

MINUTES OF THE MEETING OF THE  
FINANCE COMMITTEE  
January 15, 1959

The Finance Committee convened at Kellogg Center at 7:00 a.m. for breakfast.

The following members were present:

Messrs. Brody, Harlan, Rouse, Smith, Stevens; President Hannah, Treasurer May and Secretary McDonel

Absent: Mr. Vanderploeg; Dr. Bartlett

Investment  
recommendation

1. Recommendations as follows from Scudder, Stevens & Clarke and Mr. Cress:

Consolidated Investment Fund

<u>Shares</u>	<u>Security</u>		<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
200	Recommend selling: C.I.T. Financial	\$2.40	50	\$10,000	\$480	4.6%
60	Recommend purchasing: Great Northern Railway (140 shs. held)	3.00	51	3,060	180	5.8%
175	Bank of America	1.80	45	7,875	315	4.0%
				<u>\$10,935</u>	<u>\$495</u>	

A. H. and S. A. Case Fund

250	Recommend selling: C.I.T. Financial	2.40	50	12,500	600	4.6%
250	Recommend purchasing: Great Northern Railway	3.00	51	12,750	750	5.8%

Fred T. Russ Fund

Recommend selling 2100 shares of Associate Investments at approximately \$83 and investing the proceeds from the sale of the stock in the following bonds and common stocks:

<u>Bonds:</u>	<u>Price</u>
10,000 U. S. Treasury 3½s, 5-15-96	100
5,000 U. S. Treasury 3 5/8s, 5-15-61	100
5,000 U. S. Treasury 3 3/4s, 11-15-62	100
10,000 U. S. Treasury 3s, 2-15-64	96
10,000 U. S. Treasury 4s, 10-1-66	101
15,000 Province of Ontario 4 3/4s, 1984	99
10,000 Household Finance 4 5/8s, 1984	99
10,000 U. S. Treasury 4s, 1980	99
10,000 New Corporate issues 4½s	100

Total estimated cost of bonds	\$84,350
Bond yield estimated income	3,442
Average yield	3.8%

<u>Common Stocks:</u>	<u>Price</u>
100 General Foods	78
150 Royal Dutch Petroleum	48
40 DuPont	213
100 First National City Bank of New York	76
150 Standard Oil of New Jersey	58
200 Union Tank Car	37
200 West Penn Electric	37
100 Republic Steel	75
150 Continental Can	58
150 Great Northern Railroad	52
100 Consumer Power	59
200 National Fuel Gas	25

Total Estimated cost	\$89,520
Estimated income	3,408
Average yield	4.1%

On motion of Dr. Smith, seconded by Mr. Rouse, it was voted to approve Item 1, including the necessary resolutions for the selling of C.I.T. Financial stock.

2. Authorize Mr. May and Secretary McDonel to sign a renewal note for \$2,250,000 with the National Bank of Detroit. This loan is being extended for 60 days due to the delay in completing permanent financing with the Housing Home Finance Agency for the 800-unit apartment project.

On motion of Mr. Brody, seconded by Mr. Stevens, it was voted to approve Item 2.

Finance Committee Items, continued

3. In order to open three bank accounts in the Michigan State University-Oakland area, it is necessary to have Board approval of the following resolutions:
  - a. Resolved that P. J. May, Vice President and Treasurer, is hereby authorized to deposit any funds coming into his hands as Treasurer in the Community National Bank of Pontiac, Pontiac, Michigan, in the name of the State Board of Agriculture, Michigan State University-Oakland, and funds may be withdrawn by checks signed by any one of the following: P. J. May, Vice President and Treasurer; M. R. Pierson, Assistant Treasurer.
  - b. Resolved that P. J. May, Vice President and Treasurer, is hereby authorized to deposit any funds coming into his hands as Treasurer in the Pontiac State Bank, Pontiac, Michigan, in the name of the State Board of Agriculture, Michigan State University-Oakland, and funds may be withdrawn by checks signed by any one of the following: P. J. May, Vice-President, and Treasurer; M. R. Pierson, Assistant Treasurer.

No resolution is necessary to open an account in the National Bank of Detroit, Rochester Office, since the Board has previously approved the National Bank of Detroit as a depository.

On motion of Mr. Rouse, seconded by Mr. Harlan, it was voted to approve Item 3.

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
January 15, 1959

Present: Dr. Smith, Chairman; Messrs. Brody, Harlan, Rouse, Stevens; President Hannah; Treasurer May and Secretary McDonel

Absent: Mr. Vanderploeg; Dr. Bartlett

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

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

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

On motion of Dr. Smith, seconded by Mr. Rouse, it was voted to approve the Finance Committee Items.

PRESIDENT'S REPORT

Appointments

1. John Blakeslee, Chief Engineer-Radio in the Department of Radio Broadcasting at a salary of \$7280 per year on a 12-month basis effective January 1, 1959.
2. William L. Broecker, Producer-Director, Television Broadcasting, at a salary of \$6000 per year on a 12-month basis effective January 1, 1959.
3. John T. Caldwell, Producer-Director, Television Broadcasting, at a salary of \$5800 per year on a 12-month basis effective January 1, 1959.
4. Patrick J. Callihan, Production and Facility Manager, Television Broadcasting at a salary of \$8000 per year on a 12-month basis effective January 1, 1959.
5. Kay M. Eyde, Women's Program Editor, Television Broadcasting, at a salary of \$5800 per year on a 12-month basis effective January 1, 1959.
6. Lee C. Frischknecht, Production Supervisor, Television Broadcasting, at a salary of \$6500 per year on a 12-month basis effective January 1, 1959.
7. Leslie F. Marcus, Producer-Director, Television Broadcasting at a salary of \$6060 per year on a 12-month basis effective January 1, 1959.
8. Robert D. Page, Producer-Director, Television Broadcasting, at a salary of \$6000 per year on a 12-month basis effective January 1, 1959.
9. Linn P. Towsley, Chief Engineer, Television Broadcasting, at a salary of \$8220 per year on a 12-month basis effective January 1, 1959.

