

3025

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
January 3, 1952

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

Absent: Mr. Armstrong; Dr. Thurston.

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

The minutes of the previous meeting were approved.

This meeting marks the beginning of the new six-year term as members of the Board for Forest H. Akers and Frederick H. Mueller.

The first item of business was the organization of the Board:

On motion of Mr. Akers, seconded by Dr. Smith, it was unanimously voted to re-elect Mr. Brody, Chairman of the Board, for the term ending December 31, 1953.

PRESIDENT'S REPORT

Grant \$8 from  
Am. Leg.  
Nurs. School  
Also \$22.38  
for Nurs. Sch.

Cont. memo  
agree Soc. of  
Am. Florists

\$200 from  
Hart's Food  
Stores

Grant \$2000  
Ferro Corp.

\$1000 grant  
from Huron  
Milling Co.

Approp. \$280  
to permit pay  
adjustments  
mail carriers  
Compt to close  
credit bal.  
of \$1107 to  
Gen. Fund

Approval re-  
pairing  
bleachers.  
Screens for  
windows in  
Ag. Hall  
Hugh Carpenter  
to erect pre-  
fabricated  
barn

Lease to be  
extended on  
storage bldg.  
Employment  
Jungwirth for  
carving at  
Mem Chapel

1. Accepted a grant of \$8 from American Legion Auxiliary Wm. R. Johnson Unit #205 of Lansing to be used at the Spartan Nursery School.
2. Accepted a grant of \$22.38 from the Spartan Nursery School Council for use at the Spartan Nursery School.
3. Approved the continuation of the memorandum of agreement with the Society of American Florists and Ornamental Horticulturists of Chicago covering a grant of \$1000 to be used under the direction of Paul R. Krone in Horticulture to conduct research on marketing of floricultural crops. The agreement provides for a Special Graduate Research Assistant.
4. Accepted a grant of \$200 from Hart's Food Stores, Inc. of Rochester, New York, to be used under the direction of Kenneth Wilson in the Food Distribution Curriculum to become a part of the National Association of Food Chains fund to finance the curriculum.
5. Approved a continuation of a memorandum of agreement with the Ferro Corporation of Cleveland, Ohio, covering a grant of \$2000 to be used under the direction of F. L. Wynd in Botany in an investigation of the absorption of nutrients by plants and the effect of these nutrients on the metabolism and behavior of the plants.
6. Approved a memorandum of agreement with the Huron Milling Company, Inc. of Harbor Beach, Michigan, covering a grant of \$1000 to be used under the direction of F. W. Fabian in Bacteriology in a project to determine the desirability of adding monosodium glutamate or hydrolyzed vegetable protein to certain foods to enhance their flavor and thereby increase their consumer acceptance.
7. Authorized an appropriation of \$280 for the balance of this fiscal year to permit pay adjustments for the campus mail carriers.
8. Authorized Comptroller May to close Account 11-8675 and credit the balance of \$1107 to the General Fund; and authorized an appropriation of \$1000 for the use of Dean Erickson to sponsor a series of conferences of high school principals and junior college people during the present school year or the summer of 1952.
9. Approved the repairing of bleachers at an estimated cost of \$250, to be charged to Alterations and Improvements 1951-52.
10. Approved screens for some of the windows in Agricultural Hall at an estimated cost of \$520, to be charged to Alterations and Improvements 1951-52.
11. Approved the employment of Hugh Carpenter and Son to erect a pre-fabricated barn and other incidentals at a cost of \$15,836 which includes a fee of \$2,065.57. This cost is to be charged to the Michigan Artificial Breeders Cooperative.
12. Approved the extension of the lease for storage at the Lansing Steel Fabricators, Inc. on a month to month basis at the present rate of \$285 per month.
13. Approved the employment of Leonard Jungwirth of the Art Department to do some carving and sculpture work for the entrance on the Memorial Chapel. The total cost is estimated at \$200 and is to be added to the cost of the Memorial Chapel.

NEW BUSINESS

Resignations

Resignations

1. Resignation of Charles Edward Morris as Instructor in Landscape Architecture and Urban Planning, effective December 31, 1951, to accept a position in the Grand Rapids Park Department.

NEW BUSINESS, continuedResignations, continued

1. Resignation of Charles Edward Morris as Instructor in Landscape Architecture and Urban Planning, effective December 31, 1951, to accept a position in the Grand Rapids Park Department.
2. Resignation of Maurice L. Hill as Calhoun County 4-H Club Agent, effective December 31, 1951, to accept a position with the Michigan Livestock Exchange.
3. Resignation of Byron E. Carpenter as Assistant County Agricultural Agent in Tuscola County, effective December 31, 1951, to accept a position with the Michigan Artificial Breeders Cooperative.
4. Resignation of Charlene Gerow as Monroe County Home Demonstration Agent, effective December 31, 1951, to devote full time to her home.
5. Resignation of Nelson E. Jones as Assistant Professor of General Business, effective December 31, 1951, to join a law firm.
6. Resignation of Hassan Issa Attar as temporary Assistant in Foreign Languages, effective December 31, 1951, to do graduate work elsewhere.
7. Cancellation of the appointment of George Zabelka as Lecturer in Religion for the winter term of 1952.
8. Resignation of Earl Howell as Assistant Auditor in the Comptroller's Office, effective November 30, 1951, for health reasons.

