

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
October 19, 1944

The meeting was held at the W.K. Kellogg Farm at Augusta, Michigan, and was called to order at 11:30 A.M. Eastern War Time in the W. K. Kellogg Consolidated School. At 1:15 P.M. the meeting adjourned to the school lunch room where a luncheon was served by Mrs. McCrary and Mrs. Pirnie. In the afternoon, after completion of the Board business, a tour of the Farm, Bird Sanctuary and Kellogg Reforestation Tract, was conducted by Mr. C. M. McCrary, Superintendent of the Kellogg Farm and Dr. M. D. Pirnie, Director of the Kellogg Bird Sanctuary.

Present: Mr. Berkey (Chairman); Messrs. Akers, Armstrong, Brody, McPherson; Miss Jones, President Hannah, Treasurer Wilkins and Secretary McDonel.

Absent: Dr. Elliott

The minutes of the last meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Resignation of Miss Oleda Rose as clerk in the Accounting Office, effective as of August 31, 1944.
2. Resignation of Isaac I. Peters as half-time graduate assistant in Dairy, effective September 15, 1944. Mr. Peters is returning to Canada.
3. Resignation of Marguerite E. Lofink as Instructor in Education, effective August 31, 1944. Miss Lofink has accepted a position at Kansas State College.

Appointments

Appointments

1. Appointment of W. Nicholas Kerbawy as Sports Editor in Publications at a salary of \$3600 per year, effective September 25, 1944. Mr. Kerbawy replaces George Alderton who was a part-time employee. This appointment is subject to rules of tenure covering assistant professors.
2. Appointment of Mrs. Rhoda Y. Greenwood as Instructor in Written and Spoken English at a salary of \$200 per month, effective September 25, 1944, for as long as her services are necessary.
3. Appointment of Mrs. Daisy Kimber as Instructor in Written and Spoken English on a part-time basis at a salary of \$175 per month, effective September 25, 1944, for as long as her services are necessary.
4. Appointment of Mrs. Esther Reed as Instructor in Written and Spoken English at a salary of \$150 per month for part-time work, effective September 25, 1944 for as long as her services are needed.
5. Appointment of Mrs. Virginia Christ-Janer as Instructor in Written and Spoken English at a salary of \$200 per month, effective September 27, 1944, for as long as her services are needed.
6. Reinstatement of Alexis J. Panshin as Professor of Forestry at his former salary of \$4000 per year, effective as of September 19, 1944. Dr. Panshin has been on leave since June 12, 1943, to work with the Mengel Company on plywood construction of airplanes.
7. Appointment of Martha Powell Addy as Assistant Professor of Education at a salary of \$3600 per year, effective September 1, 1944. Dr. Addy will replace Cornelia Tomes who has resigned.
8. Appointment of Marion E. Hall as Instructor in History and Political Science at a salary of \$200 per month, effective September 25, 1944, for as long as his services are needed. Mr. Hall will teach in the veterans' program.
9. Appointment of Mrs. Martha C. Wallace as Instructor in Mathematics at a salary of \$200 per month, effective September 25, 1944, for as long as her services are needed.
10. Appointment of Ellen Wistinetski as Instructor in Music at a salary of \$1600 per year, effective September 1, 1944. This is a new position.
11. Appointment of James Moser as Instructor in Surgery and Medicine at a salary of \$2400 per year, effective September 25, 1944. Mr. Moser will replace E. J. Van Tilborg. This is a temporary appointment expiring June 30, 1945.
12. Appointment of Jack D. Tiner as half-time graduate assistant in Animal Pathology effective October 1, 1944. Dr. Tiner will replace Ernest Feenstra.

PRESIDENT'S REPORT, continuedTravel

Travel

1. First-class railway fare only for J. A. Strelzoff to attend the National Industrial Electronics Convention in Chicago on October 3, and paid from ESMT funds.

Miscellaneous

\$10 per mo.
pd. to 14
soror. house-
mothers.

Settlement
s.s. pay for
R. Carmin &
Mrs. Eck.

Correction
date of beg.
Mrs. Harper
& Mrs. Pierce

Inc. salary
Mrs. Culbert.