Transfers

1. Clyde W. Dow from Professor of Communication Skills to Professor of Teacher Education at the same salary of \$9000 per year on a 10-month basis effective January 1, 1959.

Depositories  
for MSU-O  
area approved

Approval  
Finance Com.  
Items

Appointments

Transfer  
C. W. Dow to  
Teacher Educ.

PRESIDENT's REPORT, continuedMiscellaneous

Approval  
changes in  
titles and  
salaries for  
Div. Broad.  
Services

1. Approval of the following changes in titles and salaries for staff members in the Division of Broadcasting Services, effective January 1, 1959:

Radio Broadcasting

Arthur W. Boroughs, Farm Editor, Radio-Television, no salary change, position 203  
 Burleigh R. Downey, News and Special Events Editor, Radio-Television, no salary change, position 202  
 Richard Estell, Producer-Director, no salary change, position 207  
 William J. Finucan, Production and Facilities Manager, no salary change, position 204  
 Robert E. Shackleton, Sports Editor, Radio-Television, no salary change, position 201  
 Wayne C. Wayne, Producer-Director, no salary change, position 206

Television Broadcasting

\*James D. Davis, Manager, Closed Circuit Television, no salary change, position 2  
 \*Donald A. Pash, Program Associate, no salary change, position 4  
 Charles S. Ruffing, Program Associate, no salary change, position 201  
 William H. Tomlinson, Assistant Professor and Program Associate, salary increase from \$6300 to \$7000 per year, position 6  
 \*Lawrence E. McKune, Program Associate, no salary change, position 85 paid from Continuing Education funds.

\*No change in academic title.

Approval of  
changes in  
classified  
positions TV  
Broadcasting

2. Approval of the following changes in classified positions in Television Broadcasting, effective January 1, 1959:
  - Position 402 - Donald Dombrasusky, Television Engineer IVA, salary changed from \$5460 to \$5520
  - Position 403 - Raymond Wilson, Engineering Supervisor V, no salary change
  - Position 411 - John Dunlevy, Design and Graphics Supervisor V, no salary change
  - Position 416 - Changed to a Board appointment
  - Position 417 - James Culver, Film Supervisor IVA, no salary change
  - Position 418 - Frederick Rebman, Floor Director IV, salary changed from \$4620 to \$5040
  - Position 419 - Wayne Rice, Film Editor III, salary changed from \$4080 to \$4440
  - Position 430 - Alvan Murphy, Director IVA, salary changed from \$5040 to \$5520
3. Approval of changing Radio Broadcasting position 2 from Assistant to Assistant News and Special Events Editor, Radio-Television, position 209.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the President's Report.

NEW BUSINESS

Resignations

Resignations and Terminations

1. Donald C. Harmer, 4-H Club Agent, Muskegon County, effective December 31, 1958 to accept employment in industry.
2. Martha E. Kohl, Consumer Marketing Information Agent in Flint, December 31, 1958. She is getting married and moving to California.
3. Velma G. Huston, Assistant Leader, Home Economics, Upper Peninsula, December 12, 1958, to accept a foreign assignment to Israel through the State University of New York.
4. Elbert R. Moses, Jr. Assistant Professor of Communication Skills January 20, 1959, to accept a full professorship at the State Teachers College, Clarion, Pennsylvania.
5. Bernard F. Aschbacher, Assistant Professor of Accounting and Financial Administration August 31, 1959. (He is not being reappointed in accordance with tenure rules).
6. William L. Ferrara, Instructor in Accounting and Financial Administration, August 31, 1959, to accept a position at the University of Illinois.
7. George D. Bedell, Instructor in Hotel, Restaurant and Institutional Management February 14, 1959, to accept a position with the National Restaurant Association in Chicago, Illinois.

Leaves--Sabbatical

1. T. H. Wu, Associate Professor of Civil Engineering with full pay from September 1, 1959 to December 31, 1959 to attend the Norwegian Geotechnical Institute, in Oslo.
2. Marion S. Hillhouse, Associate Professor of Textiles, Clothing and Related Arts with half pay from September 1, 1959 to August 31, 1960 to work on a textbook.

Leaves--Health

1. Bruce R. Stewart, Assistant Professor of Natural Science with full pay from January 1, 1959 to February 15, 1959. Mr. Stewart was in an automobile accident.

NEW BUSINESS, continuedLeaves--Health, continued

2. Carroll Hawkins, Associate Professor of Political Science with full pay from January 1, 1959 to March 31, 1959. Leaves
3. Clyde E. Henson, Associate Professor of English and Liberal Arts Program for Adults with full pay from January 1, 1959 to March 31, 1959. (Salary is paid from Ford Foundation funds.)

Leaves--Military

1. Lynwood I. Cotton, Laborer I, Campus Planning, without pay from December 9, 1958 to June 30, 1959.

Leaves--Other

1. Lewis B. Mayhew, Professor of Evaluation Services, without pay from February 1, 1959 to August 31, 1959 to assist Stephens College.
2. Loraine V. Shepard, Associate Professor of Foundations of Education without salary from January 19, 1959 to March 30, 1959 to teach at Western Washington State College.
3. Harold M. Byram, Professor of Teacher Education, without salary from June 16, 1959 to June 30, 1959 to lecture at the University of Missouri.
4. John A. Fuzak, Professor of Teacher Education, without salary from June 17, 1959 to June 30, 1959 to teach at the University of Washington.
5. Samuel M. Futral, Jr., Assistant Professor of Mechanical Engineering without salary from September 1, 1959 to August 31, 1960 to accept an NSF Fellowship for study at Case Institute.
6. C. C. Sigerfoos, Associate Professor of Mechanical Engineering without pay from January 1, 1959 to August 31, 1959 to do ICA work in Yugoslavia.
7. Dena C. Cederquist, Professor and Head of Foods and Nutrition with full pay from June 18, 1959 to September 18, 1959 to travel in Europe.
8. Charles F. Wrigley, Associate Professor of Psychology without pay from April 1, 1959 to July 31, 1959 to lecture at Penn State.
9. Jack Stieber, Associate Professor of Economics and Labor and Industrial Relations Center without pay from May 1, 1959 to June 30, 1959 to serve as lecturer in Glasgow.