Leaves

## Leaves

1. Leave of absence with full pay for A. B. Love, Associate Professor (Extension) of Agricultural Economics, from January 1 to March 31, 1952, for health reasons. Mr. Love suffered a stroke on November 3, 1951.
2. Leave of absence with full pay for George Amundson, Assistant Professor (Extension) of Agricultural Engineering, from January 1 to March 31, 1952, for health reasons. Mr. Amundson has not been well for more than two years, and his doctor now advises complete rest.
3. Leave of absence with full pay for A. G. Weidemann, Assistant Professor (Research) in Soil Science, from January 1 to March 31, 1952, for health reasons. Mr. Weidemann suffered a stroke on August 21, 1951.
4. Leave of absence with half pay for Harry G. Brainard, Associate Professor of Economics, for one year beginning September 1, 1952, to complete the manuscript for the textbook on international economics. Dr. Brainard has been a member of the staff since September 1, 1946.
5. Leave of absence as follows for G. W. Prescott, Professor of Botany and Plant Pathology:
  - a. Without pay from October 1 to December 31, 1952, to carry on his studies in the field of algology for the Navy.
  - b. With full pay from January 1 to March 31, 1953, to carry on further researches in the northern part of South America.

Dr. Prescott has been a member of the staff since March 25, 1946.
6. Extension of leave of absence without pay for Charles L. Gilly, Assistant Professor of Botany and Plant Pathology, to March 31, 1952, for health reasons. Dr. Gilly was granted leave beginning January 1, 1951, to work for the U. S. Department of Agriculture in Mexico where he contracted polio.
7. Leave of absence with half pay for Douglas G. Campbell, Assistant Professor of Music, for one year beginning September 1, 1952, to complete the course work for his doctorate at the Eastman School of Music. Mr. Campbell has been a member of the staff since September 1, 1946.
8. Leave of absence with full pay for H. C. Barnett, Associate Professor of Foreign Languages, for six months beginning March 1, 1952, for study and travel. Mr. Barnett has been a member of the staff since September 1, 1927.
9. Leave of absence without pay for R. A. Smith, Special Lecturer in Geology and Geography, from January 1 to March 31, 1952.
10. Leave of absence with full pay for Donald H. Baker, Instructor in Physics and Astronomy, from January 1 to March 31, 1952, for health reasons. Mr. Baker will teach in the 1952 summer school without extra pay.
11. Leave of absence without pay for George R. Myers, Assistant Professor of Education, from January 1 to June 30, 1952, for military service.

Appointments

## Appointments

1. Appointment of Sam Street Hughes as temporary Instructor in Short Courses at a salary of \$350 for the period from January 7 to March 21, 1952.

NEW BUSINESS, continuedAppointments, continued

## Appointments

2. Appointment of Mrs. Esther B. Link as temporary Instructor in Short Courses at a salary of \$350 for the period from January 7 to February 29, 1952.
3. Appointment of Mrs. Polly Malone as temporary Instructor in Short Courses at a salary of \$200 for the period from January 7 to February 29, 1952.
4. Reappointment of Allen F. Horn, Jr. as Instructor in Forestry and Short Courses at a salary of \$300 per month, effective from January 1 to March 21, 1952.
5. Transfer of Clarence C. Mullett from Newaygo County Agricultural Agent to District Horticultural Agent for the Grand Traverse Region and a salary increase from \$5610 to \$6000 per year, effective January 16, 1952, to replace Carl H. Hemstreet, deceased. It is recommended that Mr. Mullett be given the academic rank of Assistant Professor (Extension) of Horticulture.
6. Transfer of Bruce C. Kell from Eaton County 4-H Club Agent to Eaton County Agricultural Agent and a salary increase from \$4050 to \$4400 per year, effective January 1, 1952, to replace Hans Kardel, on leave.
7. Appointment of James Arthur Crawford as Eaton County 4-H Club Agent at a salary of \$3700 per year on a 12-month basis, effective January 16, 1952, to replace B. C. Kell, transferred, and paid \$2700 Bankhead-Flannagan and \$1000 State Offset funds.
8. Appointment of Roderick Francis McDonald as Assistant Professor of General Business at a salary of \$5400 per year on a 10-month basis, effective January 1, 1952, to replace C. S. Dunford, retired.
9. Appointment of Charlotte Ladner as temporary Instructor in Education and Home Economics at a salary of \$200 per month, effective from January 1 to June 30, 1952, to replace Virginia E. Benson. This position is financed from Vocational Education funds.
10. Appointment of Ronald J. Jones as temporary Instructor in Education at a salary of \$400 per month, effective from January 1 to June 30, 1952, to replace George Myers, on military leave.
11. Reappointment of Mrs. Esta B. Thomas as temporary Instructor in Psychology at a salary of \$200 per month, effective from January 1 to June 30, 1952.
12. Reappointment of Mrs. Jane C. Walter as temporary Instructor in Mathematics at a salary of \$1000 for the winter term 1952.
13. Reappointment of John L. Bagg as temporary Instructor in Mathematics at a salary of \$500 for the winter term 1952.
14. Reappointment of Ruth Useem as Assistant Professor (Research) of Sociology and Anthropology at a salary of \$200 per month, effective from January 1 to March 31, 1952, and paid from Mental Health Institute funds.
15. Reappointment of William Thomas as Instructor (Research) in Sociology and Anthropology at a salary of \$400 per month, effective for one year only beginning January 1, 1952, and paid from Mental Health Institute funds.
16. Reappointment of Walter Freeman as Instructor (Research) in Sociology and Anthropology at a salary of \$300 per month, effective from January 1 to March 31, 1952, and paid from Social Research Service Health Information Foundation funds.
17. Appointment of Jack Robert DeLora as temporary Instructor in Sociology and Anthropology at a salary of \$200 per month, effective from January 1 to March 31, 1952. This is a new position.
18. Reappointment of Wayne C. Rohrer as Instructor (Research) in Sociology and Anthropology at a salary of \$225 per month, effective from January 1 to March 31, 1952, and paid from the Association of Land-Grant Colleges grant.
19. Reappointment of Sheldon G. Lowry as Instructor (Research) in Sociology and Anthropology at a salary of \$3600 per year on a 12-month basis, effective for one year only beginning January 1, 1952, and paid from the Association of Land-Grant Colleges grant.
20. Appointment of Charles F. Schuller as Associate Professor and Director of Audio Visual Aids at a salary of \$8200 per year on a 12-month basis, effective February 1, 1952. This is a new position.
21. Appointment of Arnold L. Form as temporary Instructor in Counseling at a salary of \$350 per month, effective from January 1 to March 31, 1952, to replace Frances DeLisle, on leave.
22. Appointment of Gregory A. Miller as Instructor in the Institute of Counseling, Testing, and Guidance at a salary of \$1500 for the period from January 1 to June 30, 1952, to replace C. E. Erickson, transferred.