1. Approval of the payment of \$10 per month to each of 14 sorority housemothers rather than 11 as provided in the budget for 1944-45.
2. Approval of final settlement for Robert Carmin for summer school pay in the amount of \$267.
3. Approval of the payment of \$165 to Mrs. Constance Eck who was employed to teach a course in civics in the 12-week summer session of 1944.
4. Correction in the beginning date of the appointments of Mrs. E. B. Harper and Mrs. Mabel F. Pierce from September 1, 1944 to September 25, 1944.
5. Increase in salary for Mrs. Alice Culbert, cooperative house hostess, from \$50 to \$60 per month, effective September 1, 1944.

RESIGNATIONS

Resignations

1. Resignation of Barbara Howe as secretary-librarian in the Art Department, effective September 30, 1944. Miss Howe plans to be married.
2. Resignation of Mildred Michaud as stenographer in the 4-H Club Office, effective October 7, 1944. Miss Michaud has accepted another position.
3. Resignation of Marcelene Keefer as stenographer in Bacteriology, effective September 30, 1944. Miss Keefer has been married recently.
4. Resignation of Ruby Prether as clerk in Stores, effective as of July 31, 1944.
5. Resignation of Dorothy Goul as general duty nurse at the Health Service, effective October 31, 1944.
6. Report that Lorraine Rauls Guile is unable to accept the position as half-time graduate assistant in Chemistry for 1944-45.
7. Resignation of Walter U. Gartska as Research Associate in Soil Science, effective September 30, 1944. Mr. Gartska has accepted a position in California. He was formerly with the U. S. Soil Conservation Service located at the College.
8. Resignation of Ira A. Gould, Jr. as Associate Professor and Research Associate in Dairy, effective October 15, 1944. Dr. Gould has accepted a position as Professor of Dairy Manufacturing at the University of Maryland.
9. Report that Frank T. Parmelee is unable to accept the appointment as Extension Assistant in Entomology which was to have been effective October 1, 1944.

LEAVES

Leaves

1. Continuation of leave of absence with full pay for C. H. Spurway, Professor of Soil Science, to October 15, 1944. Dr. Spurway has been on leave since June 15 because of illness.
2. Leave of absence without pay for Frank R. Theroux, Associate Professor of Sanitary Engineering, from November 1 to December 31, 1944. Mr. Theroux will work on the plans for the East Lansing Sewage Disposal Plant addition during this period.
3. Leave of absence with half pay for C. C. Hamilton, Assistant Professor of English, from November 1 to December 31, 1944. Mr. Hamilton's small daughter is ill, and it is necessary for him to take her to Arizona for the winter.
4. Leave of absence without pay for Stanley Howell, Assistant Professor of Foreign Languages, from October 7, 1944 to June 30, 1945. Mr. Howell will work with the Coordinator of Inter-American Affairs during this period.
5. Leave of absence for one year with half pay for Leonard H. Blakeslee, Research Assistant in Animal Husbandry, effective November 1, 1944. Mr. Blakeslee will do graduate work at Cornell University.
6. Leave of absence for the month of October without pay for John Woodman, County Agricultural Agent, on account of illness in his family.

APPOINTMENTS

Appointments

1. Appointment of Mrs. Margaret Parmelee as clerk in the Registrar's Office at a salary of \$1500 per year, effective November 1, 1944.
2. Appointment of Mrs. Betty Moewe as stenographer in the office of Counseling and Testing at a salary of \$1440 per year, effective October 1, 1944. This is a new position.