Appointments

## Appointments

1. Lysle Fraser Hutton, Consumer Marketing Information Agent in Flint, at a salary of \$6200 per year on a 12-month basis effective February 1, 1959.
2. Charles Louis Lang, County Extension Agent, 4-H Club, Kent County, at a salary of \$5800 per year on a 12-month basis effective February 1, 1959.
3. Carolyn Carter, County Extension Agent, 4-H Club work, Midland County, at a salary of \$4600 per year on a 12-month basis effective January 12, 1959.
4. Lola Ewing Jaakkola, County Extension Agent, Home Economics, Ontonagon County, at a salary of \$2500 per year on a 12-month basis effective January 1, 1959. This is a temporary appointment.
5. Robert Adams Aldrich, Associate Professor (Ext.) of Agricultural Engineering at a salary of \$8800 per year on a 12-month basis effective February 1, 1959.
6. Dan G. Bigbee, Lecturer in Poultry Science at a salary of \$300 per month effective January 1, 1959 to June 30, 1959.
7. Lyssa Harper, Lecturer in Communication Skills at a salary of \$1400 for the period January 1, 1959 to March 31, 1959.
8. Arnold C. Harberger, Lecturer in Economics at a salary of \$150 for the period January 15, 1959 to January 17, 1959.
9. Mary Waller, Consultant, Hotel, Restaurant and Institutional Management, at a salary of \$1000 for the period March 30, 1959 to May 21, 1959.
10. Carolyn Stieber, Lecturer in Political Science at a salary of \$500 for the period January 1, 1959 to March 31, 1959.
11. Helen Krumboltz, Lecturer in Foundations of Education at a salary of \$420 for the period January 5, 1959 to March 24, 1959.
12. Norrine G. Bennett, Consultant in Textiles, Clothing and Related Arts at a salary of \$400 for the period March 30, 1959 to May 21, 1959.
13. Stephanie H. Barch, Assistant (Res.) in Zoology at a salary of \$3000 from January 1, 1959 to December 31, 1959.
14. Theresa C. Oehmke, Assistant Instructor in Mathematics at a salary of \$1800 for the period January 1, 1959 to June 30, 1959.

NEW BUSINESS, continuedAppointments Appointments, continued

15. Elizabeth M. Reid, Assistant Instructor in Mathematics at a salary of \$900 for the period January 1, 1959 to June 30, 1959.
16. Arnold R. Stinchfield, Lecturer in History at a salary of \$600 per month from January 1, 1959 to June 30, 1959.
17. Betty Ostrander, Secretary to the Dean, University Services, at a salary of \$5000 per year on a 12-month basis effective January 7, 1959.
18. Arthur Stein, Police Specialist, Vietnam Project, at a salary of \$5440 per year on a 12-month basis from June 3, 1959 to June 30, 1959.
19. Douglas King Beed, Police Specialist, Vietnam Project, at a salary of \$6350 per year on a 12-month basis effective January 14, 1959 to June 30, 1959.
20. Fred Dixon, Visiting Professor of Administrative and Educational Services at a salary of \$1400 for the period June 24, 1959 to July 30, 1959.
21. Clarence Clifford Dunsmoor, Visiting Professor of Administrative and Educational Services at a salary of \$1400 for the period June 24, 1959 to July 30, 1959.
22. Gilbert Wrenn, Visiting Professor of Administrative and Educational Services at a salary of \$700 for the period August 4, 1959 to August 14, 1959.
23. George Edward Axtelle, Professor of Foundations of Education at a salary of \$2300 for the period June 24, 1959 to July 30, 1959.
24. Frederick V. N. Hein, Visiting Professor of Health, Physical Education and Recreation for Men at a salary of \$700 for the period July 20, 1959 to July 31, 1959.
25. Clyde E. Blocker, Visiting Professor of Teacher Education at a salary of \$500 for the period August 3, 1959 to August 14, 1959.
26. Salvatore G. DiMichael, Visiting Professor of Teacher Education at a salary of \$150 for the period August 2, 1959 to August 14, 1959.
27. Stephen O. Krebs, Consultant in Teacher Education, at a salary of \$150 for the period August 3, 1959 to August 7, 1959.
28. Robert E. Huke, Associate Professor of Geography, at a salary of \$1300 for the period June 24, 1959 to July 30, 1959.
29. Karl F. Lagler, Visiting Professor at the Gull Lake Biological Station, at a salary of \$2400 for the period June 22, 1959 to August 15, 1959.

Transfers Transfers

1. John W. Comstock, from 4-H Club Agent, Lenawee County, to Agricultural Agent, Lenawee County at the same salary effective January 1, 1959.
2. Max E. Benne, from County Extension Agent in Residence, to 4-H Club Agent, Lenawee County at an increase in salary to \$5400 per year effective January 1, 1959.
3. William A. Peterson, from Instructor in Communication Skills to Assistant Professor of Hotel, Restaurant and Institutional Management at an increase in salary to \$7000 per year on a 12-month basis effective January 1, 1959 to December 31, 1961.

Salary Changes Salary Changes

1. Increase in salary for Robert A. Young, 4-H Club Agent, Cass County, to \$6300 per year effective January 1, 1959.
2. Increase in salary for Leland W. Dean, Assistant Dean, College of Education, to \$12,000 per year effective February 1, 1959.
3. Increase in salary for John T. Dorsey, Associate Professor, Vietnam Project, to \$12,350 per year effective January 1, 1959.
4. Increase in salary for Robert G. Scigliano, Assistant to the Chief Adviser, Vietnam Project, to \$10,300 effective January 1, 1959.

