

MINUTES OF THE
MEETING OF THE FINANCE COMMITTEE
January 16, 1958

The meeting of the Finance Committee was held at 10 a.m. in the Board Room.

The following members were present:

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

Absent: No one

Mr. Don Stevens and Mr. Jan Vanderploeg, having been elected for the six-year term ending December 31, 1963, assumed membership on the Board replacing Messrs. Akers and Mueller.

Dr. Smith elected Chairman of the Board.

On motion of Mr. Brody, seconded by Mr. Stevens, it was unanimously voted to designate Dr. Connor Smith as the Chairman of the Board for this biennium.

Dr. Smith indicated his desire to retire from representing this Board on the Board of Governors of Wayne State University and moved that Mr. Stevens be designated to replace him in that capacity. This was seconded by Mr. Vanderploeg and unanimously approved.

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

Investment recommendations

Rackham Fund

With available cash, recommend purchasing*:

<u>Amount</u>	<u>Security</u>	<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
\$3,000	U. S. Treasury 2½s 12-15-69/64	95	\$2,850	\$75	3.04%

*In place of \$3,000 Federal Land Bank 4s-5-1-62 previously recommended

Pension & Retirement Fund

With available cash, recommend purchasing:

275 rts. Royal Dutch Petroleum 1/4E

and with cash plus 1,400 rights subscribing to:

175 shs. Royal Dutch Petroleum (holding 1,125 shs.)	\$1.70	36E	\$6,300	\$297	4.60%
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Recommend selling:

300 shs. Union Carbide	\$3.60	94½	\$28,800	\$1,080	3.75%
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Recommend purchasing

600 shs. Fireman's Fund Insurance	\$1.80	48	\$28,800	\$1,080	3.75%
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Albert H. Case & Sarah A. Case Fund

Recommend selling:

75 shs. Union Carbids	\$3.60	96	\$ 7,200	\$ 270	3.75%
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Recommend purchasing:

150 Fireman's Fund Insurance	\$1.80	48	\$ 7,200	\$ 270	3.75%
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On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve Item 1.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the following resolutions relative to the sale of Union Carbide held in the Pension and Retirement Fund and Case Fund:

Resolutions re: selling Union Carbide

Recommendation from Mr. Cress and Scudder, Stevens & Clark that 75 shares of Union Carbide held in the Albert H. Case & Sarah Case Fund be sold at market value.

Recommendation from Mr. Cress and Scudder, Stevens & Clark that 300 shares of Union Carbide held in the Pension and Retirement Fund be sold at Market value.

Philip J. May, Treasurer is hereby authorized to execute any and all certificates to effectuate and carry out the sale of said security.

Minutes of the Finance Committee Meeting, continued:

2. Some months ago the Board approved the purchase of a mortgage with investment funds on a building to be constructed in Grand Rapids to house medical practitioners. The Michigan National Bank advises us that the doctors involved in this arrangement have agreed to disagree, and the building will not be constructed at this time.
3. Vice President Varner discussed with the Board developments in the Michigan legislature of interest to Michigan State University.
4. The President discussed with the Board the request that had been made by the government of the Philippines and representatives of the U. S. government that he assume responsibility for making a survey of the University of the Philippines. He indicated that he had indicated that this decision rested with this Board and that if he were to undertake it, it would be with the understanding that the work would be largely done by other American educators and that he would try to limit his participation to one week in the Philippines at the beginning of the study and one week at the end of the study.

After discussion all members of the Board indicated that they thought he should undertake the assignment if it could be worked into his schedule.

5. The President discussed with the Board negotiations with the Kellogg Foundation on several projects and also discussed at some length some of the thinking now taking place with reference to the Central Administration of the University and particularly the need for a Director of Research Development and a Director of Plant Extension; and a realignment of some of the present functions of the Secretary's Office. He suggested, and the Board concurred, in asking Mr. McDonel to remain as Secretary for an additional year beyond July 1, 1958, with the understanding that some of the responsibilities of that office will be transferred elsewhere during the coming year.

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
January 16, 1958

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

Absent: Dr. Bartlett

The meeting was called to order at 2:20 p.m.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of the Finance Committee minutes on the previous page.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the actions of the Finance Committee.

2. It is recommended that the overall responsibility for the development of the Oakland Branch be assigned to Vice President Varner as a part of his general responsibility for all off-campus activities, with the understanding that someone will be designated in the near future to move to Rochester to assume certain responsibilities on the site.