APPOINTMENTS, continued

Appointments

3. Appointment of Mary Dexter as stenographer in Agricultural Chemistry at a salary of \$1320 per year, effective October 1, 1944, and paid from Experiment Station funds. Miss Dexter replaces Lucille Marvin who is resigned.
4. Appointment of Mildred Blackledge as stenographer in the Short Course office at a salary of \$1620 per year, effective November 1, 1944. Miss Blackledge will replace Elene Hickey who is being transferred.
5. Appointment of Magdalene Brosy as stenographer in Business Administration and Public Administration at a salary of \$1320 per year, effective October 1, 1944. This is a new position authorized at a recent meeting of the Board.
6. Transfer of Elene Hickey from stenographer in the Short Course Office to Secretary to the Dean of Home Economics and a salary increase from \$1800 to \$2000 per year, effective November 1, 1944. Miss Hickey will replace Jeanette Somers who has resigned.
7. Appointment of Gwenneth Brown as stenographer in Animal Pathology at a salary of \$1320 per year, effective October 1, 1944, and paid from the Abortion Test fund.
8. Appointment of Marilyn Hart as stenographer in Surgery and Medicine at a salary of \$1320 per year, effective October 1, 1944. This is a new position.
9. Appointment of Margaret Gutknecht as stenographer in Soil Science at a salary of \$1320 per year, effective October 15, 1944, and paid one-half from Experiment Station and one-half from College funds. Miss Gutknecht replaces Madeline Anderson who has resigned.
10. Appointment of Ruth Holland as stenographer in Art at a salary of \$1320 per year, effective October 15, 1944. Miss Holland will replace Barbara Howe who has resigned.
11. Appointment of Mrs. Inez Page as stenographer in Soil Science at a salary of \$1320 per year, effective October 15, 1944, and paid from Extension funds. Mrs. Page will replace Marilyn Hart who has been transferred.
12. Appointment of Raymond W. Wild as News Editor in Publications at a salary of \$3600 per year, effective October 16, 1944. Mr. Wild replaces Philip A. McClosky who has resigned. This appointment is subject to rules of tenure covering assistant professors.
13. Appointment of Brent D. Allinson as Instructor in Social Science in the Basic College at a salary of \$3000 per year, effective October 2, 1944. This is a new position.
14. Appointment of Byron Reid Bookhout as Extension Assistant in Farm Management at a salary of \$3000 per year, effective October 16, 1944. Mr. Bookhout replaces H. A. Berg who has been transferred.
15. Appointment of Harold G. Sellers as County Agricultural Agent in Cheboygan County at a salary of \$2500 per year, effective for the period from October 20, 1944 to June 30, 1945. Mr. Sellers will replace John T. Stone who is on military leave.
16. Reinstatement of John C. Ruswinckel as Assistant Professor of Business Administration at a salary of \$3000 per year, effective October 15, 1944. Mr. Ruswinckel has been on leave since April 1, 1943, to work with the Detroit Ordnance District of the War Department.
17. Appointment of Ciro Martinez, a student, to help in the teaching of Spanish at a salary of \$125 per month for eight months beginning October 1, 1944.
18. Appointment of Mrs. Renee Gaste Kerr as Instructor in Foreign Languages at a salary of \$250 per month, effective October 8, 1944, for as long as her services are needed.
19. Appointment of Robert Gibbey as lecturer in Psychology at a salary of \$100 per month for three months, effective October 1, 1944.
20. Reappointment of H. P. Sweany as Assistant Professor of Education at a salary of \$3500 per year, effective as of July 1, 1944 and continued through June 30, 1945. Mr. Sweany replaces G. C. Cook who is on leave.
21. Appointment of Eleanore Van Sickle as Instructor in Chemistry at a salary of \$175 per month for three months beginning October 1, 1944. This is a new position.
22. Appointment of Kenneth G. Brown as Instructor in Physics and Astronomy at a salary of \$3300 per year, effective from September 25, 1944 to August 31, 1945. This is a new position. Mr. Brown will teach in the Servicemen's Institute.
23. Appointment of Arthur R. Laufer as Instructor in Physics and Astronomy at a salary of \$250 per month, effective October 1, 1944 for as long as his services are needed.

TRAVEL

Travel

1. Full expenses for the following members of the Athletic Council to attend out-of-state football games as indicated:
 - G. Verne Branch, University of Kentucky at Lexington, October 7
 - L. C. Emmons, University of Maryland at College Park, October 20
 - E. L. Anthony, University of Missouri at Columbia, November 4

