

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
October 18, 1945

Present: Mr. Berkey (Chairman); Messrs. Akers, Brody, Mueller; Miss Jones; Dr. Elliott; President Hannah; Secretary McDonel

Absent: Mr. Armstrong; Treasurer Wilkins

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Cancellation of the appointment of Roger L. Saur as half-time graduate assistant in Chemistry for 1945-46. Mr. Saur was unable to obtain his release from the armed services.
2. Cancellation of the appointment of Mrs. Caroline Miller as Instructor in Foods and Nutrition for the fall term 1945.

Appointments

Appointments

1. Appointment of Mrs. Arlene Frost as stenographer in the Campus Police Office at a salary of \$1320 per year, effective September 24, 1945. Mrs. Frost replaces Miss Howell who has resigned.
2. Appointment of Mrs. Elaine Foster as stenographer in Engineering at a salary of \$1320 per year, effective September 24, 1945. This is a new position provided for in the budget.
3. Appointment of Mrs. Flora E. Thornton as hostess at Abbot Hall at a salary of \$1320 for the ten months beginning September 1, 1945.
4. Reappointment of Carlos Teran as Associate Professor of Latin-American Culture in the Institute of Foreign Studies at a salary of \$4000 per year, effective September 1, 1945 for one year only.
5. Appointment of Alfred Novak as Instructor in Biological Science in the Basic College at a salary of \$3000 per year, effective September 15, 1945. This is a new position.
6. Appointment of Mrs. Elinore Winburne as Instructor in Written and Spoken English in the Basic College at a salary of \$200 per month, effective September 24, 1945, for as long as necessary.
7. Appointment of Thera Stovall as Instructor in Written and Spoken English in the Basic College at a salary of \$2800 per year, effective September 24, 1945. This is a new position.
8. Appointment of Mrs. Jean T. Rich as Instructor in English at a salary of \$200 per month, effective September 24, 1945, for as long as necessary.
9. Appointment of Mrs. Arnold Williams as Instructor in English at a salary of \$166.66 per month, effective September 24, 1945, for as long as necessary.
10. Appointment of Mrs. Muriel Leonhardt as Instructor in Foreign Languages at a salary of \$1400 for the period from September 24, 1945 to June 30, 1946.
11. Appointment of Shih Han Wu as Instructor in Foreign Languages at a salary of \$2400 per year, effective September 1, 1945. This is a new position.
12. Appointment of Jennie Ellen Master as Instructor in Mathematics at a salary of \$2300 per year, effective September 24, 1945, to replace Margaret Mauch who has resigned.
13. Appointment of Mrs. Emily Jane Hoover as part-time Instructor in Mathematics at a salary of \$120 for the period from September 26 to October 26, 1945.
14. Appointment of Mrs. Catherine Euwema as Instructor in Mathematics at a salary of \$200 per month, effective for the period from September 24 to October 15, 1945. This is a replacement for Helen Core who is on leave.
15. Appointment of Mrs. Martha C. Wallace as Instructor in Mathematics at a salary of \$200 per month, effective September 24, 1945, for as long as necessary.
16. Appointment of Patricia Spicer as Instructor in Music at a salary of \$180 per month, effective September 26, 1945, for as long as necessary.
17. Appointment of Howard D. Silberer as Instructor in Music at a salary of \$2800 per year, effective September 24, 1945, to replace Ellen Wistinetzki.
18. Appointment of Raymond Milton Gonso as Assistant Professor of Philosophy and Psychology at a salary of \$325 per month, effective from September 24, 1945, to June 15, 1946.

PRESIDENT'S REPORT, continuedAppointments, continued

Appointments

19. Appointment of Fred W. Cartland as Instructor in Physics and Astronomy at a salary of \$260 per month, effective September 24, 1945, for as long as necessary. Mr. Cartland replaces Arthur Laufer who has resigned.
20. Appointment of Mrs. Edith Bagwell as Instructor in Speech and Dramatics at a salary of \$206 per month, effective September 24, 1945, for as long as necessary.

Travel

Travel

1. Full expenses for D. H. Stark to go to Chicago on September 26-28 to contact the Producers Cooperative Commission Company and the National Livestock Marketing Association.
2. Full expenses for A. B. Love to go to Chicago on September 28 in connection with Emergency Farm Labor matters, to be paid from Emergency Farm Labor funds.
3. Full expenses for H. M. Brown to attend a meeting of state and federal plant breeders at Columbus and Wooster, Ohio, on October 3-5, paid from Experiment Station funds.
4. Full expenses for K. T. Wright to attend a special committee meeting of the American Farm Economic Association in Chicago on October 10-12.
5. Full expenses for Dean Anthony to attend a field day of the International Harvester Company in Chicago on October 17.

MiscellaneousCompensation
for injured
employees-
Britten &
Maher

1. Approval of the payment of \$18 to Gaylord Britten and \$153 to James Maher as compensation for time lost because of injuries received while working.