Miscellaneous

1. Change in status of Harry S. Wilt, Assistant Professor (Research) of Agricultural Economics, from full time Experiment Station to full time Extension for the period from January 1 to April 30, 1952, when he will be paid again from the Experiment Station payroll.

Change in  
status Harry  
Wilt

NEW BUSINESS, continuedAppointments, continued

2. Seven staff members from the School of Agriculture have been assigned to duties in Colombia, and Dean Anthony recommends their transfer from present salary roll and salary source to the new U. S. Department of State Colombia account and at the following salary adjustments, effective January 1, 1952; all paid from U. S. funds.

M. L. Bailey, Assistant Professor of Agricultural Engineering, salary increased from \$5910 to \$6963

Clarence Hansen, Assistant Professor of Agricultural Engineering, salary increased from \$5910 to \$6963

E. D. Farwell, Assistant Professor of Animal Husbandry, salary increased from \$6200 to \$6963.

Woodrow Snyder, Associate Professor of Dairy, salary increased from \$6900 to \$9130

Lynn Robertson, Assistant Professor of Soil Science, salary increased from \$5600 to \$6963

N. A. Willits, Instructor in Soil Science, salary increased from \$4400 to \$6963

J. E. Mausteller, Instructor in Forestry, salary increased from \$5745 to \$6963.

List of college personnel who have been assigned duties in Colombia

3. Dr. Ralph Barlowe is paid one-half by the Bureau of Agricultural Economics of the U. S. Department of Agriculture and one-half by the College. Recent action of the Congress has increased the salary retroactive to July 8 for Dr. Barlowe. The U. S. Department of Agriculture has paid more than one-half of his salary at the new rate of \$7406.47 for the first six months of the year. It is now recommended that Michigan State College pay \$2025 for the last six months of this year, and after July 1 the College will pay one-half of the actual salary of \$7406.47. It is recommended that the \$2025 for the balance of the year be charged \$1525 to Experiment Station and \$500 to the College Current.

M.S.C. to pay \$2025 for last six months of 1951 for Ralph Barlowe

4. Recommendation that from January 1 to June 30, 1952, the salary of Lester E. Bell, Assistant Professor (Extension) of Forestry, be paid \$1380 Smith-Lever funds and \$4390 from State Offset funds.

Change in source of payment of salaries of Lester E. Bell and Wm. Love.

5. Recommendation that from January 1 to June 30, 1952, the salary of William B. Love, Assistant Professor (Extension) of Forestry, be paid \$1620 from the Federal Extension Service direct from Clarke-McNary funds, \$3000 from Smith-Lever funds and \$520 from State Offset funds.

Change in status Wm. Thomas.

6. Change in status of William G. Thomas, Assistant Professor on the Board of Examiners, from full time at \$4600 to half-time at \$2300 per year, effective from April 1 to June 30, 1952. Mr. Thomas will enroll for sufficient graduate credits to permit him to complete his doctorate at the end of the summer of 1952.

7. Change in the effective date of the appointment of Joseph A. O'Leary, Assistant Professor of Hotel Management and Auditor at the Kellogg Center, from January 1, 1952, to February 1, 1952.

Change in effec. date appt. Jos. A. O'Leary

8. At the last Board meeting Grace Richards, Hostess in East Mary Mayo Hall, was retired. It is now recommended that the date of the retirement not be changed but that Miss Richards' employment be extended on a month to month basis with the understanding that her appointment is to terminate on June 30, 1952.

Grace Richards to continue to June 1952.

9. Report of the death of H. J. Lurkins as December 4, 1951, of a heart attack. Mr. Lurkins was first employed by the College in the Extension Service on June 13, 1927, and was a county agricultural agent at the time of his retirement on October 1, 1945. He was born on November 9, 1878.

Report of death H.J. Lurkins

10. Report of the death of Willard C. Cribbs on December 16, 1951. Mr. Cribbs was first employed by the College in the Extension Service on January 1, 1918, and was County Agricultural Agent in Ionia County at the time of his retirement on November 1, 1943. He was born on April 26, 1878.

Report of death of Willard C. Cribbs

11. At the last Board meeting the Board of Examiners was transferred from the Dean of Students to the Basic College, effective November 29, 1951. The following staff members are included in this transfer:

Staff included in change of Board of Examiners from Dean of Students to Basic College

Paul L. Dressel - (Dual appointment in Basic College and Dean of Students). Title in the Basic College to be Professor and Head of Board of Examiners.