On motion of Mr. Brody, seconded by Mr. Harlan, it was voted to approve all Regisnations and Terminations, Leaves and Appointments, transfers and salary changes.

Miscellaneous

## Change in status J.A. Davidson

1. Change in status of J. A. Davidson, Professor of Poultry Science, from  $\frac{1}{2}$  Experiment Station and  $\frac{1}{2}$  General to  $\frac{1}{2}$  Experiment Station and  $\frac{1}{2}$  Extension Service at the same salary of \$10,400 per year, effective from January 1 to June 30, 1959.



NEW BUSINESS, continuedMiscellaneous, continued

2. John S. Whale has been appointed as Distinguished Visiting Professor of Humanities for spring quarter 1959 at a salary of \$3000 plus \$1000 for traveling expenses. It is recommended that this be changed to a salary of \$2000 plus \$2000 for traveling expenses.
3. Change in status of Norman R. Smith, Instructor in Marketing and Transportation Administration from half-time at a salary of \$2650 per year to three-fourths time at a salary of \$3900 per year, effective from January 1 to August 31, 1959.
4. Change in status of Herman L. King from Associate Professor of Entomology at a salary of \$8100 per year on a 10-month basis to Assistant Dean for Graduate Programs in the College of Science and Arts and Associate Professor of Entomology at a salary of \$10,800 per year on a 12-month basis, effective April 1, 1959. Dr. King will be assigned three-fourths time to the College of Science and Arts and one-fourth time to Entomology.
5. Change in title of John W. Zimmer from Assistant to the Dean to Assistant Dean for Undergraduate Programs in the College of Science and Arts, effective April 1, 1959.
6. Report of the death of Cecil V. Millard, Professor (Research) of Foundations of Education, on January 3, 1959. Dr. Millard was born July 24, 1898, and had been a member of the staff since October 1, 1938.

On motion of Dr. Smith, seconded by Mr. Rouse, it was voted to authorize the preparation of an illuminated resolution on the death of Dr. Millard to be spread upon the permanent records and a copy sent to Mrs. Millard.

7. Recommendation that the widow of Dr. Millard continue to receive his salary for one year from the date of death, January 3, 1959.
8. Recommendations from the Director of Personnel, as follows:
  - a. Establishment of a Clerk-Stenographer I position in the Science and Mathematics Teaching Center, paid from accounts 71-2355, 71-2283, 71-2282 and 71-2263.
  - b. Reclassification of a Secretary-Departmental I to a Secretary-Departmental II position in the Centennial Review Office of the College of Science and Arts, paid from 11-4721.
9. Appropriation of \$2000 for the office of the Director of Junior College Cooperation.
10. Bids for razing the old brick house on the Russ Forest Property were received as follows:

Steven Szymanski	Cost \$225
Henri H. Goodsell	Cost 395
Robert S. Ham	Cost 418

It is recommended that the low bid of \$225 by Steve Szymanski be accepted and the cost charged to Fred Russ Income account 31-3576.

Gifts and Grants

1. Gift of an auto chassis valued at \$700 from the Chrysler Corporation of Detroit to be used in Mechanical Engineering in the automotive laboratory.
2. Gift of a Sela combustion controller, a set of burners, flow scope, hose, fire check, and table with fixtures valued at \$1500 from the Michigan Gas Association of Detroit to be used in Metallurgical Engineering for research on rapid rates of heating metallic materials.
3. Gift of a transportable radio receiver valued at \$100 from Oldsmobile Division of General Motors of Lansing to be used by WKAR-Radio on remote broadcasts to obtain cue from main studios.
4. Grants to be added to the Sigma Lambda Chi Student Loan Fund, account 32-3064, as follows:
  - a. \$100 from Joseph D. Allen of Lacon, Illinois
  - b. \$100 from Albert B. Ratner of Cleveland, Ohio
5. Grants for scholarship purposes, as follows:
  - a. To establish scholarships:
    - 1) \$300 from the J. R. Watkins Company of Winona, Minnesota, for two \$150 scholarships in 4-H Clubs, one to a boy and one to a girl.
    - 2) \$50 from Ivan F. French of Sarasota, Florida, for an annual award to be presented to a student in Home Economics. This award is given in memory of his mother, Elizabeth I. French, and is to go to the student who best combines the duties of homemaking and civic responsibilities in a well rounded program.
    - 3) \$250 from the National Association of Hotel and Restaurant Meat Purveyors of Chicago to establish the Arthur Davis Memorial Scholarship to be awarded each year to a deserving student in need of financial aid and chosen by the School of Hotel, Restaurant, and Institutional Management without regard to race, religion, or national origin.
    - 4) \$1000 from The Christman Company of Lansing to provide scholarship awards in the College of Engineering during 1958-59. Of this amount, \$750 is to be used to provide one or two awards to junior or senior students in the field of Civil Engineering; and \$250 is to be used for one or two awards to members of Tau Beta Pi.

John Whale to be paid \$2000 for salary and \$2000 traveling expenses

Ch. status Norman Smith to 3/4 time

Ch. status of Herman King to Asst. Dean for Grad. Prog. Sci & Arts

John Zimmer to be Asst. Dean Undergrad. Prog. Sc & Ar

Report of death Dr. Millard Jan 3, '59

Widow to receive salary for 1 year.