RESIGNATIONS

Resignations

1. Resignation of Althea Hunt as stenographer in the Office of the Counselor for Women, effective September 30, 1945. Miss Hunt has been married recently.
2. Resignation of Mrs. Barbara Black as stenographer in Animal Husbandry, effective September 30, 1945. Mrs. Black is resigning so that she may stay home to take care of her small daughter.
3. Resignation of Margaret Wilbur Parmelee as clerk in the Registrar's Office, effective October 31, 1945. Mrs. Wilbur is planning to return to Institution Administration work on the campus.
4. Resignation of Ruth E. Stanley as stenographer in Landscape Architecture, effective September 30, 1945. Miss Stanley is accepting a position with the Red Cross.
5. Resignation of Jane Hurrell as stenographer in Horticulture, effective September 30, 1945. Miss Hurrell is planning to enter the University of Michigan as a student.
6. Resignation of Mrs. Elizabeth Baldwin as stenographer in Physical Education, Health and Recreation for Men, effective September 30, 1945.
7. Cancellation of the appointment of Harmon L. Finston as half-time graduate assistant in Chemistry for 1945-46. He has accepted a position as research assistant in radioactivity at Ohio State University.
8. Cancellation of the appointment of Laura Jean Bullard as quarter-time graduate assistant in Chemistry for 1945-46.
9. Resignation of Madeline Balch as part-time nurse at the Health Service, effective October 15, 1945.
10. Cancellation of the appointment of Mrs. Elizabeth Graber as day hostess at Mason Hall for 1945-46.
11. Resignation of David Worcester as Professor and Head of the English Department, effective September 30, 1945. Dr. Worcester has been on military leave since September 1, 1942. He has accepted a position as President of Hamilton College, New York.
12. Resignation of Ellen Wistinetzki as Instructor in Music, effective August 31, 1945.
13. Resignation of Victoria Safadi as Instructor in Foreign Languages, effective October 31, 1945. Miss Safadi was employed to teach Arabic, but no students enrolled for the course.
14. Termination of the employment of Mrs. Julia King Taylor as Instructor in Mathematics, effective October 31, 1945. Mrs. Taylor was appointed on a temporary basis to teach in the ASTR program.
15. Resignation of Wilbur L. Mitchell as Assistant Professor of Mathematics, effective September 30, 1945. Mr. Mitchell was granted leave on August 1, 1944, to work with the Bell Aircraft Company and has decided not to return to Michigan State College.

RESIGNATIONS, continued

16. Resignation of LaVerne Powers as Instructor in Speech and Dramatics, effective October 31, 1945. Mr. Powers has accepted a position at Southwestern Louisiana Institute.

LEAVES

1. Leave of absence without pay for an indefinite period for Mrs. Renee Kerr, Instructor in Foreign Languages, effective November 1, 1945. She has requested leave because of ill health.
2. At the last meeting of the Board Dr. H. J. Stafseth was granted leave for one year to go to China in charge of a national veterinary project under UNRRA. This leave is to be effective October 3, 1945.
3. Continuation of leave without pay for A. B. Bowman, Assistant Professor of Forestry, through March 31, 1946. Mr. Bowman has been on leave since January 1, 1945 to work in a national forest on the west coast.
4. Leave of absence without pay for the month of November 1945 for Mrs. Helen S. Rouse, Assistant in Research in Agricultural Chemistry. Mrs. Rouse's husband was killed recently in an explosion while serving in the Army of Occupation in Germany.
5. Leave of absence with half pay for J. F. Thaden, Associate Professor and Research Associate of Sociology and Anthropology, effective for the period from October 1, 1945, to June 30, 1946. Dr. Thaden has requested leave because of ill health.

Leaves

Appointments

APPOINTMENTS

1. Appointment of Laurel Woolsey as stenographer in the Office of the Counselor for Women at a salary of \$1620 per year, effective September 24, 1945. Miss Woolsey replaces Althea Hunt who has resigned.
2. Appointment of Virginia Vogt as dictaphone operator in the Central Stenographic Office at a salary of \$1440 per year, effective October 1, 1945, and paid from Extension funds. She replaces Maryon Noxon who has been transferred.
3. Appointment of Lucy Ransom McAlpin as stenographer in Horticulture at a salary of \$1560 per year, effective October 1, 1945. Mrs. McAlpin replaces Mrs. Barrett who has been transferred.
4. Appointment of Margaret Hartwell as stenographer in Horticulture at a salary of \$1500 per year, effective October 1, 1945, and paid one-half from Extension funds and one-half from the Michigan State Horticultural Society. She replaces Jane Hurrell who has resigned.
5. Appointment of Irene Fabry as stenographer in Animal Husbandry at a salary of \$1500 per year, effective October 8, 1945, and paid one-half from College and one-half from Experiment Station funds. Miss Fabry replaces Mrs. Barbara Black (salary \$1380) who has resigned.
6. Appointment of Mrs. Gertrude Petroff as stenographer in Landscape Architecture at a salary of \$1320 per year, effective October 1, 1945 and paid half from College and half from Extension funds. Mrs. Petroff replaces Ruth Stanley (salary \$1380) who has resigned.
7. Appointment of Mrs. Verna Weasel as stenographer in Animal Pathology at a salary of \$130 per year, effective October 1, 1945, and paid from the Abortion Test fund. This is a new position.
8. Appointment of Mrs. Arlene Leaf Salisbury as stenographer in the Placement Office at a salary of \$1320 per year, effective October 9, 1945. This is a new position.
9. Appointment of Mrs. Beatrice A. Hagadorn as stenographer in Engineering at a salary of \$1320 per year, effective October 15, 1945. Mrs. Hagadorn will replace Mrs. Mitchell (salary \$1620) who has resigned.
10. Reinstatement of Ray Lamphear and appointment as Assistant Manager of the Union Building in charge of Services at a salary of \$3600 per year, effective October 1, 1945. Mr. Lamphear has been on military leave since March 15, 1942.
11. Transfer of Alice Culbert from the Fern Street Annex to hostess at the Sanford Cooperative House and a salary increase from \$600 to \$650, effective October 1, 1945.
12. Reinstatement of John Blakeslee as Radio Engineer at a salary of \$2800 per year, effective September 24, 1945. Mr. Blakeslee has been on military leave since April 18, 1941.
13. Reinstatement of Howard Simcox on the Campus Police Force at a salary of \$2600 per year, effective October 15, 1945. Mr. Simcox has been on leave since June 12, 1945, to work for the City of East Lansing. He is to be the lieutenant in charge of the Campus Police Department.
14. Appointment of Michael Kolivosky as Instructor in Effective Living at a salary of \$100 per month for part-time work, effective from October 1 to December 31, 1945. He replaces Mrs. Beatrice O'Donnell.