TRAVEL, continued

Travel

2. Full expenses for Richard Witz to attend an In-Service Training Course on Farm Machinery at Rockford, Illinois, on October 10-12, and paid from Extension funds.
3. Full expenses for Glen Stewart to attend an alumni meeting in Washington, D. C. on October 20. The meeting is being arranged in connection with the Maryland football game.
4. Full expenses for R. J. Coleman to attend the annual meeting of the National Association of Educational Broadcasters in Chicago on October 21 to 24, with expenses paid from Extension funds.
5. First-class railway fare only for Joe Calloway to attend the School of Broadcast Conference in Chicago on October 23 and 24.
6. First-class railway fare only for four members of the staff of the School of Home Economics Department of Foods and Nutrition to attend the meetings of the American Dietetic Association in Chicago on October 24-27. Seven staff members will attend on this allowance.
7. Full expenses for Roberta Hershey to attend the meeting of the American Dietetics Association in Chicago on October 25-27 and the meeting of the National Home Demonstration Council in Chicago on October 24-26, with expenses paid from Extension funds.
8. Full expenses for E. J. Benne to attend a meeting of the Association of Official Agricultural Chemists in Washington, D. C., on October 24-26, with expenses paid from Experiment Station funds.
9. Full expenses for G. M. Trout to attend the annual meeting of the International Association of Milk Sanitarians in Chicago on November 2-4.
10. Full expenses for Glen Stewart to attend an alumni meeting in Columbia, Missouri, on November 4. This meeting is being arranged in connection with the Missouri football game.
11. Full expenses for W. H. Sheldon and S. T. Dexter to attend a joint meeting of the TVA and the American Society of Agricultural Engineers in Knoxville, Tennessee, on November 8-11, with expenses paid from Experiment Station funds.
12. Full expenses for Dean Anthony to attend a meeting of the Board of Directors of the American Country Life Association in Chicago on November 11.
13. Full expenses for F. T. Mitchell to attend the National Interfraternity Conference in New York City on November 18.
14. First-class railway fare only for Ben Euwema, J. A. Clark, H. R. Hoppe, and R. P. Adams to attend the meeting of the National Council of Teachers of English in Columbus, Ohio, on November 24 and 25.

MISCELLANEOUS

Report of deaths of former students in war.

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

Alvah M. Miller, class of 1937, a Major in the Army, was killed in action in Italy on January 30, 1944. He was enrolled in Liberal Arts during 1933-37, having entered from Saginaw.

William John Zeches, Class of 1944, Pfc. in the Army, died in Percy Jones Hospital in Battle Creek, Michigan on June 15, 1944, of injuries received in a swimming accident near East Lansing. He was enrolled in Veterinary Medicine during 1941-44, his degree of D.V.M. being granted posthumously on September 1, 1944. He entered from St. Paul, Minnesota.

Robert LeRoy Blough, Class of 1942, Pfc. in the Marine Corps, was killed in action on Saipan Island on June 16, 1944. He was enrolled in Police Administration during 1938-39, having entered from Grand Ledge.

Thure Leonard Wisen, Class of 1943, a Lieutenant in the Army, was killed in action in France on July 17, 1944. He was enrolled in Business Administration during 1939-43, having entered from Ludington.

Robert R. Schwabe, Class of 1945, Second Lieutenant in the Army Air Forces, was killed on August 3, 1944, while on a mission over Belgium. He was enrolled in Liberal Arts during 1941-43, having entered from Lansing.

Robert H. Wickerson, Jr., Class of 1943, a Pfc. in the Army Medical Corps, was killed in action in France on August 10, 1944. He entered from South Bend, Indiana, and was enrolled in Applied Science during 1939-1942.

Philip Albert Denton, Class of 1941, First Lieutenant in the Army Air Forces, was killed in an airplane accident in Alaska on August 20, 1944. He was enrolled in Business Administration during 1937-1941, having entered from Alpena, Michigan.

Joseph Allshouse Pelton, Class of 1936, Lieutenant-Colonel in the Army, was killed in France on August 25, 1944. He graduated from Liberal Arts on June 15, 1936, having entered from Pontiac.

Burton W. Benz, Class of 1939, Captain in the Army Third Armored Division, was killed in action in France on August 27, 1944. He was graduated in Physical Education on July 29, 1939, having entered from Kenmore, New York.

MISCELLANEOUS, continued

1. (Continued)

Arthur John Howland, Captain in the Army, Class of 1941, was killed in action in France on August 27, 1944. He was graduated from Hotel Administration on June 14, 1941, having entered from East Lansing.

2. Acceptance of a check for \$150 from M. R. Kaplan to be used for the purchase of books for the reading room in the Union Building.
3. Acceptance of a grant of \$6550 from the Kellogg Foundation for the continuation of the rural education project.
4. At the September meeting, the Board approved the appointment of Thomas Keen to assist in Anatomy at a salary of \$60 per month for three months. Mr. Keen will teach an additional section, and Dean Giltner recommends that he be paid \$70 per month for three months beginning October 1, 1944, and exemption from fees amounting to \$20.
5. Change in salary of Mrs. Muriel Leonhardt, Instructor in Foreign Languages, from \$1200 to \$800 per year, effective as of September 1, 1944. Mrs. Leonhardt is teaching less time than was originally anticipated.
6. Increase in salary for Mrs. Olive Henkel, Instructor in Music, from \$1600 to \$1800 per year, effective September 1, 1944.
7. Increases in salaries of the following members of the staff of the Department of Institution Administration, effective November 1, 1944:

Helen Widick, Instructor, from \$2000 to \$2400
 Ruth McNeal, Assistant, from \$1200 to \$1600
 Pearl Jackson, Instructor, from \$2200 to \$2500
 Kathryn Heiserman, Instructor, from \$2100 to \$2400

8. Change in status of Jean Hawks Hewetson from Associate Professor and Research Associate in Foods and Nutrition to Associate Professor of Foods and Nutrition and paid entirely from College funds, effective October 1, 1944.
9. Hazel Hatcher, Associate Professor of Education, has been released to the Basic College for three-fourths of her time from September 15 to December 15, 1944. The College will be reimbursed for one-fourth of her time only during this period by the State Board of Control for Vocational Education.
10. Dr. E. J. Miller, Research Professor of Agricultural Chemistry, is acting as collaborator with the Regional Poultry Laboratory and is being paid \$1400 by them. His salary should be changed from \$5500 to \$4100 per year, effective as of July 17, 1944 and continued for the period of this arrangement.
11. Payment of \$60 to Miss Helen Hartman who was employed as a substitute supervising teacher in Home Economics at Okemos. The College will be reimbursed for this amount by the State Board of Control for Vocational Education. Home Economics teacher supervision in the Okemos schools has been discontinued for the present.
12. Recommendation that the name "Department of Buildings and Maintenance" be changed to "Department of Buildings and Utilities".
13. Request from Dean Dye that the \$700 allocated for a graduate assistant in Home Management and Child Development be added to the maintenance budget so that the money may be used on the labor payroll to employ extra help.
14. Request from Dean Giltner for the transfer of funds allocated to pay the salary of Marcelene Keefer to the maintenance budget so that the money may be used on the labor payroll to pay student help.
15. There has been some confusion in putting certain employees under the insurance program due to the fact that the original Board appointments indicated a termination date where as a matter of fact the employees were hired under the existing rules of tenure for instructors and assistant professors. The following persons have been employed for varying periods of time and are not now under the insurance program or carried on the retirement lists:

Agriculture

William L. Battan
 Donald G. Curry
 Harvey J. Elliott
 Karl C. Festerling
 Cyril Hemmer
 Maurice L. Hill
 Vernon Hinz
 Raymond Lamb

Jerry Mandigo
 Morris McGregor
 Alta McMurray
 Andrew Olson
 Gould S. Pinney
 Robert W. Ries
 Albert C. Warne
 Leslie Zillman

Home Economics

Wilma D. Brewer
 Esther Everett
 Elsie Gabel
 Dorothy Greey
 Kathryn Heiserman
 Peal Jackson
 Faye Kinder
 Ruth McNeal
 Gertrude Mueller
 Margaret Phillips Randolph
 Alice Towson
 Helen Widick

Science and Arts

Charles G. Danforth
 Mary Elveback
 Shao Chang Lee
 Marian Michmerhuizen
 G. Elaine VanAken

Accept. ck.
 \$150 M.R.
 Kaplan for
 books for
 Union.
 Grant \$6550
 Kell.Found.
 Rur.Ed.Proj.

Thos. Keen
 to be paid
 \$70 per mo.
 instead of \$60
 Change in
 sal. Mrs.
 Leonhardt.

Inc. salary
 Mrs. Henkel

Inc. salary
 for
 Helen Widick
 Ruth McNeal
 Pearl Jackson
 Kathryn
 Heiserman

Change in
 status Jean
 Hawks Hewetson

Time of Miss
 Hatcher to be
 reimbursed
 for 1/4 during
 fall term.

Salary of
 E.J. Miller
 changed to
 \$4100.00

Payment \$60
 to Helen
 Hartman

Bldgs. & Main-
 tenance
 changed to
 Bldgs. &
 Utilities.

\$700 added to
 Main budget
 H.M.&C.D.
 Funds allo-
 cated for sal-
 M. Keefer
 trans. to
 labor payroll.

Several per-
 sons to be
 included in
 insurance and
 retirement
 program.

MISCELLANEOUS, continued

15. (Continued)

It is recommended that the status of these people be clarified by this action, placing them on the same basis as all other employees subject to the rules of tenure for their respective ranks and with the understanding that they will be given credit in computation of retirement allowance from the date of their original appointment.