Approval Recommendations from Director of Personnel

Contract for razing old brick house Russ Forest let to S. Szymanski

Gifts and Grants

NEW BUSINESS, continuedGifts and  
GrantsGifts and Grants, continued

5. Grants for scholarship purposes, as follows:
  - b. To continue previously established scholarships:
    - 1) \$10,000 from the Schlitz Brewing Company of Milwaukee, Wisconsin, to be credited to the Schlitz Scholarship fund, account 32-3332.
    - 2) \$680 from the Michigan Dairy Memorial and Scholarship Foundation of East Lansing to be credited to account 31-3502.
    - 3) \$5000 from The Caulkins Foundation of Detroit to be credited to the Caulkins Foundation Scholarship Fund, account 31-3308.
  - c. To be credited to the Elevator and Farm Supply Short Courses Scholarship Fund, acct. 31-3314:
    - 1) \$700 from Farm Bureau Services, Inc. of Lansing
    - 2) \$1,400 from the Michigan Co-op Elevator Scholarship Fund of Lansing
    - 3) \$200 from the Michigan Feed and Grain Dealers Association of East Lansing
  - d. To provide aid to specified students:
    - 1) \$500 from the Asher Student Foundation of Detroit
    - 2) \$85 from Allen Printing Company of Lansing
    - 3) \$100 from The Kenwood Women's Club of Detroit
    - 4) \$266.68 from The American Legion of Detroit to continue the Guy M. Wilson Scholarships.
    - 5) \$1,355 from The International Nickel Company, Inc., of New York City
    - 6) \$1,000 from an anonymous donor
    - 7) \$600 from the Foundry Educational Foundation of Cleveland, Ohio
6. Renewal of a memorandum of agreement with the Board of Supervisors of St. Joseph County covering a grant of \$1,500 to be used under the direction of P. A. Miller in the Cooperative Extension Service as a contribution toward the salary of an additional County Extension Agent, Agriculture from January to June 1959.
7. Renewal of a memorandum of agreement with the Presque Isle County Board of Supervisors in Rogers City covering a grant of \$2,000 to be used under the direction of P. A. Miller in the Cooperative Extension Service as a contribution toward the salary of a 4-H Club Agent.
8. Renewal of a memorandum of agreement with the National Committee on Boys and Girls Club Work in Chicago covering a grant of \$1,836.50 to be used under the direction of R. G. Mawby in 4-H Clubs to cover the cost of meals, lodging, and transportation of 21 delegates to the 1958 National Club Congress.
9. Renewal of a memorandum of agreement with the National Committee on Boys and Girls Club Work in Chicago covering a grant of \$226.50 to be used under the direction of R. G. Mawby in 4-H Clubs for expenses of tractor operating and plowing contests in connection with the 1958 State 4-H Show.
10. Grant of \$175 from the State Association of Mutual Insurance Companies of Lansing to be used under the direction of R. G. Mawby in 4-H Clubs to be used \$100 for the trip to the 1958 Club Congress and \$75 for bonds in the fire prevention program.
11. Grant of \$9,484 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of W. A. Wood in Agricultural Chemistry in biochemical studies of carbohydrate metabolism in relation to structure of bacteria. Provision is made for a special graduate research assistant.
12. Grant of \$11,229 from the Atomic Energy Commission of Lemont, Illinois, to be used under the direction of W. A. Wood in Agricultural Chemistry to engage in tracer studies of carbohydrate metabolism in bacteria.
13. Grant of \$5,500 from the Agricultural Research Service of the United States Department of Agriculture of Washington, D.C., to be used under the direction of G. L. Johnson in Agricultural Economics to assess the significance of product specialization to agricultural adjustments in the Saginaw Valley and Upper Thumb areas of Michigan.
14. Grant of \$407 from the Chicago Military subsistence Market Center of Chicago to be used under the direction of A. W. Farrall in Agricultural Engineering to determine the effect of irradiation of oranges on their food value.
15. Renewal of a memorandum of agreement with the Cucumber Harvester Committee Members covering a grant of \$4,420 to be used under the direction of A. W. Farrall in Agricultural Engineering to develop principles for construction of a mechanical cucumber harvester.
16. Renewal of a memorandum of agreement with the Michigan Committee on Rural Electrification covering a grant of \$2,107.50 to be used under the direction of A. W. Farrall in Agricultural Engineering as a contribution in support of the cooperative radio program "Electricity at Work for You".
17. Renewal of a memorandum of agreement with the Michigan Committee on Rural Electrification covering a grant of \$11,498.40 to be used under the direction of A. W. Farrall in Agricultural Engineering as a contribution in support of the cooperative television project.
18. Renewal of a memorandum of agreement with the A. O. Smith Corporation of Kankakee, Illinois, covering a grant of \$143.20 to be used under the direction of G. A. Branaman in Animal Husbandry on experiments on the value of high moisture corn in beef cattle rations.