APPOINTMENTS, continued

Appointments

15. Reinstatement of Austin VanderSlice as Assistant Professor of Social Science in the Basic College at his former salary of \$3600 per year, effective January 1, 1946. Dr. VanderSlice has been on leave since January 1, 1945, to work with the International Labour Office in Montreal.
16. Appointment of Mrs. Elizabeth Youngs as Instructor in Written and Spoken English in the Basic College at a salary of \$150 per month, effective October 1, 1945. This is a new position.
17. Appointment of Charles E. Twigg as County Agricultural Agent in Benzie County at a salary of \$3500 per year, effective November 1, 1945. Mr. Twigg will replace D. B. Jewell who has retired.
18. Transfer of John W. Foster District Club Agent for Kalamazoo, St. Joseph, and Branch Counties to County Club Agent for Branch County at the same salary of \$2900 per year, effective December 1, 1945.
19. Transfer of Raymond Lamb from District Club Agent for Barry and Allegan Counties to County Club Agent for Barry County at the same salary of \$3000 per year, effective November 1, 1945.
20. Transfer of Albert O. Warne from District Club Agent for Gratiot, Montcalm, and Ionia Counties to District Club Agent for Ionia and Montcalm Counties at the same salary of \$2600 per year, effective November 1, 1945.
21. Appointment of Marie Wolfe as 4-H Club Agent in Wayne County at a salary of \$2400 per year, effective October 1, 1945. Miss Wolfe will replace Mrs. Ada Peck Watson who has resigned.
22. Appointment of Ronald H. Nelson as Assistant Professor of Animal Husbandry at a salary of \$4000 per year, effective January 1, 1946, and paid one-half from College and one-half from Experiment Station funds. Mr. Nelson will replace C. L. Cole (salary \$4500) who has resigned.
23. Reinstatement of Charles McCaffree, Jr., as Associate Professor of Physical Education, Health and Recreation for Men and Swimming Coach at his former salary of \$4500 per year, effective October 1, 1945. Mr. McCaffree has been on leave for two months to work for the War Department on an instructional mission.
24. Continuation of Marion Wharton on a half-time basis in the Department of Foods and Nutrition at the same salary of \$1200 per year from July 1, 1945 to June 30, 1946 and paid from Experiment Station funds.
25. Appointment of Allan Leepa as Instructor in Art at a salary of \$2800 per year, effective October 1, 1945. This is a new position.
26. Appointment of James Houston McConnell as Instructor in Art at a salary of \$2600 per year, effective October 1, 1945. This is a new position.
27. Appointment of Hugh G. Gauch as Assistant Professor of Botany and Plant Pathology at a salary of \$3800 per year, effective January 1, 1946. Dr. Gauch will replace Dr. deZeeuw who has retired.
28. Reappointment of Mathew Madnick as Research Assistant in Economics at a salary of \$250 per month for three months beginning October 1, 1945, and paid from Experiment Station funds.
29. Appointment of Mrs. John B. Harrison as Instructor in English at a salary of \$166.66 per month, effective October 15, 1945. This is a new position.
30. Reinstatement of Alfred W. Jones as Assistant Professor of Mathematics at a salary of \$3000 per year, effective October 1, 1945. Mr. Jones has been on leave since April 15, 1945, to work with the Army Air Forces.
31. Appointment of J. Allan Beegle as Assistant Professor and Research Assistant of Sociology and Anthropology at a salary of \$3300 per year, effective October 20, 1945. Mr. Beegle will replace Dr. Thaden during his leave.
32. Appointment of Mitchell L. Gray as Assistant in Research in Animal Pathology at a salary of \$2000 per year, effective October 1, 1945, and paid from Experiment Station funds. This is a new position.
33. Appointment of Wilbur J. Lohr as half-time graduate assistant in Farm Management for 1945-46 at a salary of \$80 per month, effective October 1, 1945.
34. Appointment of Marian Sizelove as halftime graduate assistant in Foods and Nutrition at a salary of \$80 per month, effective from January 1 to June 30, 1946, and paid from Experiment Station funds. She replaces Ruth Griswold.