Ernest M. Banzet - Associate Professor (also in Social Science)

Harry D. Berg - Associate Professor

Walker Hill - Associate Professor

Martha Layman - Associate Professor

Verdun Leichty - Associate Professor

Clarence H. Nelson - Associate Professor

Harold Dahnke - Assistant Professor

Lewis B. Mayhew - Assistant Professor

Osmand E. Palmer - Assistant Professor

John Schmid - Assistant Professor

William G. Thomas - Assistant Professor

Robert A. Jackson - Instructor

Gerald L. Kincaid - Instructor

Secretarial Staff

Ruth A. Frye - Executive Secretary

Joyce Holly - Recorder I

Ellen Schlegel - Clerk-Stenographer II

Opal D. Young - Clerk I

Mary Edgerton - Clerk I

Janice Sines - Clerk I

12. Appointment of John W. Truitt as Instructor in the Institute of Counseling, Testing, and Guidance at a salary of \$1500 for the period from January 1 to June 30, 1952, to replace G. E. Erickson, transferred.

Appointment John W. Truitt

## NEW BUSINESS, continued

## Miscellaneous, continued

Reappointment  
approved in  
accordance  
with tenure  
rules

12. The following reappointments are recommended by the Department Heads and the Deans in accordance with the tenure rules:

## a. Second probationary appointment as instructors for two years:

		Effective Date of Next Amnt.
Brown, Roger E.	Surgery & Medicine	4-1-52
Devine, Daniel J.	Physical Educ.-Men	4-1-52
Rebstock, Theo Lynn	Agric. Chem., (Res.)	4-1-52

## b. Third probationary appointment as instructors for two years:

Fohr, John M.	Journalism	3-28-52
Hough, Hugh W.	Soil Science	2-1-52
Leonard, John C.	Information Services	1-7-52
Maddex, Robert L.	Agric. Engr. (Ext.)	1-10-52
Mausteller, J. Ellie	Forestry	1-5-52
Realth, Alexander N.	Horticulture (Ext.)	4-1-52
Taylor, Donald Arthur	General Business	3-16-52
Tintera, James B.	Speech	1-1-52
Warner, Juanita	Bacteriology (Res.)	3-28-52

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

Elliot, James M.	Bio. Science	1-1-52
Gammel, Donald J.	Journalism	1-1-52
Johnson, Thomas N.	Pharmacology	1-1-52
Perkins, Edward V.	Bio. Science	2-1-52
Sheppard, Charles C.	Poultry	1-1-52
Wolcott, Arthur	Farm Crops & Soil Science (Res.)	4-21-52

## d. The following instructor has come to the end of the five-year probationary period. Since he has the doctorate he will be recommended for promotion at the usual time:

Moore, J. Geoffrey	Effective Living	6-16-52
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## e. The following instructor has come to the end of his five-year probationary period with recommendation by the faculty that he not be reappointed:

Bergh, Donald A.	Mechanical Engineering	4-1-52
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## f. Second probationary appointment as assistant professors for three years:

Aho, William Albert	Poultry	6-1-52
Bailey, Karl D.	Dist. Hort. Agt.	3-1-52
David, Hugo John	Speech	1-1-52
Dawson, Lawrence E.	Poultry Husbandry	2-1-52
Drury, Albert R.	Surgery and Medicine	4-16-52
Garner, Raymond A.	Agr. & Educ.	2-1-52
Hoffman, Julius R.	Entomology	5-16-52
Ketchum, Lucile	H.M. & C.D.	1-3-52
Love, William B.	Forestry	6-1-52
Odle, Keith B.	General Business & Cont. Educ.	2-1-52
Prentice, Clarence E.	Agric. Econ., (Ext.)	3-1-52
Steinicke, David G.	Sociology	6-16-52
Tesar, Milo B.	Farm Crops	1-1-52
Varner, Durward B.	Agric. Econ.	5-16-52
White, Robert G.	Agric. Engr.	6-1-52
Wilt, Harry W.	Agric. Econ-Short Courses	5-1-52

## g. Assistant professors who have completed their probationary appointments. They are recommended for a one year extension of time at their present rank.

Carlson, R. F.	Horticulture (Res.)	3-1-52
Creighton, J. W.	Wood Utilization (Res.)	3-15-52
Langer, C. A.	Horticulture (Ext.)	1-20-52
Renwick, D. J.	Mech. Engr.	1-1-52
Vincent, Warren H.	Agric. Econ (Ext.)	5-1-52

## h. Assistant professors who have served their second probationary appointments and are not to be reappointed:

Klautsch, A. A.	Psychology	6-15-52
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## i. An assistant professor who has completed his second probationary appointment and is recommended for tenure at that rank:

Waite, J. A.	Lit. & Fine Arts and English	1-30-52
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NEW BUSINESS, continuedMiscellaneous, continued