## NEW BUSINESS, continued

## Gifts and Grants, continued

Gifts and  
Grants

19. Approval of a memorandum of agreement with the Ford Motor Company of Dearborn covering a grant of \$1,000 to be used under the direction of C. A. Lassiter and C. F. Huffman in Dairy in an evaluation of diammonium phosphate as a source of nitrogen for ruminants.
20. Approval of a memorandum of agreement with The Holstein-Friesian Association of America of Brattleboro, Vermont, covering a grant of \$2,000 to be used under the direction of L. D. McGilliard, J. R. Brunner, R. C. Lamb, and N. P. Ralston in Dairy to study the genetic and environmental factors affecting the composition of milk produced by Holstein-Friesian cattle in Michigan.
21. Grant of \$1,200 from the Lafayette Clinic of Detroit to be used under the direction of E. H. Lucas in Horticulture to continue collaborative work toward the development of a test for identification of blood of mental patients.
22. Grant of \$1,000 from the Continental Can Company of New York City to be used under the direction of J. W. Goff in the School of Packaging for general support of the packaging program.
23. Grant of \$1,000 from the Price Waterhouse Foundation of New York City to be used under the direction of A. L. Seelye in Business and Public Service for aid to faculty in accounting or auditing, for fellowships for graduate students majoring in accounting, for scholarship funds for students majoring in accounting, or for student loan funds for students majoring in accounting.
24. Approval of a memorandum of agreement with the Hercules Company of Wilmington, Delaware, covering a grant of \$200 to be used under the direction of D. J. deZeeuw in Botany to support a graduate research assistantship on seed treatment and soil treatment fungicide studies.
25. Grant of \$3,000 from Research Corporation of New York City to be used under the direction of Jack Kinsinger in Chemistry to study dilute solutions studies of stereoregular polymers.
26. Grant of \$13,000 from the National Science Foundation of Washington, D.C., to be used under the direction of D. M. Johnson in Psychology to analyze problem-solving by experimental exposure of parts of the problem and recording of solution and time. Provision is made for special graduate research assistants.
27. Renewal of a memorandum of agreement with The Upjohn Company of Kalamazoo covering a grant of \$3,000 to be used under the direction of Lois Calhoun and Esther Smith in Anatomy to compile an atlas of the histology of the white rat.
28. Approval of a memorandum of agreement with Johnson and Anderson, Inc., of Pontiac, Michigan, covering a grant of \$625 to be used under the direction of W. L. Mallmann in Microbiology and Public Health in an evaluation of public health hazard of stored compost.
29. Renewal of a memorandum of agreement with the Michigan Artificial Breeders cooperative of East Lansing covering a grant of \$2,000 to be used under the direction of J. E. Nellor in Physiology to support research on the detection of hormones in the blood of cattle and to obtain graduate research personnel capable of assisting in this study.
30. Grant of \$1,000 from the Huron Hills Kennel Club, Inc., of Ann Arbor to be used under the direction of W. O. Brinker in Surgery and Medicine for research on dogs.
31. Grant of \$55,500 from the Carnegie Corporation of New York City to be used under the direction of E. W. Weidner in the Institute of Research on Overseas Programs to complete the project on study of impact at home and abroad of the overseas program carried out by institutions of higher education.
32. Grant of \$1,000 from Mr. and Mrs. Talbert Abrams of Lansing to be used to start a fund to furnish a study, lounge, or library for Honors College students located in the proposed new engineering complex of buildings.
33. Grants as follows to support the Christmas Adventure in World Understanding Program:
  - \$50 from the Civitan Club of Lansing
  - \$75 from Dean and Mrs. T. H. Osgood, E. Lansing
  - \$115 from H. J. Stoddard of East Lansing
  - \$115 from Robert C. Lindell of East Lansing
  - \$50 from Gordon Bygrave of East Lansing
  - \$75 from the Altrusa Club of Greater Lansing
  - \$115 from Reno G. Carrier of Lansing
  - \$35 from Joseph C. Coleman of Lansing
  - \$115 from L. A. Davidson of Lansing
  - \$115 from Bruce J. Maguire of Lansing
  - \$115 from Mr. and Mrs. Fred England, Jr., East Lansing
  - \$25 from Mrs. Phyllis Constance of Stanton
  - \$400 from the Ford Motor Company Fund of Dearborn
  - \$50 from the Woman's Society of Peoples Church of East Lansing
  - \$115 from General Homes, Inc., of Lansing
  - \$75 from the Plymouth Congregational Church of Lansing
  - \$50 from the Business and Professional Women's Association of Grand Rapids.
34. Additional payments to salaried employees, as per list on file.

On motion of Mr. Harlan, seconded by Mr. Stevens, it was voted to approve the Miscellaneous Items on which does does not already appear.



ADDITIONAL ITEMS

## Resignations

Resignations and Terminations

1. A. Conrad Posz, Assistant Professor of Communication Skills and Labor and Industrial Relations Center, February 15, 1959 to accept a position as educational director for a correspondence school in Portland, Oregon.

## Appointments

Appointments

1. Helen Niblock, Lecturer, Communication Skills, at a salary of \$1400 for the period January 1, 1959 to March 31, 1959.
2. Robert W. Johnson, Professor of Accounting and Financial Administration at a salary of \$13,000 per year on a 10-month basis effective September 1, 1959.
3. Temporary appointment of Orville A. LaGuire, Assistant Editor, News and Special Events, in Radio Broadcasting at a salary of \$5500 per year on a 12-month basis effective January 15, 1959.

## Trans. Miriam Kelley-Prof. &amp; Asst. Dir HE Extension

Transfers

1. Miriam J. Kelley from Assistant State Leader, Consumer Information, to Professor (Ext.) and Assistant Director of Home Economics, Extension Service, at a salary of \$10,000 per year on a 12-month basis effective February 1, 1959.

## Salary inc. for R.H.J. Pian

Salary Changes

1. Increase in salary for Richard H. J. Pian, Associate Professor of Civil Engineering to \$8000 per year effective January 1, 1959.

## T. H. Wu

2. Increase in salary for T. H. Wu, Associate Professor of Civil Engineering to \$8000 per year effective January 1, 1959.

## John Garraty

3. Increase in salary for John A. Garraty, Professor of History to \$10,000 per year effective January 1, 1959.

## Ch effec date appt Myron Kelsey-Feb. 1'59

Miscellaneous

1. Change the effective date of appointment for Myron P. Kelsey, Assistant Professor (Extension, Research) of Agricultural Economics, from January 1 to February 1, 1959.

## Pay. add.\$500 Stanley Harrison winter'59

2. Payment of an additional \$500 to Stanley Harrison, temporary Instructor in English, for the period from January 1 to March 31, 1959, for carrying an extra teaching load.

## Pay. add.\$500 John Manion winter term'59

3. Payment of an additional \$500 to John W. Manion, temporary Instructor in English, for the period from January 1 to March 31, 1959, for carrying an extra teaching load.

## Ch. status F. R. Wickert to full time Psy.

4. Change in status of Frederic R. Wickert, Professor of Psychology, from half-time in the Institute of Research on Overseas Programs and half-time in the Psychology Department to full time in the Psychology Department, effective January 1, 1959.

## Ch. status John Garraty Jan. 1-Aug. 31, 1959

5. Change in status of John A. Garraty, Professor of History, from full time History to half-time History and half-time in the Labor and Industrial Relations Center at the same salary of \$9,000 per year, effective from January 1 to August 31, 1959, and paid half from each account.

## S.K. Sheinbaum pd add \$125 mo Coord.Vietnam

6. It is recommended that Stanley K. Sheinbaum be paid an additional \$125 per month charged to the Vietnam Project, effective January 1, 1959, for as long as he continues as the Coordinator of that project. When and if he returns to the Department of Economics, this additional payment will be terminated.