TRAVEL

Travel

1. Full expenses for Roy Marshall to visit the Eastern Regional Research Laboratory at Philadelphia and the Research Department of the H. J. Heinz Company at Pittsburgh in connection with research work on the processing of apples. The trip will be made in the near future and is to be paid for from Experiment Station funds.
2. Full expenses for C. V. Ballard, Rachel, Markwell and H. A. Berg to attend a conference of Directors of Extension in Chicago on October 8-11; paid from Extension funds.

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Travel

3. Full expenses for D. T. Ewing to attend the annual meeting of the Optical Society of America in New York City on October 18-20.
4. Full expenses for R. L. Carolus to attend a meeting of the North Central Vegetable and Potato Council in Chicago on October 20.
5. Full expenses for Dean Anthony, Dean Dirks, and Dean Dye to attend the meetings of the Land-Grant Colleges and Universities Association in Chicago on October 22-25.
6. Full expenses for C. E. Millar to attend a meeting of the Middle West Soil Improvement Committee in Chicago on about November 7.
7. Full expenses for Mabelle S. Ehlers to attend a meeting of Food Service Directors in Hartford, Connecticut, on November 9 and 10.
8. Mileage on two cars for members of the Department of Mathematics to attend the meeting of the Mathematical Association of America in Chicago on November 23-25.
9. Full expenses for H. B. Tukey and E. J. Rasmussen to attend a regional meeting of spray specialists, horticulturists, entomologists, and pathologists at Fort Wayne, Indiana, on November 29 and 30.
10. Delegation of members of the Board to attend the annual meeting of the Association of Governing Boards of State Universities at Columbus, Ohio, on November 15-17.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to delegate Mr. Berkey and Miss Jones to attend the above-mentioned meeting.

MISCELLANEOUSReport of
deaths of
former stu-
dents in
War

1. Report of the deaths of the following former students in the war:

Frank Walter Bovee, Class of 1935, a Captain in the Army, died February 18, 1945, while a prisoner of war of the Japanese. He graduated in Engineering on June 10, 1935, having entered from Lansing.

Warren Edward Davenport, Class of 1936, a Staff Sergeant in the Army Air Forces, was killed in action in Italy on October 11, 1944. He was enrolled in Business Administration during the fall and winter terms of 1942-43, having entered from Grand Rapids.

Edgar August Poloski, Class of 1945, an aviation cadet in the Army Air Forces, was killed October 23, 1942, at an Army air Base near Fresno, California. He was enrolled in Liberal Arts part of winter term 1942, having entered from Grosse Ile.

William Thomas Rafferty, Class of 1941, a First Lieutenant in the 90th Infantry Division of the Third Army, was killed in action in Germany on November 26, 1944. He was enrolled as a sophomore in Forestry during 1938-39, having entered from Fremont, Ohio.

Myron Seeder, Class of 1940, a Lieutenant in the Army Air Forces, was killed in a B-29 crash near Albuquerque, New Mexico, on July 14, 1945. He graduated in Agriculture on June 10, 1940, having entered from Gobles.

Nick Andrew Sigan, Jr., Class of 1942, a First Lieutenant in the Marine Air Corps, was killed in action in the Philippines on January 20, 1945. He was enrolled in Engineering from the fall term 1933 through fall term 1941, having entered from Gladstone.

Gerald Ray Taylor, Class of 1946, a Lieutenant in the Marine Air Corps, died June 12, 1945, of injuries received while on duty in the Pacific area. He was enrolled in the General College fall term 1942, having entered from Kenmore, New York.

John Harold Wheeler, Class of 1946, an Ensign in the Naval Air Corps, was killed September 10, 1945, in an airplane crash in the Hawaiian Islands. He was enrolled in Business Administration during the fall and winter terms of 1942-43, having entered from East Lansing.

Thomas Fredrick Wilson, Class of 1942, a Lieutenant (jg) in the Navy, was killed in action in the Pacific area on January 1, 1945. He was enrolled in Hotel Administration during 1938-1940, having entered from Traverse City.

Gift to Home
Economics of
8 coverlets
by Gladys Olds
Anderson
Miss Gettemy
leaves \$500
to buy exhibit
cases
\$960 rec'd
from Est. La-
Verne Noyes
Grant \$500
from Sharp &
Dohme
Report of
death of L.G.
Sherman

2. Gift of eight coverlets from Gladys Olds Anderson to the School of Home Economics, Dean Dye indicates the value is about \$285.
3. In her will Miss Gettemy gives the sum of \$500 to the School of Home Economics to be used for an exhibit case.
4. Receipt of \$960 from the Estate of LaVerne Noyes to be used for LaVerne Noyes Scholarships.
5. Acceptance of a grant of \$500 and approval of a memorandum of understanding with Sharp & Dohme of Philadelphia covering a project on avian coccidiosis.
6. Report of the death of L. G. Sherman, a janitor in the Cleaning Division of Buildings and Utilities, on October 6, 1945. Mr. Sherman was employed by Michigan State College since July 1, 1933.