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

PRESIDENT'S REPORT

1. Appointment of Mary Lou Harkness as Instructor in Mathematics at a salary of \$1440 for the period from January 1 to June 30, 1958 to fill position 19.
2. Appointment of Elizabeth MacKay Reid as Instructor in Mathematics at a salary of \$880 for the period from January 1 to June 30, 1958, to fill position 19.
3. Appointment of Marietta P. Carolus as Instructor in Mathematics at a salary of \$1920 for the period from January 1 to June 30, 1958 to fill position 19.
4. Appointment of Janice Devereux as Instructor in Mathematics at a salary of \$1680 for the period from January 1 to June 30, 1958 to fill position 20.
5. Transfer of Jacwier Breslin from Director of the Placement Service to Assistant to the Vice President for Off-Campus Education and a salary increase from \$11,200 to \$12,000 per year on a 12-month basis, effective January 1, 1958.
6. Transfer of John R. Kinney from Placement Assistant to Director of the Placement Service and a salary increase from \$6,400 to \$8,500 per year, effective January 1, 1958.
7. Authorized the establishment of a Secretary-Departmental I position in Forest Products to be charged to account 11-3991. She is to be assigned to the Packaging Foundation.
8. Accepted a check for \$1,000 from the Michigan National Bank of Lansing to help defray the costs of the western trip of the Glee Club.

NEW BUSINESSResignations and Terminations

1. Catherine H. Love, Consumers Marketing Information Specialist in Flint, March 31, 1958 to become a full-time homemaker.
2. Charles P. Fowler, Instructor in Applied Mechanics effective December 31, 1957. Mr. Fowler was a graduate student and withdrew from the University.
3. Cancellation of the appointment of Harry E. Prein, Instructor in Applied Mechanics January 1, 1958.
4. Ralph M. Rotty, Associate Professor of Mechanical Engineering, August 31, 1958 to accept a position as Professor and Head of Mechanical Engineering at Tulane.
5. Harold P. Skamser, Professor of Mechanical Engineering, February 28, 1958 to accept a position in southern California to help set up a new School of Engineering.
6. Dorothy D. Frimodig, Instructor in Mathematics, December 31, 1957.
7. Delia Wei Koo, Instructor in Mathematics, December 31, 1957 because of illness.
8. Douglas W. Weaver, Instructor in Health, Physical Education and Recreation and Assistant Football Coach, January 31, 1958 to accept a position as Line Coach at the University of Missouri.

Resignations

Leaves--Sabbatical

1. Paul A. Miller, Director of Extension with full pay from June 1, 1958 to August 31, 1958 to complete a book.
2. C. A. Lawson, Professor and Head of Natural Science with full pay from July 1, 1958 to August 31, 1958 to do research and writing.
3. Alice Thorpe, Associate Professor of Home Management and Child Development with full pay from July 24, 1958 to September 12, 1958 to travel in Europe.
4. George P. Steinbauer, Associate Professor of Botany and Plant Pathology with full pay from October 1, 1958 to March 31, 1959 to do research at California Technology.
5. G. Marian Kinget, Associate Professor of Psychology with half pay from September 1, 1958 to August 31, 1959 to do traveling and writing in France.
6. John P. Newman, Assistant Professor of Microbiology and Public Health with half pay from July 1, 1958 to June 30, 1959 to study for his Ph.D. at the University of Minnesota.

Leaves

Leaves--Other

1. Hastell F. Hollis, Instructor in Communication Skills without pay from May 1, 1958 to December 31, 1958 to study for his Ph.D. at the University of Denver.
2. Duane I. Nelson, Extension Specialist in Visual Aids, Information Services, without pay from February 15, 1958 to February 14, 1959 to accept a position in India with ICA.

Appointments

1. Theodore Sherwood Leipprandt, Assistant Agricultural Agent in Macomb County at a salary of \$5300 per year on a 12-month basis effective February 1, 1958.
2. Martha Ellen Kohl, Consumers Marketing Information Agent in Flint at a salary of \$6200 per year on a 12-month basis effective February 1, 1958.
3. Louis A. Vargha, Instructor in Agricultural Economics and Highway Traffic Safety Center at a salary of \$3250 for the period January 1, 1958 to June 30, 1958.
4. Donald F. Luebs, Instructor in Forest Products and Continuing Education at a salary of \$4500 per year on a 12-month basis effective February 1 1958 to January 31, 1959.
5. Michael S. Batts, Lecturer in Communication Skills at a salary of \$5000 per year on a 10-month basis effective September 1, 1958 to August 31, 1959.
6. Ethel Ballam, Lecturer in Social Work at a salary of \$400 for the period January 1, 1958 to March 31, 1958.
7. Donald F. Kiel, Instructor (Res.) in Communication Arts at a salary of \$300 per month from January 1, 1958 to June 30, 1958.
8. William D. Tarrant, Instructor in Administrative and Educational Services at a salary of \$2450 for the period February 1, 1958 to August 31, 1958.
9. Donald Meaders, Assistant Professor of Teacher Education at a salary of \$9000 per year on a 12-month basis effective February 1, 1958.
10. Burton D. Cardwell, Instructor in Teacher Education at a salary of \$2000 for the period January 1, 1958 to June 30, 1958.
11. Mahmud O. Abdullah, Assistant in the Engineering Experiment Station at a salary of \$277.50 per month from January 1, 1958 to June 30, 1958.