13. Payment of the following amounts to salaried employees for additional work during the football season:

Additional  
payments  
to salaried  
employees

Edgar Albaugh	\$20.00	M. M. Jones	\$30.00
Dale Albin	20.00	Ronald Jones	20.00
F. G. Alexander	20.00	Georges Joyaux	20.00
Albert Amiss	16.00	David Kahler	20.00
Robert Angell	30.00	George Karas	16.00
Ralph Bacon	6.00	Leo Katz	24.00
Leonard Blakeslee	24.00	Gerald Knapp	30.00
James Boyd	20.00	B. J. Knittle	20.00
Clarence Bruch	30.00	Paul Kyburz	20.00
Robert Brunner	20.00	Elwood Lawrence	12.00
L. D. Burhans	16.00	Kirkpatrick Lawton	12.00
James Burnett	20.00	V. E. Leichty	20.00
Edward Cesteric	6.00	R. C. Lewis	16.00
Charles Chance	20.00	Marvin Livingood	20.00
L. E. Chapman	31.50	Robert Lucas	20.00
John Clark	20.00	Robert Lumianski	20.00
Ray Cook	37.50	Joseph Meiser	20.00
Louis Cormier	20.00	Branford Millar	20.00
Charles Cuttler	20.00	Arthur Miller	20.00
Harold D'Arcy	20.00	Myron Miller	20.00
Harold Davidson	16.00	Noel Miller	20.00
J. F. Davis	6.00	Shirley Morrissey	24.00
Russel Davis	50.00	Anton Napoli	6.00
Arden Day	20.00	Russel Nye	20.00
Robert Demott	20.00	Ralph Paul	16.00
John Emery	24.00	Frank Peabody	20.00
A. E. Erickson	20.00	James Platt	30.00
Helen Evans	24.00	Harold Price	20.00
Orville Everett	18.00	Edward Prophet	20.00
Curtis Filter	17.50	George Radimersky	16.00
Floyd Fladseth	16.00	John Ramsey	40.00
Stuart Gallacher	60.00	K. C. Randall	20.00
Carl Gerlach	20.00	Lynn Robertson	24.00
Gordon Goerner	20.00	Johannes Sachse	20.00
Paul Gray	30.00	Charles San Clemente	20.00
C. C. Hamilton	20.00	Robert Scott	24.00
Harold Hart	20.00	Virgil Scott	20.00
C. D. Hause	20.00	William Seaman	30.00
William Heist	20.00	L. H. Searl	57.50
Ray Heydrick	37.50	Daniel Sheehan	20.00
John D. Hill	30.00	William Shumaker	16.00
John Hocking	12.00	Jack Stockton	20.00
Stanley Howell	24.00	Max Strother	30.00
Emerson Jacob	24.00	Norman Struck	20.00
Russell Jenkins	20.00	Robert Swanson	50.00
J. M. Jensen	37.50	Bannan Swope	20.00
Richard Johnston	20.00	M. R. Taylor	20.00
Andrew Timmick	20.00	John Waite	20.00
Pat Townsend	18.00	Clella Weissinger	24.00
George Tsuda	20.00	Stanfield Wells	24.00
R. F. Turner	40.00	James Williams	20.00
Wayne VanRiper	40.00	Nathan Willitts	20.00
David VanStrien	20.00	Howard Winters	20.00
Karl Vary	20.00	John Yunch	20.00

14. Payment of the following amounts to salaried employees for additional work since the last Board meeting:

<u>Auditorium</u>		<u>Continuing Education</u>		<u>Miscellaneous, continued</u>	
Dale Albin	\$27.00	Clella Weissinger	\$31.00	Donna Downs	\$86.70
Joyce Barnes	27.00	Clyde Cairy	40.00	Mabel Flanders	7.15
Charles Branz	28.00	Ronita Edgar	166.00	<u>Auditorium</u>	
L. D. Burhans	30.00	Alma Goetsch	142.00	Neal Whitehead	30.00
L. E. Chapman	21.00	Kirkpatrick Lawton	348.00	Ray Yerkie	24.00
Lorraine Demorest	12.00	L. B. Raynor	150.00	Floyd Fladseth	6.00
Helen Evans	30.00	J. B. Tintera	113.60	<u>Continuing Education</u>	
Helen Greene	55.00	<u>Radio Press Box</u>		Arthur DeLong	245.00
James Huston	15.00	J. D. Davis	25.00	Charles Hampton	27.90
G. C. Luehrs	6.00	Richard Massuch	25.00	Charles Irvin	114.00
Floyd Macklem	30.00	J. N. Moore	35.00	James Karslake	80.00
Pauline Nowack	6.00	Charles Pedrey	25.00	Margaret McKeane	80.00
Elmer Peterson	27.00	Harold Sponberg	25.00	Rolla Noonon	20.00
Varetta Powers	23.00	<u>Miscellaneous</u>		David Potter	43.80
Irene Prall	6.00	John Blakeslee	36.00	Harold Sponberg	21.90
Gail Ryder	27.00	Douglas Boyd	14.38	Joseph Strelzoff	108.00
Laurence Searl	27.00	Marion Bueschlen	11.50	Irwin Whitaker	68.40
Patricia Townsend	30.00	L. E. Chapman	5.00	G. W. Wilkinson	21.90
Robert Troxell	38.00				
Wayne VanRiper	62.00				

## NEW BUSINESS, continued

## Miscellaneous, continued

## 14. Payments to salaried employees (continued):

Miscellaneous		Miscellaneous	
James Huston	\$20.00	Joyce Teachout	\$ 6.60
Joyce Jeffers	7.15	Ada Wilkes	6.60
Robert Kuhn	46.00	Albert Amis	16.00
Robert Loree	157.50	John Brotzman	80.00
Elmer Peterson	5.00	Ethel Crummer	4.00
J. K. Richards	140.00	Samuel Mercer	60.00
Marjorie Robinson	7.15	R. L. Paul	22.50
Marjorie Ruppenthal	4.50		

15. Gift of \$1500 from O. W. Mourer of Lansing to be used according to the wishes of the Board and credited to Discretionary Gifts account. Mr. Mourer requests that no publicity be given the gift.

