms of Public Law 352, 81st Congress, approved October 13, 1949, the United States of America has authorized the making of advances to public bodies to aid in defraying the cost of architectural, engineering, and economic investigations and studies, surveys, designs, plans, working drawings, specifications, procedures and other action preliminary to the construction of public works (exclusive of housing); and

WHEREAS, the applicant has examined and duly considered such Act and the applicant considers it to be in the public interest and to its benefit to file an application under said Act and to authorize other action in connection therewith;

NOW, THEREFORE, BE IT RESOLVED by the State Board of Agriculture, the governing body of said applicant, as follows:

1. That the construction of said public works is essential to and is to the best interests of the applicant, and to the end that such public works may be provided as promptly as practicable it is desirable that action preliminary to the construction thereof be undertaken immediately;

2. That Philip J. May, Treasurer, be hereby authorized to file in behalf of the applicant an application (in form required by the United States and in conformity with said Act) for an advance to be made by the United States to the applicant to aid in defraying the planning cost preliminary to the construction of such public works, which shall consist generally of a library addition containing about 1,500,000 cubic feet, with stacks and shelving for 700,000 volumes, seating for 500 graduate students at a single time in cubicles and small reading rooms, and space in large reading rooms and alcoves for 2,500 undergraduate students at a single time;

3. That if such advance be made the applicant shall provide or make necessary arrangements to provide such funds, in addition to the advance, as may be required to defray the cost of such action preliminary to the construction of the public works;

4. The said representative is hereby authorized to furnish such information and take such other action as may be necessary to enable the applicant to qualify for the advance;

5. That the officer designated in the preceding paragraph is hereby designated as the authorized representative of the applicant for the purpose of furnishing to the United States such information, data and documents pertaining to the application for an advance as may be required; and otherwise to act as the authorized representative of the applicant in connection with this application; and

6. That certified copies of this resolution be included as part of the application for an advance to be submitted to the United States.

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

6. In order to qualify for a loan under Public Law 352, 81st Congress, the following resolution should be approved.

Resolution  
re: loan of  
money to pay  
architects  
for library

WHEREAS, Michigan State College has great need for additional library facilities as a result of the large increase in student enrollment since the present library was built in 1924; and

WHEREAS, the Michigan State Board of Agriculture has complete and final authority under Article XI of the Constitution of Michigan of 1908 for the planning of buildings for Michigan State College;

NOW, THEREFORE, BE IT RESOLVED That the library building addition be a part of the overall building program of Michigan State College and that immediate planning of this building be commenced.

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

## SPECIAL MISCELLANEOUS, continued

Approval of agreement between E.L. School District and State Board of Agriculture.

7. The following agreement is proposed between the School District of the City of East Lansing and the State Board of Agriculture, modifying and amending the contract of August 7, 1947:

That certain contract or agreement executed by and between the State Board of Agriculture of the State of Michigan as first party and the School District of the City of East Lansing, a municipal corporation of East Lansing, Michigan, as second party, under date of August 7, 1949, is hereby modified and amended as follows:

Paragraph 1 thereof, regarding the removal of certain buildings by first party, is hereby cancelled and deleted: Paragraphs 2 and 3 thereof, relating to the value of certain buildings and the payment of certain sums of money by first party to second party, are hereby cancelled and deleted and replaced by the following:

2 and 3. First party agrees to reimburse second party for the pro rata share of the expense of operation of the East Lansing Public Schools attributable to those students living on the campus of Michigan State College or other premises owned by first party in the School District of the City of East Lansing according to the formula hereinafter set forth.

On the first Monday in November of each year, commencing November 6, 1950, second party will determine the number of students living on the campus of Michigan State College or other premises owned by first party in the School District of the City of East Lansing and enrolled in such School District and forthwith report such enrollment to first party. First party shall pay in lieu of taxes as set forth in the said agreement of August 7, 1947, a per capita cost of operation according to Section 19 of the State Aid Bill, so-called, and increasing the amount so obtained by an additional twenty-five per cent in lieu of costs for capital outlay, debt service, and mileage for the building and site fund, deducting a membership allowance determined according to the State Aid formula and presently computed at \$126 per elementary student and \$146 per junior and senior high school student.

The amount to be paid by first party to second party by virtue hereof shall not be less than \$10,000 per year, in addition to first party's share of the expense of construction of the Red Cedar Elementary School as hereinafter set forth.

Paragraph 4 of said agreement shall be modified as follows:

On November 6, 1950, the percentage of students attending the Red Cedar Elementary School living upon the campus of Michigan State College or other property owned by first party shall be determined. That percentage shall then be applied to twenty per cent of the total cost of construction of the Red Cedar Elementary School to determine the obligation of first party to second party for its share of the cost of such school building pursuant to Paragraph 4 of the said contract of August 7, 1947, for the school year 1949-50. From the amount so ascertained \$3,200 shall be deducted as a credit from the portion of the twenty-five per cent appropriation herein provided for attributable to the building and site fund. The balance shall be forthwith due and payable by first party to second party. The same procedure shall be followed on the first Monday in November in 1951 and 1952.

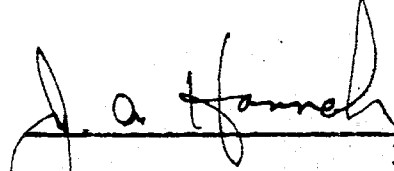
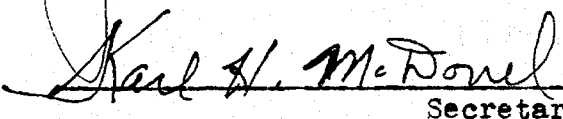
A statement showing the amount due by first party to second party pursuant to the provisions hereof shall be prepared by second party and submitted to first party between November 15 and December 1 of each year. Payment of the amounts due shall be made by first party to second party on or before the following January 1.

Paragraphs 5, 6 and 7 of the contract of August 7, 1947, herein referred to shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve the above agreement with the East Lansing School District.

The meeting adjourned at 12:30 p.m.

  
President  
  
Secretary