Appointments

NEW BUSINESS, continued

Appointments

12. Edwin T. Kaneko, Instructor in Civil Engineering at a salary of \$2200 for the period January 1, 1958 to June 30, 1958.
13. S. Margaret Gillam, Assistant Professor of Foods and Nutrition and Continuing Education at a salary of \$8000 per year on a 12-month basis from December 1, 1957 to November 30, 1958.
14. Norman R. French, Assistant Professor (Res.) of Botany and Plant Pathology at a salary of \$625 per month effective January 1, 1958 to June 30, 1958.
15. John F. Farinacci, Professor of Music at a salary of \$1100 for the summer school period June 24, 1958 to August 1, 1958.
16. Bruce Stephen White, Instructor in Mathematics, at a salary of \$600^{per month} for the period January 1, 1958 to June 30, 1958.
17. Julian A. Crawford, Instructor in Physics and Astronomy at a salary of \$1500 for the period January 1, 1958 to March 31, 1958.
18. John H. Cary, Instructor in History at a salary of \$600^{mo} from January 1, 1958 to June 30, 1958.
19. William S. Folkman, Associate Professor of Sociology and Anthropology at a salary of \$1000 for the summer school period June 24, 1958 to August 1, 1958.
20. Francis Sim, Instructor (Res.) in Sociology and Anthropology at a salary of \$400 per month from January 1, 1958 to June 30, 1958.
21. Loyd W. Tiffany, Instructor in Microbiology and Public Health at a salary of \$600 per month from January 1, 1958 to June 30, 1958.
22. Hans J. Rothenbacher, Instructor (Res.) in Veterinary Pathology at a salary of \$4200 per year on a 12-month basis effective July 1, 1958 to June 30, 1959.
23. Oscar J. Boismier, Physiotherapist, Health Service, at a salary of \$6500 per year on a 12-month basis effective January 20, 1958.
24. Arthur R. Basel, Physician, Health Service, at a salary of \$10,500 on a 12-month basis effective February 1, 1958.

Transfer

Albert Cordray

Transfers

1. Albert T. Cordray, from Coordinator in Improvement Services to Associate Professor of Communication Skills at the same salary of \$8900 per year effective February 1, 1958.

Salary inc.

Hotten Arthur

Elleby to

\$5400 yr.

Salary Changes

1. Salary increase for Hotten Arthur Elleby, Instructor in Civil Engineering to \$5400 per year effective January 1, 1958.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the Pres. Report, Resignations, Leaves, Appointments, Transfers and Salary Changes.

Change in

status

Lawrence Witt

Miscellaneous

1. Change in status of Lawrence Witt from Professor of Agricultural Economics paid half from General and half from Experiment Station funds to Professor of Agricultural Economics and Director of Studies in the Office of the Dean of International Programs at the same salary of \$12,300 per year, paid 25% from General funds account 11-3081 and 75% from International Programs account 71-2240, effective from January 1 to December 31, 1958.

Correct effective

date of

appt. Morris

Gluckin

Ch. Alan Soffin

to full-time

2. Correct the effective date of the appointment of Morris Gluckin, Assistant Professor of Social Work, to be September 1, 1957 to August 31, 1958.

3. Change Alan Soffin, Instructor in Foundations of Education, from part-time at \$1000 to full-time at \$1800 for the period from January 1 to March 31, 1958.

Payment \$351.25

Bruce E. Hart-

such winter &

spring 1958

Change J.L.

Bailey to full-

time winter '58

Ch. G. Marian

Kinget to 3/4 time

winter '58

Ch. E. Tedesco

to full-time

winter 1958

Ch. Darrell G.

