

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
October 19, 1950

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

Absent: Mr. Armstrong; Dr. Thurston

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Appointments

1. Appointment of Bernard W. Spiwak as Instructor in Physical Education, Health and Recreation for Men at a salary of \$3200 per year on a 10-month basis, effective September 18, 1950. This is a new position.
2. Appointment of Frederick ^{Tooley} as Instructor in Music at a salary of \$3200 per year on a 10-month basis, effective September 1, 1950, to replace Ruth Russell, resigned.
3. Appointment of Frederick William Kuether as Instructor in Physics and Astronomy at a salary of \$3200 per year on a 10-month basis, effective September 1, 1950, to replace Mrs. Mary Ann Vogt, resigned.

NEW BUSINESS

Resignations

Resignations

1. Resignation of Kingsley Montgomery as Instructor on the Board of Examiners and Basic College Counseling, effective September 30, 1950, to complete the course work for the Doctor of Education degree.
2. Resignation of Timothy L. Hodge as Instructor (Research) in Agricultural Economics, effective November 30, 1950, to accept another position.
3. Resignation of Robert E. McAlpin as Assistant County Agricultural Agent at Large, effective September 30, 1950, to accept another position.
4. Resignation of Harold O. Story as Instructor in Electrical Engineering, effective October 31, 1950, to accept another position. (Federal Government).
5. Resignation of Anna Barbara Carlin as temporary Assistant Professor of Education, effective October 23, 1950.
6. Resignation of Robert L. Amundsen as Assistant in Chemistry, effective October 19, 1950, to accept a high school teaching position.
7. Resignation of Arthur J. Luck as Instructor in Physics and Astronomy, effective October 15, 1950, to accept a research position with the United States Air Forces.

Leaves

Leaves

1. Leave of absence with full pay for James A. Porter, Assistant Professor (Extension) of Soil Science, from January 1 to March 31, 1951, to complete work for the Master of Science degree at Michigan State College. Mr. Porter has been a member of the staff since April 16, 1934.
2. Change in leave of absence for William G. Butt, Instructor in Written and Spoken English, from leave without pay for study to military leave without pay, effective from September 1, 1950 to June 30, 1951.
3. Leave of absence without pay for Robert R. Mallory, Instructor in General Business, from October 1, to December 31, 1950, for study at the Judge Advocate School.
4. Leave of absence without pay for Troy Stearns, Associate Professor of Education, from January 1 to June 15, 1951, to permit him to accept a senior lectureship at the University of London.

Appointments

Appointments

1. Appointment of Evan Paul Roberts as Instructor in Horticulture and Short Courses at a salary of \$3900 per year on a 12-month basis, effective October 1, 1950, to replace W. G. Halliday, resigned. Mr. Roberts has been employed on the labor payroll as Superintendent of the Horticulture Greenhouse since 1945.
2. Appointment of Mrs. Leila Foerch as Instructor in Short Courses at a salary of \$500 for the period from October 23, 1950 to March 2, 1951.
3. Appointment of Faye Beryl Ogg as Hillsdale County Home Demonstration Agent at a salary of \$3300 per year on a 12-month basis, effective October 20, 1950 to replace Bernise M. Hale, resigned; and paid \$2700 from Bankhead-Flannagan and \$600 from State Offset funds.