MISCELLANEOUS, continued

7. Report that J. Frederick Smithcors, Assistant Professor of Anatomy, will report for duty on November 1, 1945.
8. Change in salary of Charles O. Bostwick, half-time graduate assistant in Chemistry, from \$80 to \$100 per month, effective for the school year 1945-46.
9. Increase in salary for V. G. Grove, Professor of Mathematics, from \$4900 to \$5100 per year, effective November 1, 1945.
10. Increase in salary for James A. Bivins, Instructor and Assistant in Research in Bacteriology and Public Health, from \$2400 to \$2800 per year, effective October 1, 1945. Dr. Bivins will carry part of the work of Dr. Stafseth who is on leave.
11. Reinstatement of June DeFay as stenographer in Animal Husbandry on a full-time basis, and an increase in salary for \$1560 to \$1620 per year, effective October 8, 1945, and paid from Extension funds.
12. Increase in salary for Mrs. Gertrude Harrington from \$60 to \$100 per month, effective October 7, 1945. Mrs. Harrington has been changed from Fern Street Annex to day hostess in Mason Hall.
13. Payment of the following amounts to salaried employees during the month of September:

| <u>Auditorium</u> | | <u>Miscellaneous</u> | |
|-------------------|------|----------------------|----------|
| Warren Burt | \$ 8 | C.F. Clark | \$ 71.50 |
| L. E. Chapman | 5 | J.W. Cunkelman | 124.97 |
| Helen Evans | 5 | Mary Daner | 15.00 |
| Helen Greene | 12 | Edith Gilhooly | 100.00 |
| Gerald Knapp | 3 | Christina Gunn | 36.00 |
| Lawrence Searl | 5 | D.J. Hall | 36.75 |
| Wayne VanRiper | 5 | L.P. Hedeman | 76.00 |
| Robert Troxell | 5 | Edna Muir | 15.00 |
| | | L.A. Robert | 30.00 |
| | | E.K. Sales | 6.00 |

14. At the August meeting of the Board Miss B. Lillian Nelson was appointed Instructor in Education. Miss Nelson teaches in the Williamston School system which is included in our teacher training program, and her entire salary is paid by the Williamston Board of Education rather than by the College.
15. The following recommendations are made by Dean Anthony relative to our cooperative agreement with the State Conservation Department in connection with the Norris-Doxey Farm Forest Act:
 - a. Appointment of Howard McGinley as Farm Forester in Midland, Bay, Saginaw, Huron, Tuscola, Sanilac, and Shiawassee Counties, effective October 1, 1945. His salary is to be paid by the Conservation Department and his traveling expenses from Extension funds of the College.
 - b. Appointment of Shirley L. Gowing as Farm Forester in Genesee, Lapeer, St. Clair, Livingston, Oakland, and Macomb Counties, effective September 24, 1945. His salary and traveling expenses are to be paid by the Conservation Department.
16. Request for an appropriation of \$400 for the following events to be held in the Auditorium and Fairchild Theater during the fall term 1945:

| | |
|---|-------|
| Junior Farm Bureau Banquet, Main Auditorium, November 3 | \$100 |
| Junior Farm Bureau Meeting, Fairchild Theater, November 3 | 50 |
| Talk on China, Fairchild Theater, November 28 | 50 |
| Band Concert (College Band) Main Auditorium, December 9 | 100 |
| College Orchestra Concert, Main Auditorium (to be arranged) | 100 |

On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to approve the President's Report, Resignations, Appointments, Leaves, Travel and Miscellaneous.

17. Authorization to request the transfer of 80 acres of state-owned land near the Dunbar Forest to the State Board of Agriculture.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to request the Conservation Department to transfer the 80 acres of state-owned land to the State Board of Agriculture to become part of the Dunbar Forest.

18. Statement in the amount of \$860.51 from Shields, Ballard, Jennings and Taber for the period from July 3 to September 14, 1945.

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

19. The Beaumont Fund in the State Board of Agriculture account holds 25,000 Dominion of Canada, 3% bonds, due November 15, 1968 which have been called for payment on November 15, 1945, at 104 and accrued interest. It is recommended that we place the funds from these bonds in U. S. Savings Series "G".

20. The Louise Campbell Fund holds a \$500 American Telephone and Telegraph 3½% Bond due in 1961, which was called for payment October 1 at 105 and accrued interest. There is on hand \$525 from the call. It is recommended that this money be placed in a U. S. Savings Bond, Series "G".

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve items 19 and 20.

Smithcors to report for duty Nov. 1, 1945.

Bostwick to receive \$100 mo.

Inc. V.G. Grove to \$5100 per yr.

Inc. salary James Bivins to \$2800

Reinstatement June DeFay

Inc. salary Mrs. Gertrude Harrington

Additional amounts paid persons on salary payroll

B.Lillian Nelson to be paid by Williamston Bd. of Education

Appt. Howard McGinley as Farm Forester

Appt. Shirley Gowing Farm Forester

Appropriations approved for use of Auditorium

Request that 80 acres of state owned land near Dunbar Forest be transferred

Approval statement Shields, Ballard, Jennings & Taber

Government bonds to be purchased with Beaumont funds.

\$525 Louise Campbell fund to be invested in U.S. Savings Bond.