Jones to full-

time pos

Temp. transfer

Bruce L. Smith

4. Payment of \$351.25 per month to Bruce E. Hartsuch, Associate Professor Emeritus of Chemistry, for work in the Chemistry Department from January 1 to June 30, 1958.
5. Change James L. Bailey, Instructor in Mathematics, from part-time at \$355.56 per month to full-time at \$500 per month from January 1 to March 31, 1958.
6. Change G. Marian Kinget, Associate Professor of Psychology and Counseling Center, from full-time at \$7700 per year to three-fourths time at \$5775 per year, effective from January 1 to March 31, 1958.
7. Change Eleanor H. Tedesco, Instructor in Business Education and Secretarial Studies, from half-time at \$2300 per year to full-time at \$4800 per year, effective from January 1 to March 31, 1958.
8. Change Darrell G. Jones, Instructor in Business Education and Secretarial Studies, from a temporary, part-time position to a regular position at a salary of \$5200 per year, effective January 1, 1958, subject to tenure rules. This will fill budget position 8.
9. Temporary transfer of Bruce L. Smith, Associate Professor, from Political Science and General Communication Arts to the Institute of Research on Overseas Programs, as follows:
 - a. Additional pay of \$820 per month for work during the summer, June 16 to August 31, 1958.
 - b. Paid in full from Institute funds from September 1 to December 31, 1958.

NEW BUSINESS, continuedMiscellaneous, continued

10. Report of the death of Charles L. Gilman on December 27, 1957. Mr. Gilman was born on July 9, 1883, was first employed by the University on August 25, 1935, and was an employee in Buildings and Utilities at the time of his retirement on October 1, 1948.
11. Recommendations from the Director of Personnel as follows:
- Reclassification of a Clerk II to a Clerk III position in the Registrar's Office.
 - Reclassification of a Secretary-Departmental I to a Secretary-Departmental II position in the Speech Department.
 - Reclassification of a Secretary-Departmental I to a Secretary-Departmental II position in Journalism.

Report of death of Chas. Gilman

Approval recommendations of Director of Personnel

Gifts and Grants

- Gift of 1543 specimens of flowering plants, 1014 specimens of ferns; and 50 live plants of Mexico, valued at \$651.75 from Professor Irving W. Knobloch of the Natural Science Department.
- Grant of \$100 from Joseph D. Allen of the Allen Lumber Company of Lacon, Illinois, to be credited to the student loan fund for lumber merchandising students, account 32-3064.
- Grants as follows to be used for scholarship purposes:
 - To establish new scholarships:
 - \$100 from the Berryhill Nursery Company of Springfield, Ohio, to be used in training key personnel in the Nursery and Landscape Management Short Course.
 - \$100 from K. L. VanNatta of Holly, Michigan, to be used in training key personnel in the Nursery and Landscape Management Short Course.
 - \$150 from an anonymous donor.
 - \$1000 from The Upjohn Company of Kalamazoo to provide a scholarship for a senior veterinary student for special training in laboratory techniques and research methods.
 - \$600 from Ransom Fidelity Company of Lansing to aid students in Veterinary Medicine.
 - \$500 from Jones and McKnight, Inc., of Chicago. This contribution is unrestricted and made to the University preferably for the use of the College of Engineering.
 - \$1,000 from C. Allen Harlan of Detroit to be credited to the scholarship fund and handled in the usual manner.
 - To support previously established scholarships:
 - \$1,800 from the Michigan Elevator Exchange of Lansing to be credited to the Elevator and Farm Supply Short Course Scholarship Fund.
 - \$900 from Farm Bureau Services, Inc., of Lansing to be credited to the Elevator and Farm Supply Short Course Scholarship Fund.
 - \$5,000 from The Caulkins Foundation of Detroit to be credited to that scholarship fund.
 - \$100 from William Riker Johnson Post #205 of East Lansing to be credited to that scholarship fund.
 - \$1,000 from Ralph R. Calder of Detroit to be credited to that scholarship fund.
 - \$9,650 from General Motors Corporation of Detroit for the General Motors Scholarships for 1957-58.
 - \$500 from The Greenfield-Mills Restaurant of Detroit to renew that scholarship.
 - \$350 from the Maxwell Jospey Foundation of Detroit.
 - \$500 from the Illinois Lumber and Material Dealers Association, Inc., of Springfield, Ill.
 - \$50 from Ivan F. French of Sarasota, Florida, for the annual Elizabeth I. French Award.
 - \$800 from the Estate of Laverne Noyes
 - \$40 from A. Jouppi of Rochester to be credited to the A. A. Applegate Scholarship Fund.
 - For financial aid to specified students:
 - \$425 from the Asher Student Foundation of Detroit
 - \$85 from the Allen Printing Company of Lansing
 - \$160 from the Alumni Association of Genesee County
 - \$100 from School District No. 1, Heppner, Oregon
 - \$400 from the Elks National Foundation of Boston, Massachusetts.
 - \$100 from the Lansing District Nurses Association of Lansing.
- Renewal of a memorandum of agreement with the Michigan Seed Dealers Association of Wayland, Michigan covering a grant of \$500 to be used under the direction of B. R. Churchill in Farm Crops to study seed production in forage grasses and legumes.
- Renewal of a memorandum of agreement with the DeKalb Agricultural Association, Inc., of DeKalb, Illinois, covering a grant of \$1,000 to be used under the direction of Dean Anthony in Farm Crops as a contribution to the MSU Corn Foundation.
- Renewal of a memorandum of agreement with Abbott Laboratories of North Chicago, Illinois, covering a grant of \$2,000 to be used under the direction of P. J. Schaible in Poultry Husbandry to continue the study of arsenilic acid.
- Approval of a memorandum of agreement with Abbott Laboratories of North Chicago, Illinois, covering a grant of \$2,000 to be used under the direction of P. J. Schaible in Poultry Husbandry in mink nutrition studies.