NEW BUSINESS, continuedAppointments, continued

Appointments

4. Appointment of the following temporary Instructors in Written and Spoken English, effective October 1, 1950 for as long as necessary:
- | | |
|--------------------------------------|--|
| Mrs. Ruth Barrett at \$300 per month | Mrs. Esther Reed at \$300 per month |
| Mrs. Eva Hampton at \$300 per month | Mrs. Elinore Winburne at \$300 per month |
| Mrs. Lyssa Harper at \$300 per month | |
5. Appointment of Carol Schier Goodale as temporary Instructor in Physical Education, Health and Recreation for Women for the fall quarter 1950 at a salary of \$300 for the period. This is a new position.
6. Appointment of the following Lecturers in Political Science and Public Administration, effective from October 1 to December 31, 1950:
- | | |
|--|---|
| Charles S. Weber at \$300 for the period | George R. Sidwell at \$300 for the period |
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7. Appointment of the following temporary Instructors in Business Administration and Secretarial Studies:
- | |
|--|
| Horace Clifford King at \$183.33 per month, effective from October 1 to December 31, 1950 to replace R. R. Mallory, on leave |
| Ruth M. Van Der Jagt at \$311.11 per month, effective October 1, 1950, for as long as necessary. This is a new position. |
8. Appointment of Thomas Patrick Dignan as Lecturer in General Business at a salary of \$183.33 per Month, effective October 1, 1950 for as long as necessary. This is a new position.
9. Appointment of Jack W. Warren as Lecturer in General Business at a salary of \$125 per month, effective from October 1 to December 31, 1950.
10. Appointment of Norrine Grover Bennett as Instructor in Textiles, Clothing, and Related Arts at a salary of \$270 for the period from October 1 to December 31, 1950. This is a new position.
11. Appointment of Lindsey Decker as temporary Instructor in Art at a salary of \$1200 for the period from October 1 to December 31, 1950. This is a new position.
12. Appointment of the following Assistants in Foreign Languages, effective October 1, 1950, for as long as necessary:
- | | |
|---------------------------------|--|
| Mary Bolanos at \$150 per month | Ligia Simons De Armas at \$160 per month |
| Julio N. Isch at \$80 per month | Jean Pao at \$80 per month |
13. Appointment of the following temporary Instructors in Speech, Dramatics, and Radio Education, effective October 1, 1950, for as long as necessary:
- | | |
|--|---------------------------------------|
| Mariam A. Alexanian at \$210 per month | Wilfred M. Arneson at \$185 per month |
| Theda P. Assiff at \$150 per month | Alex Dillingham at \$75 per month |
| Frances M. Hayworth at \$230 per month | Robert H. Maunder at \$50 per month |
| Mrs. John A. Waite at \$100 per month | |
14. Appointment of the following Assistants in Chemistry, effective the date indicated for as long as necessary:
- | |
|--|
| Dorothy Kuether at \$190 per month, effective October 1, 1950 |
| Mary Lynn Watson at \$145 per month, effective October 9, 1950 |
| Deborah Wheaton at \$190 per month, effective October 1, 1950 |
15. Appointment of the following temporary Instructors in Psychology, effective October 1, 1950, for as long as necessary:
- | | | |
|-----------------------------------|-----------------------------------|---------------------------------|
| E.L.V. Shelley at \$125 per month | John Paul Sibilio, \$75 per month | Robert H. Davis, \$75 per month |
|-----------------------------------|-----------------------------------|---------------------------------|
16. Appointment of the following Technicians in Bacteriology and Public Health to be listed with the classified service:
- Esther M. Smith at a salary of \$3200 per year, effective November 1, 1950. This is a new position to be paid from Came Dietrick funds.
 - Harriet Hall at a salary of \$2820 per year, effective November 1, 1950, to replace Loretta VanCamp.
17. Appointment of Leslie Richmond Silvernale as Assistant Professor of Continuing Education and of Education at a salary of \$5500 per year on a 12-month basis, effective October 9, 1950. Mr. Silvernale has been employed on the labor payroll since March 1, 1950, and he is to come under tenure and retirement regulations as of March 1, 1950.
18. Appointment of Carl L. Strong as Assistant Professor of Continuing Education at a salary of \$5000 per year on a 12-month basis, effective October 9, 1950. Mr. Strong has previously been employed on the labor payroll.
19. Appointment of Carlton Musson as Radio Engineer at Station WKAR at a salary of \$3500 per year on a 12-month basis, effective October 1, 1950. This is a new position.
20. Appointment of Mary Ellen Watt as Home Economics Broadcaster at Station WKAR at a salary of \$3600 per year on a 12-month basis, effective October 1, 1950, to replace June Szosz, resigned.

NEW BUSINESS, continued

Appointments

Appointments, continued

21. Appointment of Jean Edsall Ford as Assistant in the Library at a salary of \$2600 per year on a 12-month basis, effective October 2, 1950, to replace Doris Van Fossen, resigned. This position is to be in the classified service.
22. Appointment of Robert Oliver Hatton as Instructor on the Board of Examiners and Basic College Counseling at a salary of \$3500 per year on a 12-month basis, effective October 1, 1950, to replace Kinglsey Montgomery, resigned.
23. Appointment of Nick Mike Pagan as Assistant Counselor for Men at a salary of \$3600 per year on a 12-month basis, effective October 1, 1950 to replace Harold Sponberg, transferred.

Miscellaneous

Inc. salary
Durward Var-
ner.

Trans. B.R.
Bookhout to
teaching, Nov
1-Dec. 31, '50

E.W. Lawson-
Professor

Inc. salary
A.L. Bennett

Inc. salary
R.L. Amundsen

Title-J. Bar-
bour-Asst.Prof

Inc. salary
R.J. Kleis

Ef.date appt
Hattie Gilpin
Oct. 1, 1950

Report of
death Benj.
Killham

Report of
F.W. Young

Additional
amounts paid
salaried
employees

Mich. Nat.Bk.
presents MSC
with first ed.
"Gt Books Wes
term World"

\$25 from Mich
Vet Aux. of
Warsaw, Ind.

\$500 from JL
Hudson Co.
for scholar-
ships.