16. Grant of \$150 from the Michigan Farm Equipment Service and Sales Association of Grand Rapids, Michigan, to be credited to their short course scholarship fund.

17. Check for \$3125 from the Estate of Charles Henry and Harriett L. Stroud to be used to set up a scholarship fund in the name of the donors for needy students and administered at the discretion of the President of Michigan State College. It is expected that an additional sum will be added to the fund. The estate is administered by the Central Trust Company of Lansing.

18. Grant of \$140 from the Anglo-American-Hellenic Bureau of Education of Columbia University to be used as the balance of a scholarship fund for a student from Greece.

19. Grant of \$1500 from the Palmer Woods Garden Club of Detroit to be used under the discretion of Donald P. Watson in Horticulture to establish the Palmer Woods Garden Club Fellowship for a graduate student working in the general field of evaluation of television as a medium for horticultural education, and to provide operation, maintenance and travel expenses in connection with this fellowship. The first installment of \$300 has been received to finance this fellowship.

20. Continuation of a memorandum of agreement with the Dow Chemical Company of Midland covering a grant of \$3500 to be used under the direction of C. O. Harris and E. A. Finney in the Engineering Experiment Station in a research project on cement with and without calcium chloride.

21. Continuation of a memorandum of agreement with the American Electroplaters' Society of Jenkintown, Pennsylvania, covering a grant of \$1600 to be used under the direction of D. T. Ewing in Chemistry to study the effects of small amounts of impurities during the electrical disposition of metals. The agreement provides for a Special Graduate Research Assistant.

22. Grant of \$10,000 from the Inter-Industry Highway Safety Committee of Michigan to be used under the direction of E. L. Harden in Continuing Education to institute at Michigan State College a driver education program.

23. Two new Technician III positions in Agricultural Chemistry, to be financed from the National Institute of Health grant.

24. An Accountant II position in the Comptroller's Office to replace a Clerk IV and a Clerk-Typist position.

25. A Housekeeper Supervisor III position at the Kellogg Center. This has formerly been paid from the labor payroll.

26. Appropriation is requested to cover the purchase of a Ford tractor equipped with a Wagner third arm loader, bucket and fork, at a cost of \$2200.

27. Appropriation of \$325 is requested to cover the cost of reprinting two bulletins for the Department of Landscape Architecture and Urban Planning.

28. Request for an additional appropriation of \$10,500 for the new motion picture for Michigan State College. An appropriation of \$14,500 was previously made.

29. Request for an appropriation of \$2500 for the purchase of seedlings which are available at this time from surplus planting stock of the U. S. Forest Service. It is understood that the entire appropriation will be recovered prior to June 30, 1952, through the sale of these seedlings to Michigan residents.

30. At its November meeting, the Board authorized an expenditure out of Alterations and Improvements of \$4980 for construction of settling tanks at the new power plant. It was intended that a request be made to the Board at the same time for a new storm sewer from the power plant to existing lines. This item of construction is required as a result of the damage to existing lines in the building of the new chimney. Funds previously appropriated for ventilation in the condenser room will not be needed, and it is recommended that \$1500 be reappropriated for the purpose of constructing the storm sewer.

31. Receipt of a resolution from the Michigan Purebred Dairy Cattle Association urging the State Board of Agriculture to change the college policy to permit the student dairy club to engage again in the activity of serving lunches during Farmers' Week and on other occasions.

32. Communication from Mrs. Fyan, Secretary of the State Board for Libraries, enclosing a copy of a letter from the State Board of Libraries to members of the Michigan legislature protesting the proposal recently made by Dr. Steadman that the State Library be combined with the Michigan State College library. The Michigan State Board for Libraries proposed to Dr. Steadman that representatives of the State Board for Libraries, the State Board of Agriculture, the Board of Regents of the University, and the State Department of Administration meet to explore functions and services now performed by each of the three institutions.

Gift \$1500  
from O. W.  
Mourer

\$150 Mich.  
Farm Equip-  
ment Service

\$3125 rec'd  
from Estate  
of Strouds

\$140 rec'd  
from Anglo-  
American  
Hellenic Bur  
\$1500 from  
Palmer Woods  
Garden Club

Grant \$3500  
Dow Chemical  
co

\$1600 from  
American  
Electropla-  
ters

\$10,000 from  
Inter-Indus-  
try Highway

2 Tech III  
positions  
Ag. Chem.

Acct. II  
approved for  
Comptroller's  
Housekeeper  
Superv. III  
Kellogg Cen-  
ter.

Pur. Ford  
tractor app.

\$325 approp.  
to reprint  
2 bulletins  
Lands.

Add. \$10,500  
for movie  
\$2500 to  
purchase  
seedlings

\$1500 approp  
for storm  
sewer

Resolution  
Purebred  
Dairy Cattle  
Assoc.

Communica-  
Mrs. Fyan  
re: State  
Library

NEW BUSINESS, continuedMiscellaneous, continued

33. The following bequest is made to Michigan State College in the will of Harriett L. Stroud, deceased:

"Five per cent (5%) of said residue I give and bequeath to Michigan State College, of East Lansing, Michigan, for the establishment of a scholarship fund to be known as the 'Charles Henry and Harriett L. Stroud Scholarship'. The income from this request will be granted to a needy student of said College at the discretion of the President of the said institution."