Gifts and Grants

NEW BUSINESS, continuedMiscellaneous, continued

- Gifts and Grants
8. Approval of a memorandum of agreement with the Olin Mathieson Chemical Corporation of New York City covering a grant of \$2,210 to be used under the direction of P. J. Schaible in Poultry Husbandry to determine if chlorhydroxyquinolin has growth promoting properties for poultry and to determine what levels are effective in this regard.
 9. Approval of a memorandum of agreement with Columbia-Southern Chemical Corporation of Barberton, Ohio, covering a grant of \$6,060 to be used under the direction of P. J. Schaible in Poultry Husbandry to obtain fundamental information about mink reproduction, nutrition, growth, and pelt development, and the effects of limestone thereon.
 10. Grant of \$1,000 from the Price Waterhouse Foundation of New York City to be used under the direction of Dean A. L. Seelye in the College of Business and Public Service in the general field of accounting.
 11. Renewal of a memorandum of agreement with E. I. DuPont de Nemours and Company of Wilmington, Delaware, covering a grant of \$400 to be used under the direction of D. J. deZeeuw in Botany to aid in support of a graduate research assistantship for research on seed treatment and soil treatment fungicides.
 12. Approval of a memorandum of agreement with the Tennessee Corporation of College Park, Georgia, covering a grant of \$400 to be used under the direction of D. J. deZeeuw in Botany to aid in support of a graduate research assistantship for research on seed treatment and soil treatment fungicides.
 13. Grant of \$5,589 from the Atomic Energy Commission of Lemont, Illinois, to be used under the direction of G. W. Prescott in Botany for biological research in Ecuador.
 14. Renewal of a memorandum of agreement with Chas. Pfizer & Company, Inc., of Brooklyn, New York, covering a grant of \$2,000 to be used under the direction of C. K. Whitehair in Veterinary Pathology to study the effects of terramycin, B complex vitamins, and other factors on enteric disorders in baby pigs.
 15. 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 the Honors College.
 16. Grant of \$5,000 from the Michigan Agricultural Conference of Lansing to be used under the direction of R. J. Coleman at Radio Station WKAR to defray the costs of broadcasting out-of-town athletic contests.
 17. Grant of \$500 from the Michigan Inter-Industry Highway Safety Committee of East Lansing to be used under the direction of G. H. Sheehe in the Highway Traffic Safety Center to assist senior students in Highway Traffic Administration defray expenses incurred during extended field study.
 18. Grants as follows to support the Christmas Adventure in World Understanding Program:

Ransom Fidelity Company of Lansing	\$1,500
Bruce J. McGuire of Lansing	110
Albert A. White, Lansing	100
Spartan Women's League, MSU	10
Harold F. Gross, Lansing	110
General Homes, Inc., Lansing	100
Stannard L. and Gladys K. Baker, East Lansing	35
Rotary Club of Lansing	50
Kiwanis Club of Lansing, Inc.	50
Women's Assoc. of Drayton Ave. Presbyterian Church, Ferndale	15
Michigan Bell Telephone Company, Detroit	400
Robert C. Lindell, East Lansing	50
Business and Professional Women's Assoc. Grand Rapids	35
 19. Gifts from many donors with a total value of \$10,367 for the University Museum.