## New chairman Grad. Council to be appted.

7. It is proposed to appoint a new chairman for the Graduate Council and ask him as chairman of the Council to carry on the necessary activities of the office of the School for Advanced Graduate Studies for an interim period beginning on January 16, 1959.

## Admissions Asst Regis. office approved

8. Establishment of a new Admissions Assistant position in the Registrar's Office at a salary of \$7500 to \$8000 per year, effective at once.

## Approval recommendations Dir. Personnel

9. Recommendations from the Director of Personnel, as follows:

- a. Establishment of a Clerk III position in the Registrar's Office.
- b. Establishment of a Clerk-Stenographer II position in Intercollegiate Athletics, position 309, paid from 21-2899.
- c. Establishment of an Assistant Intramural III position in Intercollegiate Athletics, position 405, paid from 21-2899.
- d. Establishment of the following positions in Television Broadcasting, paid from 11-5631:
  - 1) 4 Studio Engineer IV, \$5040 - \$5940, positions 431, 432, 433, 444
  - 2) 3 Transmitter Engineer IV, \$5040 - \$5940, positions 445, 446, 447 (1/3 cost to Mich. State)
  - 3) 2 Cameraman IIIA, \$4740 - \$5640, positions 448, 449
  - 4) 1 Assistant Lighting Supervisor IIIA, \$4740 - \$5640, position 450
  - 5) 1 Assistant Staging Supervisor IIIA, \$4740 - \$5640 position 451
  - 6) 2 Directors IVA, \$5520 - \$6480, positions 452, 453
  - 7) 1 Traffic & Continuity Director IV, \$5040 - \$5940, position 454

ADDITIONAL ITEMS, continuedMiscellaneous, continued

10. Bids were opened on January 13 for the Experimental Biology Research Center. The following bids were submitted:

General Contract

Haussman Construction Company	\$239,484
Banta-Brooks, Inc.	239,900
Reniger Construction Company	242,762
Summit Construction Company	255,800
Christman Company	256,000
Nordstrom-Myers, Inc.	262,418
Granger Brothers	272,000
Perron Construction Company	286,900

Contracts  
awarded for  
Experimental  
Biology Res.  
Center

Mechanical Contract

United Piping & Erecting Company	148,249
Shaw-Winkler, Inc.	158,240
Farrington Company	159,870
Branz, Diehl, Lohman	166,770
Dard, Incorporated	172,000
C. L. Mahoney Company	178,257
Zeni & Maguire Company	184,480
J. A. Dart Company	192,256

Electrical Contract

Hatzel & Buehler	56,500
Barker-Fowler Electric Company	59,990
Central Electric Motor and Construction Company	61,621
Lansing Electric Motors	62,033
Hall Electric Company	63,098

Laboratory Furnishings Contract

Laboratory Furniture Company	38,813
Kewaunee Manufacturing Company	43,395
Browne-Morse Company	45,976

It is recommended that the Board authorize the awarding of contracts to the low bidders with the exception of the laboratory furnishings contract which will be held up pending further investigation when it should be awarded to the low bidder if he can meet the specifications, or to the second bidder if we are not satisfied as to the competence of the low bidder.

The budget for this project will be as follows:

General Construction	\$473,500
Utilities	28,500
Equipment	70,000
Architect	28,000
Contingencies	20,000
	<u>\$620,000</u>

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

Alterations  
and improve-  
ments approved  
for several  
buildings on  
South Campus

Report from  
MSU Develop-  
ment Fund

Kresge Art  
Center to be  
dedicated May 9

Mich Press  
dinner-Jan. 30

Colombia proj.  
to be term.  
Mar. 31 '59

Communications  
from Mrs.  
Sholl and  
Mrs. Down were  
read

11. Recommendation that the Board authorize alterations and improvements in South Campus buildings A2, A3, and A7 converting space formerly used by the Art Department to be used by Forest Products, Urban Planning and Landscape Architecture, Audio-Visual Aids, and Improvement Services at a total estimated cost of \$16,135 to be charged to the budget for Alterations and Improvements.
12. Report from the MSU Development Fund on receipts of alumni gifts for 1958 in the amount of \$101,114.92 from 7,968 alumni.
13. A formal program of dedication for the Kresge Art Center is being scheduled for the weekend of May 9.
14. The Board is reminded that its annual dinner for the Michigan Press Association is scheduled for Friday evening, January 30, in the Kellogg Center at 5:45. Board members and their wives will be seated at a special table.
15. Report that the University is contemplating terminating its project in Colombia at the end of the present contract or on March 31, 1959.
16. Communication from Mrs. L. B. Sholl expressing her sincere appreciation to the Board for the scroll in memory of her late husband.
17. Communication from Mrs. E. E. Down expressing her appreciation for the action of the Board taken on the death of Dr. Down.

On motion of Mr. Harlan, seconded by Dr. Smith, it was voted to approve the foregoing Miscellaneous Items, on which action does not already appear.

18. Discussion of developments in connection with probable payments by the state for the balance of the current year of funds appropriated by the last legislature.

## ADDITIONAL ITEMS, continued

## Miscellaneous, continued

D. B. Varner  
designated  
admin. head  
MSU-O  
  
Paul Miller  
trans. to  
Vice Pres. Off  
Campus Educ.  
Feb. 11, 1959

Mr. Varner to  
continue con-  
tacts with  
legis. thru  
June 30 '59

Title G. L.  
Taggart also to  
be Prof. Inter-  
national Educ.