To date, the College has received from the estate \$3,125. Mr. Ballard is of the opinion that this is approximately one-half the amount the College will ultimately receive.

On motion of Miss Jones, seconded by Mr. Brody, it was voted to approve the President's Report and all New Business.

ADDITIONAL ITEMSResignations

1. Resignation of John C. Bayless as Instructor in Physical Science, effective December 31, 1951.
2. Resignation of Ruth M. Beegle as Instructor (Research) in Foods and Nutrition, effective January 15, 1952 to devote full time to her home.

Appointments

1. Appointment of Robert J. Deans as temporary Instructor in Animal Husbandry at a salary of \$3600 per year, effective January 1, 1952, for an indefinite period, to replace E. D. Farwell who is in Colombia. This appointment is on a 10-month basis.
2. Appointment of Charles N. Murphy as Lecturer in General Business at a salary of \$200 for the winter quarter 1952.
3. Reappointment of George W. Parmelee as temporary Instructor in Botany and Plant Pathology at a salary of \$1000 for the period from January 1 to March 31, 1952, to replace C. L. Gilly, on leave.
4. Appointment of T. T. Chaddock as Lecturer in Animal Pathology at a salary of \$250 for the winter term 1952.
5. Appointment of Frederick C. Newman, Jr. as Lecturer in Animal Pathology at a salary of \$250 for the winter term 1952.
6. Appointment of L. H. LaFond as Lecturer in Surgery and Medicine at a salary of \$300 for the period from January 1 to June 30, 1952.
7. Appointment of Don M. LeDuc as Lecturer in Surgery and Medicine at a salary of \$300 for the period from January 1 to June 30, 1952.
8. Appointment of Manfred Lilliefors as Lecturer in Social Service at a salary of \$300 for the winter term 1952.
9. Appointment of Reamer Wigle as Lecturer in General Business at a salary of \$200 per month, effective from January 1 to March 31, 1952.
10. Appointment of Mrs. Hazel Chang Amen as Instructor (Research) in Foods and Nutrition at a salary of \$3600 per year on a 12-month basis, effective for one year only beginning January 16, 1952, to replace Ruth M. Beegle, resigned. Her salary is to be paid from Experiment Station funds.

Miscellaneous

1. Grant of \$748 from the Estate of LaVerne Noyes to be used for LaVerne Noyes scholarships.
2. Grant of \$500 from the Community Chest and Council of Greater Lansing to be used under the direction of E. B. Harper in Social Service for fellowships for students who are expected to do their field work in a member agency of the Chest or Welfare Council.
3. Grant of \$2500 from the A. M. Todd Company of Kalamazoo to be used under the direction of Ray Nelson in Botany to continue the mint research project started in 1946.
4. Continuation of a memorandum of agreement with The American Dairy Association of Michigan in Lansing covering a grant of \$5000 to be used under the direction of Earl Weaver in the Dairy Department in conducting a project on the nutritive values of crops and cows' milk as affected by soil fertility.
5. Recommendation that the Board appropriate \$3000 to the Physics Department for the purchase of special research equipment that is required beyond what is now available or what can be purchased within the budget. In addition, it is recommended that Secretary McDonel proceed with certain alterations and improvements in the storage room in the building, and other changes, to the extent of \$2000.

\$3,125  
rec'd from  
Stroud est.

Resignations

Appointments

\$748 rec'd  
from LaVerne  
Noyes Est.

\$500 from  
Com. Chest -  
Social Serv.

\$2500 from  
A.M.Todd Co.

\$5000 from  
American  
Dairy Assoc.

\$3000 appro-  
priated to  
Physics Dept  
to purchase  
special  
equipment.



ADDITIONAL ITEMS, continuedMiscellaneous, continued

6. The following recommendations are made as a result of the \$10,000 grant from the Inter-Industry Highway Safety Committee:
- That Mr. Leslie Silvernale's salary of \$7200 be paid from this grant.
  - That \$1500 of secretarial expenses be charged against this grant.
  - That the balance of \$1300 be used for Mr. Silvernale's travel in connection with his duties in carrying out the agreement relative to the program.
  - That Mr. Bernard Loft, currently being paid from the Revolving Account 21-2902 be transferred to the Salary budget 11-4811 where funds have been budgeted for Mr. Silvernale's salary.
7. Recommendation for improvement in the public address system in the Auditorium at an estimated cost of \$7800, to be charged to Alterations and Improvements 1951-52.
8. Recommendation from Dean Dye that a half-day program in the Nursery School be initiated at a fee of \$15 per term for the afternoon group with the rate of \$25 as at present to be continued for the morning group.
9. Recommendation from Director E. L. Harden and Professor Brandstatter, as follows:
- "In order to further develop the Law Enforcement Training Program which was inaugurated January 10, 1950, the need for a short time subsidy has become apparent. The program in its first year has been successful in every way other than financial. Present indications are that by the end of the next calendar year the program will be on a self-sustaining basis.
- "The reports of those who have attended the schools this year have been positive in every way. Enrollments have consistently risen and we are very optimistic for the future.
- "This letter is to request an appropriation in the amount of \$5,000 to keep the program operating for the next twelve months after which time we are certain it will carry itself."
10. The Administrative Group recommends that the Upper Peninsula Experiment Station at Chatham be designated as an Extension Center where work can be taken for residence credit. Previous action has been designated centers at Flint, Midland, and Grand Rapids.
11. Mr. May reported on the recommendations for funds for Michigan State College included in Governor Williams' proposed message to the Michigan legislature.
12. Approval of awarding the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of fall term 1951.
- On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve the foregoing Additional Items.