Report for Board Members

Approval of alterations and improvements since Dec. Board meeting

1. The following alteration and improvement projects have been approved since the December Board meeting:

a. Darken Room 301, Berkey Hall, for Audio-Visual	\$ 70
b. Install hood Quonset 102, Police Administration	845
c. Improve lighting Room 315 and preschool laboratory, Home Economics Building	460
d. Improve lighting Room 178a, Giltner Hall	330
Total	<u>\$1,705</u>

Payments to salaried employees

2. Additional amounts paid salaried employees, as per list on file.

On motion of Mr. Stevens, seconded by Mr. Brody, it was voted to approve all Miscellaneous Items and Reports for Board Members.

ADDITIONAL ITEMS

Resignations and Terminations

Resignations

1. George Liska, Assistant Professor of Political Science April 30, 1958 to accept a position at the University of Chicago.
2. Allen S. Whiting, Assistant Professor of Political Science January 31, 1958. Mr. Whiting is now on leave and he is accepting a position with Rand Corporation in Santa Monica, California.

Leaves--Sabbatical

Leaves

1. Ralph W. Lewis, Professor of Natural Science with half pay from September 1, 1958 to August 31, 1959 to study and do research in Rome, Italy.
2. Leonard C. Price, Professor and Head of Mechanical Engineering with full pay from July 1, 1958 to September 30, 1958 to travel in Italy and Switzerland.

Leaves--Military

1. Jessie V. Villarreal, Custodian I in Dormitories and Food Services, without pay from December 28, 1957 to June 30, 1958.

Leaves--Other

1. Margaret C. Browne, Associate Supervisor, Home Economics Extension, without pay from February 1, 1958 to January 31, 1959 to work on her Ph.D. at the University of Wisconsin.
2. Finley A. Hooper, Assistant Professor of Humanities without pay from April 1, 1958 to August 31, 1958 to accept a position at Wayne State University.

Appointments

Appointments

1. John D. Wilson, Administrative Assistant to the Vice President for Academic Affairs at a salary of \$5500 per year on a 10-month basis effective February 1, 1958.
2. Charles R. Downs, Jr. Assistant News Editor, Information Services, at a salary of \$6000 per year on a 12-month basis effective January 27, 1958.
3. Gerald C. Hickey, Associate (Res.) Viet-Nam Project at a salary of \$6450 per year on a 12-month basis effective February 1, 1958 to July 31, 1958.
4. Charles B. Myers, Specialist Viet-Nam Project at a salary of \$9000 per year on a 12-month basis effective January 14, 1958 to February 14, 1960.
5. Abba P. Lerner, Distinguished Visiting Professor of Economics at a salary of \$2000 for the summer school period June 25, 1958 to August 2, 1958.
6. Beatrice Paolucci, Co-Director of Teacher Education at a salary of \$1500 from June 23, 1958 to August 22, 1958.
7. Kerwin E. Hyland, Visiting Professor, Biological Station, at a salary of \$1500 for the summer school period June 25, 1958 to August 2, 1958.

Transfer John Shingleton to Placement

Transfers

1. John D. Shingleton from Assistant Director of Personnel to Assistant Director of Placement at the same salary effective January 16, 1958.

Miscellaneous

E.J. Miller's title to be Prof(Res) of Agric. Chem.

1. Change E. J. Miller from Professor (Research) and Head to Professor (Research) of Agricultural Chemistry, effective as of November 1, 1957. Dr. Miller has reached the age of 65 years and has relinquished his administrative duties but will remain until he reaches the age of 68.
2. Recommendation that the salary of John D. Black, Distinguished Visiting Professor of Agricultural Economics, appear on the records as \$4000 plus \$1000 living expenses. Dr. Black was employed at the December Board meeting at a salary of \$5000 from January 1, to March 31, 1958.
3. Correction in the tenure status of Donald A. Taylor to show him as a reappointment as an Assistant Professor of General Business with tenure, effective September 1, 1958. He was incorrectly listed as an Associate Professor in the November Board minutes.
4. Change in assignment and salary source for Karl A. Boedecker, Professor of General Business, as follows:
 - a. Assigned to the Brazil project at a salary of \$1,120 per month, effective from January 1 to March 31, 1958 paid from 71-2227.
 - b. Paid at the regular rate of \$11,200 per year, effective from April 1 to July 31, 1958 paid from General Business funds.
 - c. No pay for the month of August 1958.
5. Change James M. Crouner, Instructor in Teacher Education, from a temporary basis at a salary of \$360 for the period from April 1 to June 30, 1958, to a permanent basis at a salary of \$6000 per year on a 12-month basis, effective February 1, 1958, subject to tenure rules.
6. Temporary transfer of Martin Bronfenbrenner, Professor, from Economics to the Institute of Research on Overseas Programs, as follows:

Sal. John D. Black to be pd \$4000 plus \$1000 living expenses

Title Donald A. Taylor to be Asst.Prof.Gen. Business.