ADDITIONAL ITEMSResignations

Resignations

1. Termination of the employment of Mrs. Geraldine Shirley as Instructor in English, effective October 27, 1945. Mrs. Shirley has been teaching part-time in the ASTR program.
2. Resignation of Mrs. Jean Bivins as Research Assistant in Bacteriology, effective October 31, 1945.
3. Resignation of Mrs. Faye Ramsey as Acting Bulletin Clerk, effective October 31, 1945.

Leaves

Leaves

1. Leave of absence with full pay for an indefinite period for J. F. Holsinger, Associate Professor of Physical Education, Health and Recreation and Assistant Football Coach, effective October 1, 1945. Mr. Holsinger has recently had a brain tumor removed.
2. Continuation of leave without pay through October 31, 1945, for Mrs. Lois Knowlton, Bulletin Clerk. Mrs. Knowlton has been on leave since April 15, 1945.

Appointments

Appointments

1. Appointment of Barbara Elaine Knight as stenographer in the 4-H Club Office at a salary of \$1380 per year, effective November 1, 1945, and paid from Extension funds. Miss Knight replaces Miss Holbrook who has resigned.
2. Appointment of Virginia Hoag as stenographer in Hotel Administration at a salary of \$1500 per year, effective October 22, 1945. Miss Hoag replaces Helen Larsen who has resigned.
3. Reinstatement of Charles Branz as clerk in the Accounting Office at a salary of \$2500 per year, effective October 15, 1945. Mr. Branz has been on military leave since April 1941.
4. Appointment of Dr. Erma A. Smith as Assistant Physician at the Health Service at a salary of \$4500 per year, effective October 8, 1945. Dr. Smith is 51 years of age. She replaces Dr. Schoff who has resigned.
5. Recommendation for the following reorganization of the Bulletin Room in the Department of Publications:
 - a. Appointment of Norman Kunkle as Supervisor of Bulletin Distribution at a salary of \$2400 per year, effective for one year only beginning November 1, 1945, and paid one-half from Experiment Station and one-half from Extension funds.
 - b. Designation of Mrs. Lois Knowlton as Assistant Supervisor of Bulletin Distribution at the same salary of \$1800 per year, effective November 1, 1945, and paid from the labor payroll.
6. Appointment of Clare A. Gunn as Research Assistant and Extension Specialist in Agricultural Engineering (with the rank of an assistant Professor) at a salary of \$3200 per year, effective October 22, 1945, and paid one-half from Extension and one-half from Experiment Station funds. This is a new position in connection with the Tourist and Resort Project.
7. Appointment of M. Faith McAuley as Research Associate and Extension Specialist in Home Economics (with the rank of an associate professor) at a salary of \$4000 per year, effective for two years only beginning November 15, 1945, and paid one-half from Extension and one-half from Experiment Station funds. This is a new position in connection with the Tourist and Resort Project.
8. Appointment of Frank Suggitt as Assistant County Agricultural Agent at Large at a salary of \$2500 per year, effective November 1, 1945. This is a new position.
9. Appointment of Lyman Jacob Bratzler as Assistant Professor of Animal Husbandry at a salary of \$3800 per year, effective January 1, 1946, and paid one-half from College and one-half from Experiment Station funds. Mr. Bratzler will replace G. J. Propp who has resigned.
10. Appointment of Arthur Mauch as Extension Specialist in Economics with the rank of Associate Professor at a salary of \$4300 per year, effective November 1, 1945. This is a replacement of Gifford Patch who has been off the staff for some years.
11. Reinstatement of George N. Motts as Assistant Professor and Research Assistant in Economics at a salary of \$3000 per year, effective November 15, 1945. Mr. Motts has been on military leave since September 1942. His salary at that time was \$2700 per year.
12. Reinstatement of John C. Davis as Associate Professor of Economics at a salary of \$4300 per year, effective January 1, 1946. Mr. Davis has been on leave without pay since September 1943 to work with the War Manpower Commission. He was an Assistant Professor receiving \$3200 per year when he left.
13. Appointment of Ben Euwema as Professor and Head of the English Department and Director of the Division of Language and Literature in the School of Science and Arts at the same salary of \$5500 per year, effective October 1, 1945. Mr. Euwema will replace David Worcester who has resigned, and will continue for the present as Head of the Department of Literature and Fine Arts in the Basic College.
14. Appointment of Mrs. Virginia Lee Goerner as Instructor in Chemistry at a salary of \$125 per month on a part-time basis, effective from October 15 to December 15, 1945.
15. Appointment of Mariano Chaverri as undergraduate assistant in Foreign Languages at a salary of \$50 per month for the months of October, November, and December.

ADDITIONAL ITEMS, continuedTravel

1. Full expenses for E. B. Harper to attend a meeting of the Joint Committee on Education and Social Work of the National Association of Schools of Social Administration and the American Association of Schools of Social Work in Chicago on November 10 and 11.
2. Full expenses for Glen Stewart to attend an alumni meeting in Miami, Florida, to be arranged in connection with the football game on November 23, 1945.
3. Full expenses for C. M. Hardin, John C. Doneth, Julia Pond, and H. A. Berg to attend the National Agricultural Outlook Conference in Washington, D. C. on December 3, 1945, and paid from Extension funds.
4. Full expenses for Ray Nelson to go to California in November in connection with the production of celery seed, expenses to be paid from the Celery Disease Revolving Fund.