Additional amounts pd. to salaried employees.

16. The following additional amounts were paid salaried employees during the month of September:

<u>Auditorium</u>		<u>Auditorium</u>		<u>Miscellaneous</u>	
Eleanor Bryan	\$ 5.00	George Sawdy	\$13.00	J. W. Cunkelman	\$54.00
Warren Burt	14.00	Dorothy Scott	14.00	Edith Gilhoolley	20.00
LeRoy Chapman	17.00	Lawrence Searl	16.00	Christina Gunn	14.40
Lou Cudworth	11.00	Vern Severance	17.00	Robert Herron	139.50
Helen Evans	13.00	Kermit Smith	11.00	Leo Klever	15.75
Marjorie Hipley	10.00	Norma Taschner	10.00	Gerald Knapp	5.00
Mildred Jeffers	5.00	Robert Troxell	13.00	Aubrey Larsen	30.00
Henrietta Keyes	10.00	Wayne Van Riper	6.00	Wayne Van Riper	2.50
Gerald Knapp	13.00	Neal Whitehead	11.00	Neal Whitehead	2.50
J. M. Kutt	13.00	Rodney Whiting	14.00		

ESMWT

C. H. Pesterfield 120.00
S. Radford 36.00
H. L. Womochel 30.00

Plaque to be placed on Dunbar Forest Exp. Station. \$500 approp. to International Center. Approval of Attorney's statement.

17. Recommendation that a suitable plaque be made and placed in the proper place on the Dunbar Forest Experiment Station indicating that it is a gift from Mr. Dunbar.

18. Recommendation that a budget of \$500 be made available for the use of the International Center.

19. Statements in the amount of \$283.65 from Shields, Ballard, Jennings and Tabor for services rendered from April 5 through September 12, 1944.

20. Request for an appropriation of \$292.25 to cover a shortage in the collection of fees during registration.

Acceptance of dividends from E.L. Bank in name of Mich. St. Inst. of Music & Allied Arts.

21. Authorization for Mr. Wilkins to accept a total of \$245.20 as dividends from the East Lansing State Bank on an impounded account in the name of the Michigan State Institute of Music and Allied Arts. These funds were impounded in February 1933, and this Institute has since been made a part of the College Music Department.

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

ADDITIONAL ITEMSResignations

Resignations

1. Resignation of Mrs. Marjorie Smith as clerk at the Health Service, effective October 14, 1944.
2. Resignation of Mrs. Flora E. Thornton as dormitory hostess, effective October 15, 1944. Mrs. Thornton was appointed temporarily to replace Miss Nelson who is to be reinstated.
3. Report that Carmen Reina Garcia and Juana Maria Solano Rodriguez did not accept the positions as undergraduate assistants in Foreign Languages to which they had been appointed.
4. Report for Board record that the following persons have left the employ of the College on the dates indicated:

Donald E. Jacobs, clerk in Mimeograph, March 15, 1943
Nathan Stockwell, clerk in Mimeograph, May 15, 1943
Karl Vandeventer, clerk in Mimeograph, May 15, 1943
Bernice Begeman, clerk in Farm Management Extension, April 30, 1943
Mary J. Dryer, clerk in Farm Management Extension, May 15, 1943
Virginia Cranmer, Clerk in Farm Management Experiment Station, April 15, 1943
Barbara Frazier, Clerk in Farm Management Experiment Station, March 31, 1943
Mrs. Niva Eddy, Cooperative House Hostess, June 30, 1943
Verne Sheffield, clerk in Stores, April 15, 1943

Appointments

Appointments

1. Appointment of Priscilla Smith as general duty nurse at the Health Service at a salary of \$1800 per year, effective November 27, 1944. Miss Smith replaces Dorothy Goul who has resigned.
2. Reinstatement of Miss Mabel Nelson as dormitory hostess at the same salary of \$1200 per year, effective October 15, 1944. Miss Nelson has been on leave since September 1 because of illness.

ADDITIONAL ITEMS, continuedAppointments, continued

Appointments

3. Appointment of Clifford M. Hardin as Associate Professor, Research Associate, and Extension Associate in Economics at a salary of \$4300 per year, effective December 1, 1944, and paid one-half from Extension, one-quarter from Experiment Station, and one-quarter from College funds. Mr. Hardin will replace R. V. Gunn.
4. Appointment of William Young as Instructor in Effective Living in the Basic College at a salary of \$100 per month, effective October 16, 1944, for as long as his services are needed.
5. Establishment of a new half-time graduate assistantship in Music, and the appointment of Ruth Golovan Doak to fill this position for 1944-45, effective October 15, 1944. This assistance is needed to provide instruction for a number of piano students.