Change in assignment & salary source Karl A. Boedecker

James M. Crouner changed to permanent basis subject to tenure.

Temp. transfer Martin Bronfenbrenner to Inst Res.Overs.

rw

ADDITIONAL ITEMS, continued

Miscellaneous, continued

6. Transfer Martin Bronfenbrenner, continued:

- a. Additional pay of \$2500 for work during the summer, June 16 to August 31, 1958
 b. Paid in full from Institute funds from September 1 to December 31, 1958.

7. Recommendation from the Director of Personnel for the establishment of a Clerk-Stenographer II position in the Office of the Dean of International Programs, paid from Ford Foundation funds, account 71-2240.

8. Appropriation of \$1000 to Home Economics for repairs to refrigeration equipment in walk-in coolers.

9. Appropriation of \$900 for the labor budget of the Department of Home Management and Child Development to permit the College of Home Economics to operate a fourth house during the winter and spring terms.

10. Request from Audio-Visual Aids for permission to employ an Altec Sound Engineer at a cost of \$1,015.80 to analyze requirements, write specifications for equipment, supervise installation, and provide a one-year service contract for analyzing equipment to be used in the Fieldhouse. The cost is to be charged to Athletic Funds.

11. Alterations and improvements in Rooms 216 and 312 in Giltner Hall to protect students and faculty from radioactive materials at an estimated cost of \$7,550, to be charged to Alterations and Improvements 1957-58.

12. Mr. and Mrs. George E. Wyman of Pontiac have donated \$50 to be used for the acquisition of necessary items at the Oakland Branch of Michigan State University. It has been suggested that it might be advisable to authorize a Michigan State University-Oakland Development Fund and possibly a board or corporation to promote gifts and grants for this purpose.

13. The Michigan State University Development Fund reports a total of gifts for the calendar year 1957 amounting to \$90,014.58 of which \$57,556.03 are unrestricted gifts. It is recommended that the Board authorize the allocation of these unrestricted funds as follows:

Alumni Distinguished Scholarship Awards	\$29,000
Acquisition Fund	7,700
Distinguished Teacher Award	1,000
Thorp Memorial Collection--Veterinary Medicine Library	2,300
Ralph H. Young Scholarship Fund	1,500
Scientific Equipment	16,000
	<u>\$57,500</u>

14. Receipt of the following resolution adopted by the City Council of Lansing on December 16, 1957:

WHEREAS, the Committee on Public Service, the various department heads and our Sewage Engineering Consultant has met in a public meeting with representatives of the City of East Lansing, Michigan State University, Meridian Township and others to discuss our area-wide sewage problems and present the proposal of the City of Lansing for services to outside areas; and

WHEREAS, while Michigan State University has not indicated that it disfavors the proposal, other governmental units have taken the position that they can handle their sewage problems independent of the City of Lansing and for much less money; and

WHEREAS, the proposal advanced by the City of Lansing, after an expenditure of many thousands of dollars for expert consultant service, cannot be reduced in amount without prejudice to Lansing taxpayers; now, therefore, be it

RESOLVED, that the extension of sewage service to outside areas rests upon acceptance of the City of Lansing's proposal and that further discussion in regard thereto shall be instigated by governmental units, who desire the same, with the understanding that such discussions shall be as to ways and means of instituting the solution of sewage problems based on the Lansing proposal.

15. Discussion with the Board of the Michigan Press Association dinner on the evening of January 24.

Gifts and Grants

1. Renewal of a memorandum of agreement with the W. K. Kellogg Foundation of Battle Creek covering a grant of \$223,322.50 to be used under the direction of Stanley Andrews in the National Project in Agricultural Communications to continue the work under way.
2. Renewal of a memorandum of agreement with the Odessa Agricultural Extension Association of Lake Odessa covering a grant of \$2,500 to be used under the direction of P. A. Miller in the Cooperative Extension Service to continue assistance in the cost of the intensive agricultural extension program with the farmers of Odessa Township in Ionia County for the calendar year 1957.
3. Grant of \$956.47 from the United States Department of Agriculture to be used under the direction of H. M. Riley in Agricultural Economics for livestock marketing research.
4. Grant of \$6,582 from the Animal Husbandry Research Division of the United States Department of Agriculture to be used under the direction of D.E. Madden in Dairy to investigate the effect of environmental influences affecting dairy production records used in proving sires and the determination and utilization of milk composition information in the evaluation of dairy production records.