Travel

Miscellaneous

1. Acceptance of a grant of \$1000 and approval of a memorandum of understanding with the Keeler Brass Company of Grand Rapids to be used for the establishment of a fellowship for the purpose of investigating the possibilities of bright copper plating in order to eliminate the ordinary polishing operation on copper plating.
2. Acceptance of a grant of \$800 for a fellowship and \$400 for expenses and approval of a memorandum of understanding with the American Electroplaters Society covering work to be directed by D. T. Ewing on the effect of impurities in electrolytic baths on the nature of electrodeposited metals and to methods for the purification of electroplating solutions.
3. Acknowledgement of the acquisition of certain stone pillars (through the efforts of Mr. Akers) owned by Fred M. Zeder of the Chrysler Corporation and valued at several hundred dollars.
4. Acceptance of a check for \$4,500 from W. K. Kellogg to be used in the development of a Group Service Building at the W. K. Kellogg Bird Sanctuary.
5. Acceptance of a check for \$7,500 from W. K. Kellogg to be used for the construction of a permanent facility on the Kellogg Forestry Tract.
6. Report from Shields, Ballard, Jennings & Taber that the College's interest in the estate of William H. Hill is so remote as not to warrant any legal participation in the settlement of this estate.
7. Report of the appointment of Kenneth J. Scott of Detroit to the Athletic Council for the term ending June 30, 1947; and Carl Peterson of Saginaw for the term ending June 30, 1946.
8. The following title corrections are recommended:
 - a. Clifford E. Erickson--Director of the Institute of Counseling, Testing and Guidance and Professor of Education.
 - b. Shao Chang Lee--Director of the Institute of Foreign Studies and Professor of Chinese Culture.
9. Recommendation that Gonzalo Moreno be paid an additional \$50 for the month of October for additional services during that month.
10. Increase in salary for J. W. Rose, Extension Specialist in Horticulture, from \$3000 to \$3300 per year, effective December 1, 1945.
11. The following salary increases are recommended for Accounting Office personnel on the salary payroll, effective November 1, 1945:

Approval
memo of
understand-
ing with
Keeler Brass
& \$1000 grant
Also American
Electroplaters
Society

Acceptance
stone pillars
from Chrysler
Corporation

Acceptance
of 2 checks
from Mr.
W. K. Kellogg

Kenneth Scott
and Carl
Peterson
appointed to
Athletic
Council.

Title C.E.
Erickson &
S.C. Lee
clarified

Gonzalo
Moreno to be
paid addi-
tional \$50
for month of
Oct.
Inc. salary
J.W. Rose

Salary in-
creases
approved for
several per-
sons in
Accounting
Office.

| | Present Salary | Proposed Salary |
|-------------------|----------------|-----------------|
| Helen Greene | \$1800 | \$2000 |
| Marjorie Hipley | 1620 | 1800 |
| Mildred Jeffers | 1740 | 1800 |
| George Sawdy | 2400 | 2500 |
| E. C. Schaffer | 2200 | 2500 |
| Lawrence Searl | 2500 | 2700 |
| Robert Troxell | 2200 | 2500 |
| Wayne VanRiper | 2100 | 2400 |
| Vern Severance | 2400 | 3000 |
| L. A. Cudworth | 2400 | 2800 |
| Mabel Flanders | 1560 | 1620 |
| Marjorie Robinson | 1380 | 1440 |
| Harry VanAtta | 2280 | 2500 |

12. The following salary increases are recommended for personnel under the supervision of the Comptroller, effective November 1, 1945 and paid from the labor payroll:

| | | |
|------------------|------|------|
| Helen Hill | 1320 | 1440 |
| Sybil Siegfried | 1320 | 1380 |
| Margaret Griffin | 1320 | 1380 |
| Earl Howell | 2220 | 2500 |

ADDITIONAL ITEMS, continued

Miscellaneous, continued

12. (Continued):

| | Present Salary | Proposed Salary |
|-----------------|----------------|-----------------|
| Terry Riley | \$1320 | \$1500 |
| Floyd Macklem | 2220 | 2500 |
| Mary Lou Olin | 1320 | 1500 |
| Harry Venske | 2160 | 2500 |
| Karl Markwart | 1620 | 1800 |
| Floyd Trumpower | 2800 | 3200 |
| Lyle Baughman | 2520 | 2700 |
| Max Strother | 2400 | 3000 |
| Gene Bickle | 2040 | 2100 |
| Robert Dow | 1920 | 2020 |
| Frank Soloman | 1920 | 2020 |
| Harold Whitaker | 1920 | 2020 |
| Robert Pease | 1920 | 2020 |
| William Swift | 1800 | 1900 |
| Howard Riley | 2040 | 2300 |
| Herbert Mosher | 1920 | 2020 |
| Norma Foster | 1500 | 1560 |
| Isabelle Price | 1620 | 1700 |
| Irene Richards | 1620 | 1700 |
| Harold Thomas | 2100 | 2200 |

Appointment
of H. William
Klare as Pro-
fessor and
Head of Hotel
Administration

13. H. William Klare has begun his duties in connection with the Hotel Administration program as of October 1, 1945, with the understanding, subject to ratification by the Board, that he is to be paid an annual rate of \$5000 and that he is to spend not less than 100 days per year on this project and is to have general charge of the program in Hotel Administration. His title is to be Professor and Head of the Department of Hotel Administration. Professor B. R. Proulx will continue as Professor of Hotel Administration responsible to Mr. Klare.