SPECIAL MISCELLANEOUS

- Discussion of recent action taken by the State Civil Service Commission increasing salaries and wages of all state employees from  $7\frac{1}{2}$  to 16 per cent and the recent action of the Board of Regents of the University of Michigan increasing salaries and wages by 6 per cent.
  - Discussion of recent conversations with Mr. Steadman and Governor Williams with reference to their recommendation that the College go as far as it can in adjusting salaries to put them more nearly in line with those paid at the University of Michigan, University of Illinois, University of Minnesota, and other comparable institutions.
  - It is proposed:
    - to adjust all wage rates for all personnel on the labor payroll approximately 7 per cent.
    - to adjust the salaries of all persons on the classified salary roll -- clerks, secretaries, et cetera (as per schedule dated December 21, 1951, on file with these minutes).
    - to make a salary adjustment of \$30 per month for all salaried employees holding Board appointments up to and including those making \$5200 per year and to make a blanket adjustment of 7 per cent for those receiving more than \$5200 per year.
    - the total estimated cost of this adjustment paid from budget funds is \$877,097 per annum or \$438,548 for the balance of this fiscal year.
    - the Board should authorize submission of a deficiency request of \$438,548 to cover item (4).
    - in addition to the cost-of-living adjustment, a salary equalization adjustment for certain members of the faculty is proposed at an annual cost of \$194,395. We will have sufficient savings within the current budget to provide for this item.

On motion of Mr. Akers, seconded by Dr. Smith, it was voted to approve the recommendations as outlined above, to be effective for all salaried employees on January 1 and for hourly paid employees for the pay period beginning nearest January 1, 1952.

- If the Board approves the general wage increase which is being recommended, the question arises as to whether some adjustment should be made in pension for those now retired.

Salary of Leslie Silvernale to be paid from grant of \$10,000 from Inter-Industry Highway Safety Comm.

Public add. system in Aud. to be improved. 1/2 day program in Nursery Sch. approved

\$5000 app. to develop Law Enforcement Training program.

U.P. Station Chatham designated as an Extension Cen.

Degrees to be awarded at end of fall term 1951.

Approval of wage adjustments for college personnel approved.

SPECIAL MISCELLANEOUS, continued

## 2. Pension increases, continued:

A study of our retirement payroll revealed the following distribution of pensions among the 153 employees now on retirement:

<u>Number on Retirement</u>	<u>Amount of Pension</u>
38	\$600
18	601 - 900
14	901 - 1200
16	1201 - 1500
11	1501 - 1800
2	1801 - 2400
16	2601 - 2640

Adjustment of \$10 per month or 7% increase in retired employees' salaries approved.

Nineteen of the 38 employees now receiving the minimum pension of \$600 were employed by the College for 15 or less years. The average length of service for all retired employees is 26 years. Under our present rules, an employee earning less than \$5300 annually requires 34 years of service to earn a pension of 50 per cent of his regular salary. Employees earning more than \$5300 can earn the maximum pension of \$2640 with fewer years of service inasmuch as pensions are based on length of service and average annual earnings.

If the Board approves some increase for retired employees, Mr. May suggests that it be a fixed amount per month rather than a percentage increase. As a guide to the Board in considering this problem, a \$10 per month increase would cost \$18,360 per year for the 153 people now on retirement.

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve a salary adjustment of \$10 per month or 7%, whichever is greater, on the pensions paid retired employees, to be effective January 1, 1952.

Additional freezer space approved for Food Stores Building.

3. Recommendation from Mr. Foster, Mr. McDonel, and Mr. May that additional freezer space be installed in the Food Storage Building at a cost of approximately \$56,000. Mr. May suggests that this item be financed in the following manner:

"In September of this year bank loans from the Detroit banks were paid in full. To pay off the loans I had to use anticipated earnings for the current year from Shaw Dormitory and the \$10 allocation of out-of-state fees. With the repayment of the loans, Shaw Dormitory earnings are no longer pledged for retirement of any debt.

"I would like to suggest to the Board that the cost of improvements in the Food Storage Building be borrowed from the Reserve for Removal and Expansion of Auxiliary Enterprises and that the 1952-53 earnings of Shaw Dormitory be pledged for repayment of the loan."

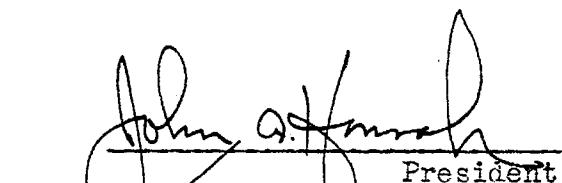
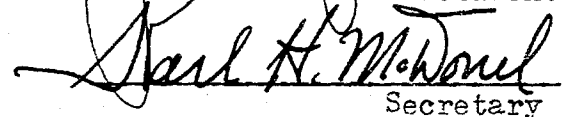
On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve the above recommendations.

Harry Conrad met with Board for lunch re: problems Giltner Hall

4. Harry Conrad of the Christman Company was invited to meet with the Board at lunch to discuss financial problems that have developed in connection with the construction of Giltner Hall.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to authorize payment out of college funds for the extras that have been authorized on Giltner Hall, of approximately \$32000; and to authorize Mr. May to pay to the Christman Company on duly certified requisitions up to the full amount of the contract commitment.

The meeting adjourned at 3:45 p.m. The next meeting will be held Thursday, February 14.

  
President  
  
Secretary