ADDITIONAL ITEMS, continued

Gifts and Grants, continued

- 5. Renewal of a memorandum of agreement with the Michigan Blueberry Growers Association of Grand Junction covering a grant of \$500 to be used under the direction of D. H. Dewey and H. B. Tukey in Horticulture for research on blueberries. The agreement provides for a special graduate research assistant. \$500 accepted
Mich. Blueberry
Growers
- 6. Renewal of a memorandum of agreement with the Office of Vocational Rehabilitation of the Department of Health, Education, and Welfare of Washington, D.C., covering a grant of \$6,400 to be used under the direction of G. A. Miller in Administrative and Educational Services to continue training counselors for the summer session 1958. \$6400 accepted
Office Voc.
Rehab. of Dept.
H.E. & Welfare
Adm. & Educ.
Services
- 7. Renewal of a memorandum of agreement with the Olin Mathieson Chemical Corporation of Baltimore Maryland, covering a grant of \$400 to be used under the direction of D. J. deZeeuw in Botany and Plant Pathology for research on seed treatment and soil treatment fungicides. The agreement provides for a special graduate research assistant. \$400 accepted
Olin Mathieson
- 8. Renewal of a memorandum of agreement with the Michigan Artificial Breeders Cooperative, Inc., of East Lansing, covering a grant of \$2,000 to be used under the direction of J. E. Nellor in Physiology to continue determinations on hormone levels in the bovine blood in order to provide essential information basic to infertility studies. \$2000 accepted
Mich. Art.
Breeders
- 9. Grant of \$25 from C. J. Stringer of Lansing to be used in the Continuing Education Service as a contribution toward the Christmas Adventure in World Understanding Program. \$25 C. J.
Stringer
Christmas Adv.
- 10. Grants as follows to be used for scholarship purposes:
 - a. To establish new scholarships:
 - (1) \$4500 from Dow Chemical Company of Midland to be used as follows:

Chemical Engineering	\$2000
Mechanical Engineering	2000
Metallurgical Engineering	500
 - (2) \$740.17 from the Senior Class of 1957 to establish a scholarship in their name.
 - b. To continue previously established scholarships:
 - (1) \$150 from the Michigan Farm Equipment Association of Grand Rapids to be used in Short Courses to train key personnel in the Farm Equipment-Service and Sales Course.
 - (2) \$85 from the Valley City Milling Company of Portland to be credited to the Elevator and Farm Cupply Short Course Scholarship Fund.
 - (3) \$1000 from the Founders Fund of the Institute of Applied Hotel Economics of Detroit. Of this amount, \$335 has been received.
 - (4) \$15 to be credited to the C. A. Rosenbrook Scholarship Fund.
 - (5) \$250 from The Board of Home Missions of New York City
 - (6) \$255 from the American Missionary Association of New York City
 - (7) \$1560 from The Detroit Edison Company of Detroit.

Acceptance of several grants for scholarship purposes

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the Additional Items.

The following letter was received from Mr. Mueller:

THE ASSISTANT SECRETARY OF COMMERCE
Washington 25, D.C.
January 13, 1958

Dr. John Hannah, President
Michigan State University
East Lansing, Michigan

Letter of appreciation from Mr. F. H. Mueller

Dear John:

I know that I was entirely inadequate in expressing my sincere appreciation for the many nice things that were done upon my retirement from the State Board of Agriculture.

I shall miss the meetings and the association with all you good people more than I can say. Frankly, one has a vacant feeling after so many years in which the affairs of Michigan State University have been foremost in one's mind. Of course I shall always be of whatever service I can in furthering the interests of the University in all of its endeavors.

My sincere hope is that Michigan State University will continue to grow in stature, prestige, and in its great and expanding influence in the field of higher education and research for the benefit of our great state and the nation.

Again, will you please extend my wishes to the new Board for a very successful administration.

Sincerely yours,

/s/ Frederick H. Mueller

The meeting adjourned at 3:10 p.m.
The next meeting will be held Thurs. Feb. 20, 1958

John A. Hannah

President
Paul H. Mueller

Secretary

Paul