Reinstatement
A. S. Kircher

14. Reinstatement of Alton S. Kircher as Assistant Professor of Physical Education, Health and Recreation for Men at a salary of \$3800 per year, effective October 15, 1945. Mr. Kircher has been on military leave since April 1, 1941.

Increase in
salary for
John Pingel

15. Increase in salary for John S. Pingel, Assistant Football Coach, from \$3300 to \$3800 per year, effective October 1, 1945.

Increase in
salary for
Gordon Dahlgren

16. Increase in salary for Gordon A. Dahlgren, Assistant Professor of Physical Education, Health and Recreation for Men, from \$3200 to \$3800 per year, effective October 1, 1945.

Increase in
salary Duard
Laging.

17. Increase in salary for Duard W. Laging, Instructor in Literature and Fine Arts in the Basic College, from \$3000 to \$3200 per year, effective December 1, 1945.

Spec. training
course for feed
men and eleva-
tor services
established
Report Sewage
Plant

18. Recommendation from Dean Anthony for the establishment in cooperation with the State Vocational Board of a special training course for feed men and elevator services at a cost of M.S.C. of not to exceed \$1000.

Payment \$44
Health Service
Martin Wirt

19. Receipt of the Annual Report of the East Lansing Sewage Treatment Plant for the calendar year ended December 31, 1944.
20. Approval of the payment of \$44 to the College Health Service for services rendered Martin Wirt, a Grounds employee who injured his foot in a power lawn mower.

Statement from
auditors app.

21. Statement from William G. Pearce in the amount of \$2,607.50 for services rendered in auditing the books for the fiscal year ended June 30, 1945.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve all the foregoing Additional Items on which action does not appear.

Approval of
bill from
Ann Arbor
Trust Company

22. Bill from the Ann Arbor Trust Company for:

| | | |
|--|-----------------------|-----------------|
| a. Fiscal Agent Fee at $\frac{1}{2}$ of 1% | | \$30,000.00 |
| The Ann Arbor Trust Company will pay for the printing of the bonds, legal opinions, etc. | | |
| b. Corporate Trustee Fee at standard rate: | | |
| 1/10 of 1% on 1st | \$1,000,000.00 | \$1,000.00 |
| 1/15 of 1% on next | 4,000,000.00 | 2,666.67 |
| 1/20 of 1% on next | 1,000,000.00 | 500.00 |
| | <u>\$6,000,000.00</u> | <u>4,166.67</u> |

\$300 approp.
AWS for use
of Fairchild
Theater.

- On motion of Mr. Akers, seconded by Mr. Mueller, it was voted to approve item 22.

23. An appropriation of \$300 is requested by the Associated Women Students for the use of the Fairchild Theater for freshman orientation.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve item 23.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

24. Recommendation that the College purchase six acres of land at \$130 per acre from L. G. Rhoads that is being used by the South Haven Experiment Station for blueberry culture.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve item 24.

25. The President discussed with the Board the matter of hiring a properly qualified person to head up the landscape work of the College and he was authorized to negotiate further with certain candidates.

26. The President discussed the needs for a Fine Arts Building.

After considerable discussion, on motion of Miss Jones, seconded by Mr. Berkey, it was voted to authorize the preparation of a definite plan embodying suggestions made by the President.

27. Mr. Edward Hacker of the Hacker Realty Company was invited to appear before the Board and discuss the progress being made in the acquisition of the property for the site for the new Kellogg Foundation project for continuing education.

After considerable discussion, on motion of Mr. Mueller, seconded by Mr. Akers, it was voted that if and when the Hacker Company acquires a definite listing by all the property owners, the proper officials of the College are authorized to complete the purchase of any or all properties that can be bought at the prices listed by Mr. Hacker as reasonable and as on file in the Secretary's Office.

28. Memorandum of understanding with the International Training Administration, Inc., covering the cost of educating a group of Chinese students.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above-mentioned memorandum of understanding.

29. Discussion of married student housing:

- a. Trailer housing and the Governor's program.
- b. Permanent, apartment-type housing.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to authorize the proper officials to proceed to make the plans for trailer-type housing for 400 families effective as early as possible after funds are appropriated by the State Government.

It was agreed that the Board would hold the November meeting on November 8th which would permit action on bids that are being called for on the Administration Building and certain dormitories on October 30th and November 6th.

The meeting adjourned at 2:45 p.m.

John A. Hannah
President

Karl H. McDonald
Secretary

College to purchase 6 acres of land at So. Haven

President to negotiate re: hiring of landscape head.

Discussion of need for Fine Arts Bldg.

Mr. Hacker appeared before Bd. re: property being acquired on Harrison Rd.

Memo of understanding with International Tr. Administration Inc.

Discussion married students housing

Trailer type housing app.

Next meeting to be held November 8, 1945.