Travel

Travel

1. First-class railway fare only for S. D. Gralak to attend the meetings of the Society for Experimental Stress Analysis on October 17-20 in Cleveland, Ohio.
2. Full expenses for Orion Ulrey to attend the Fifth Annual Midwest Workers' Education Conference in Racine, Wisconsin, on October 21-22.
3. Full expenses for Ray Nelson to visit the celery experimental plots at Chula Vista, California, during the first part of November. Expenses are to be paid from the Celery Disease funds.
4. First-class railway fare only for C. C. DeWitt to attend the meeting of the American Institute of Chemical Engineers in St. Louis, Missouri, on November 19 to 21.
5. Delegation of a member of the Board to attend the meetings of the Association of Governing Boards in Iowa City, Iowa, on November 14-16.

On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to delegate Mr. Berkey to represent the Board at the meeting of the Association of Governing Boards in Iowa City, Iowa, on November 14-16.

On motion of Mr. Armstrong, seconded by Mr. Brody, it was voted to delegate Mr. McPherson also to attend the same meeting.

Miscellaneous

Report of deaths of students in war.

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

Thomas H. Brzonznowski, Class of 1941, a Second Lieutenant in the Army Air Forces, was killed in action over Noyen, France, on July 4, 1943. He was graduated from Agriculture on June 14, 1941, having entered from Iron River, Michigan.

Ned Raymond O'Neill, Class of 1944, a Sergeant in the Army, was killed in action in the European area on September 27, 1944. He was enrolled in Business Administration during the fall term of 1940, having entered from Lansing.

Earl Clifford Peck, Jr., Class of 1942, a Sergeant in the Marine Corps, was killed in action in the Pacific area. He was enrolled in Liberal Arts during 1938-41, having entered from Grand Rapids.

Robert Warren Sickles, Class of 1944, a Second Lieutenant in an Army parachute infantry regiment, was killed in action in Holland on September 18, 1944. He was enrolled in Liberal Arts during 1940-42, having entered from Detroit.

Increase in rate of pay for Esther Reed.

2. Increase in rate of pay for Mrs. Esther Reed, Instructor in Written and Spoken English, from \$150 to \$175 per month, effective October 13, 1944. Mrs. Reed has been assigned additional sections.
3. Recommendation from the Retirement Committee for the disability retirement of C. H. Spurway, Professor and Research Professor of Soil Science, at an annual pension of \$1340, effective November 1, 1944. It is understood that if Dr. Spurway regains his health before he reaches retirement age, he may be reinstated on active service. He is 62 years of age and has been on the staff of Michigan State College since September 1, 1909.

Disability retirement of C.H. Spurway approved.

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

4. The State Department of Public Instruction has indicated that \$15,000 have been allocated to Michigan State College for an experimental program in Adult Education during the present fiscal year. The College Committee on Adult Education would like to have authorization to proceed with the development of the following two positions:
 - a. A local or area coordinator at a salary of \$3200 to \$3400
 - b. A workers education Specialist at a salary of \$3200 to \$3600

Local area coordinator approved for Adult Education program.

October 19, 1944

ADDITIONAL ITEMS, continuedMiscellaneous, continued

4. (Continued)

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve (a) above.

Payment to
Dr. Ewing by
Houdaille
Hershey not
to exceed 30
days vacation
time in '43
and 30 in '44
Mr. Klare re-
ported on
fund raising
camp. for
hotel lab.

5. The President raised with the Board the question of payment to Dr. D. T. Ewing, Professor of Physical Chemistry, at the rate of \$25.00 per day for work done on a co-operative project with the Houdaille-Hershey Company.

On motion of Mr. Akers, seconded by Miss Jones, it was voted to authorize payment to Dr. Ewing for not to exceed 30 days vacation time in 1943 and not more than 30 days in 1944.

6. Mr. H. William Klare, representing the Michigan Hotel Association, appeared before the Board and gave a progress report of the fund raising campaign for the hotel laboratory for Michigan State College.
7. The Secretary reported on the status of plans and specifications for new buildings.

Adjourned.

John A. Hannah
President

Karl H. McDaniel
Secretary