19. The following shifts in responsibility are proposed:

- a. Designation of Vice President D. B. Varner as the administrative head of Michigan State University-Oakland with the exact title to be determined later, to be effective at once.
- b. Transfer of Paul A. Miller, Director of the Cooperative Extension Service, to Vice President for Off-Campus Education and Professor of Continuing Education at a salary of \$20,000 per year, effective February 1, 1959.
- c. Transfer of Dr. N. P. Ralston, Head of the Dairy Department, to Director of the Cooperative Extension Service and Assistant Dean of Agriculture at a salary of \$15,500 per year, effective February 1, 1959.
- d. It is proposed that Mr. Varner will carry the responsibility for representing this University in its contacts with the legislature and with the state government through June 30, 1959, and after that date this phase of his responsibility will report to the President's Office and not to the Vice President for Off-Campus Education.

20. Recommendation that Glen L. Taggart, Dean of International Programs, also be given the title of Professor of International Education, effective January 15, 1959.

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to approve Items 19 and 20.

21. Dean Erickson was invited to have lunch with the Board to discuss, among other things, a program that is contemplated for training primary school teachers in cooperation with the junior colleges.

Dr. Hunter dis-  
cussed progress  
in construc-  
and program-  
ming TV Station  
WMSB

22. At the invitation of President Hannah, Vice President Antonio Isidro of the University of the Philippines was present at today's board meeting to observe procedure.

23. Dr. Armand Hunter appeared before the Board to discuss the progress in construction and programming for the new University TV Station WMSB.

## Gifts and Grants

Gifts and  
Grants

1. Gift of plows and parts valued at \$500 from the Tractor and Implement Division of the Ford Motor Company in Birmingham to be used in Agricultural Engineering.
2. Gift of 174 colored slides on European scenes valued at \$522 from Mrs. Leo A. Haak of East Lansing to be used in the Department of Urban Planning and Landscape Architecture as teaching aids.
3. Gift of a color television receiver valued at \$800 from Motorola, Inc. of Chicago to be used in the College of Engineering.
4. Gift of 2 turbine transmissions and a traction differential unit valued at \$515 from General Motors Corporation of Flint to be used for educational purposes in the automotive laboratory in Mechanical Engineering.
5. Gifts for the Museum with a total estimated value of \$6,874.90 from a number of donors (a complete list is on file in the Inventory Office).
6. Grants for scholarship purposes as follows:
  - a. \$200 from the Michigan Feed and Grain Association of East Lansing to be credited to the Elevator and Farm Supply Short Course Scholarship Fund, account 31-3314.
  - b. \$1,500 from Eberhard Company to be credited \$1,000 to the Grocery Manufacturing Co. Scholarship Account 31-3219 and \$500 to the departmental account 71-2549.
7. Grant of \$250 from the Ferry Morse Seed Company of Detroit to be used under the direction of R. G. Mawby in 4-H Clubs to support the National Junior Vegetable Growers Association tour to Biloxi, Mississippi.
8. Grant of \$12,400 from Sears-Roebuck Foundation of Chicago to be used under the direction of R. G. Mawby in 4-H Clubs to support the 4-H Club program (State 4-H Council; 4-H leadership schools; poultry, livestock, and dairy tours; National Junior Vegetable Growers Association and Eastern Educational Tour; National Conference, Toronto Exposition, etc.)
9. Renewal of a memorandum of agreement with the National Committee on Boys and Girls Club Work of Chicago covering a grant of \$165 to be used under the direction of R. G. Mawby in 4-H Clubs for the expenses of 2 delegates and a chaperon to attend the 4-H Grain marketing Clinic in Chicago on January 13-15.
10. Approval of a memorandum of agreement with the Upjohn Company of Kalamazoo covering a grant of \$3500 to be used under the direction of R. S. Emery in Dairy to observe the effect of antibiotics and related substances on rumen fermentation, particularly as related to bloat. The agreement provides for a special graduate research assistant.
11. Grant of \$5,000 from the National Association of Home Builders of Washington, D. C., to be used under the direction of B. M. Radcliffe in Forest Products to work on the development of a research house on the campus.

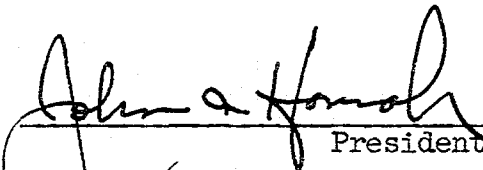
ADDITIONAL ITEMS, continuedGifts and Grants, continued

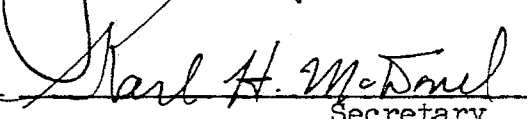
12. Renewal of a memorandum of agreement with the Bakelite Division of the Carbide and Carbon Chemicals Company of New York City covering a grant of \$539.30 to be used under the direction of A. E. Mitchell in Horticulture for replacement of graphic arts charge. \$539.30 Bake-  
lite Div. Car-  
bon & Carbide
13. Renewal of a memorandum of agreement with the National Apple Institute of Washington, D.C. covering a grant of \$700 to be used under the direction of E. H. Lucas in Horticulture to continue the apple feeding experiment. \$700 from Nat.  
Apple Inst.
14. Grant of \$5,000 from the Automobile Club of Michigan of Detroit to be used under the direction of A. F. Brandstatter in Police Administration and Public Safety to provide scholarships to police officers desiring to attend the short course programs in traffic. \$5000 Auto Cl.  
Mich-Detroit
15. Grant of \$3,000 from Research Corporation of New York City to be used under the direction of H. A. Eick in Chemistry in a high temperature study of gadolinium and dysprosium borides, carbides, and nitrides. \$3,000 Res.  
Corporation
16. Grant of \$100 from the Michigan National Bank of Lansing to be used under the direction of F. B. Dutton in the Science and Mathematics Teaching Center to purchase 125 pamphlets for the Elementary science Teachers Workshop which was held on November 21, 1958. \$100 Mich. Nat.  
Bank-Lansing

On motion of Mr. Rouse, seconded by Dr. Smith, it was voted to approve the Additional Items not already acted upon.

The meeting adjourned at 12:10 p.m.

The next meeting will be held February 19, 1959.

  
President

  
Secretary