1. Increase in salary for Durward B. Varner, Assistant Professor (Extension) of Agricultural Economics, from \$5300 to \$6300 per year, effective October 1, 1950.
2. Transfer of Byron R. Bookhout, Assistant Professor (Research) of Agricultural Economics, from research to teaching for the period from November 1 to December 31, 1950, and paid from teaching funds for this period.
3. Change in title of Eric W. Lawson from Associate Professor to Professor of Economics. Mr. Lawson is a temporary member of the staff for the present academic year only.
4. Increase in salary for Alvin L. Bennett, Assistant Professor of Political Science and Public Administration, from \$4200 to \$4300 per year, effective October 1, 1950.
5. Increase in salary for Robert L. Amundsen, Assistant in Chemistry, from \$90 to \$140 per month, effective for the period of his employment, October 1-19.
6. Designation of Julius Barbour as Assistant Professor of Continuing Education and of Education, effective October 1, 1950. Mr. Barbour has formerly been assigned to Continuing Education only.
7. Increase in salary for Russell J. Kleis, Assistant Professor of Continuing Education, from \$5200 to \$5700 per year, effective October 1, 1950.
8. Change in the effective date of the appointment of Hattie Gilpin as Housemother at the Sigma Nu fraternity from November 1 to October 1, 1950.
9. Report of the death of Benjamin Killham, Associate Professor (Extension) of Animal Pathology, on October 12, 1950. Dr. Killham had been a member of the staff since March 15, 1930.
10. Report of the death of Floyd W. Young, Associate Professor of Surgery and Medicine and Director of the Large Animal Clinic, on October 12, 1950. Dr. Young had been a member of the staff since September 1927.
11. The following amounts have been paid salaried employees since the last Board meeting:

<u>Auditorium</u>		<u>Concessions</u>		<u>Miscellaneous</u>	
Helen Evans	\$18	Benard Black	\$16.39	Robert Hogle	\$ 18.00
Betty J. Banks	3	Douglas Boyd	11.79	Theodore Kennedy	5.00
Charles Branz	15	Jay B. Bruner	4.60	William Knowles	20000
L. E. Chapman	6	Shirley Knaffle	5.00	Earl McIntyre	54.00
Lorraine Demorest	11	Marjorie Robinson	5.75	Leonard Rall	200.00
John Emery	14	Florence Smoke	5.50	Robert Scott	100.00
Helen Greene	50	Joyce Teachout	6.00	Ralph Turner	250.00
Mildred Jeffers	14			Thomas Dutch	15.00
Floyd Macklem	14	<u>Miscellaneous</u>		Varetta Powers	5.00
Amy Peters	15	Charles Hill	5.00	Shirley Sours	3.50
Elmer Peterson	14	Judson Perkins	29.00	Meredith Taylor	22.50
Varetta Powers	21	Conrad Posz	45.00	Linn Towsley	6.00
Laurence Searl	11	Harold Sponberg	5.00	Wayne VanRiper	5.00
G. F. Ryder	11	J. T. Blakeslee	21.00		
Robert Troxell	22	Betty Cochran	7.00		
Wayne VanRiper	53	Ethel Crummer	7.50		
Clella Weissinger	18	Benjamin Dayrell	30.00		
Neal Whithead	14	J. T. Huston	30.00		
Loren Wight	11	Elmer Peterson	30.00		
Ray Yerkie	14	J. H. Platt	35.00		

12. Communication from Howard J. Stoddard, President of the Michigan National Bank in Lansing, indicating that the Michigan National Bank has ordered a set of one of the first editions of "Great Books of the Western World" for Michigan State College, valued in excess of \$500.
13. Acceptance of a check for \$25 from the Michigan Veterinary Auxiliary of Warsaw, Indiana, to be used by the Dean of Veterinary Medicine in purchasing books for the Surgery and Medicine reading room in the Veterinary Hospital.
14. Acceptance of a check for \$500 from the J. L. Hudson Company of Detroit to be used under the direction of the Dean of the School of Business and Public Service to finance scholarships to participate in the Workshop on Economic Education.

NEW BUSINESS, continuedMiscellaneous, continued

15. The recent action of the Board transferring certain positions from the Board appointment classification to the jurisdiction of the Personnel Office transferred the following employees to the classified service:

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Past Salary</u>	<u>Salary 9-1-50</u>
Butts, Mrs. Helen	Agric. Chemistry	Technician	\$3300	\$3300
Graham, Virginia	Agric. Economics	Technician	3200	3200
Cawood, James B.	Agric. Engineering	Draftsman	3650	3770
Warner, Karl R.	Animal Husbandry	Technician	3000	3120
MacAllan, John	College Farm	Blacksmith	4100	4100
Quirrie, Andrew	College Farm	Herdsmen	3700	3820
Southworth, Walter	College Farm	Foreman	3800	3920
Wentz, H. L.	College Farm	Groom	3060	3180
Armitage, Victor	Dairy (Creamery)	Superintendent	4220	4220
Hendrickson, D. M.	Dairy (Creamery)	Technician	4120	4120
Smiley, Ed	Dairy	Superintendent	3560	3680
Niemala, Eino	Poultry Husbandry	Superintendent	3560	3680
Gillespie, Robert	Soil Science	Foreman	3200	3320
Burt, W. F.	Physical Educ.	Office Assistant	4000	4120
Kapp, Erwin	Physical Educ.	In charge Equip.	3500	3620
Laetz, J. C.	Physical Educ.	Office Assistant	3600	3720
Pearson, R. A.	Mech. Engineering	Technician	3500	3620
Seble, Don W.	Mech. Engineering	Technician	3500	3620
Swope, B. Y.	Chemistry	Curator	3400	3520
Bristol, Caroline G.	Sociology	Supervisor	2400	2520
Flokstra, Maxine G.	Anatomy	Technician	2500	2620
Baltzer, Betty	Bacteriology	Assistant	3100	3220
Dahljalm, I. L.	Bacteriology	Technician	3600	3720
Frank, Carol L.	Bacteriology	Technician	3000	3120
Gray, Jack E.	Bacteriology	Assistant	3000	3120
Johnson, Eleanor A.	Bacteriology	Technician	2500	2620
Johnson, Ivory C.	Bacteriology	Technician	2800	2920
Martin, Shirley P.	Bacteriology	Med. Technician	2400	2520
Mayer, Mary L.	Bacteriology	Technician	3000	3120
Miller, Doria L.	Bacteriology	Technician	2600	2720
Neu, Lisa	Bacteriology	Technician	3100	3220
Redman, Harold	Bacteriology	Caretaker	3100	3220
Spring, Martha P.	Bacteriology	Technician	3000	3120
VanCamp, Loretta D.	Bacteriology	Technician	2700	2820
Laine, Sylvia	Animal Pathology	Technician	3100	3220
Blakeslee, John	Radio Station	Radio Engineer	3800	3920
Hogle, Robert C.	Radio Station	Radio Engineer	3500	3620
Towsley, Linn P.	Radio Station	Operator	4000	4120
Franks, Gladys	Alumni Relations	Alumni Recorder	3300	3420
Bernitt, Richard O.	Campus Police	Fire Inspector	3800	3960
Allen, Shirley G.	Health Service	Nurse	2500	2620
Appleton, Candace	Health Service	Head Nurse	3410	3530
Barseth, Florence	Health Service	Nurse	2500	2620
Belgrave, Frances	Health Service	Nurse	2500	2620
Bolton, Constance D.	Health Service	Nurse	2500	2620
Cochran, Betty A.	Health Service	Nurse	2600	2720
Crummer, Ethel	Health Service	Nurse	3200	3320
DeCamp, Fern B.	Health Service	Nurse	3110	3230
Dietz, Dorothy	Health Service	Nurse	2600	2720
Dobbins, Marian V.	Health Service	Nurse	2500	2620
Edgar, Beverly	Health Service	Nurse	2500	2620
Franklin, Mary M.	Health Service	Nurse	2600	2720
Irish, Margaret	Health Service	Nurse	2600	2720
Jenson, Phyllis	Health Service	Nurse	2600	2720
Keating, Catherine	Health Service	Nurse	2860	2980
Laug, Maurice	Health Service	Technician	3400	3520
Middlehook, Alma	Health Service	Nurse	2700	2820
Pielou, Peggy	Health Service	Nurse	2500	2620
Roehm, Eleanor M.	Health Service	Nurse	2500	2620
Smith, Gloria	Health Service	Nurse	2500	2620
Stanley, Mabel G.	Health Service	Nurse	3310	3430
Stearns, Betty	Health Service	Lab. Technician	2960	3080
Stitt, Shawmut	Health Service	Nurse	2500	2620
Armbrustmaker, Marian	Telephone	Chief Operator	2800	2920
Bremer, Ralph	Bldgs. & Utilities	Office Assistant	3500	3620
Whipple, Luther	Bldgs. & Utilities	Asst. Cons. Engr.	3500	3620
Woolman, Fred	Bldg. & Utilities	Asst. Mech. Engr.	3800	3920
Henderson, Mary	Dorm. & Food Serv.	Asst. Dietitian	3100	3220
McThee, Wenonah B.	Dorm. & Food Serv.	Supervisor P.O.	2960	3080
Modi, Marion J.	Dorm. & Food Serv.	Asst. Dietitian	3000	3120
Murphy, Ann	Dorm. & Food Serv.	Head Dietitian	3700	3820
Brickley, Hazel	Central Steno.	Supervisor	3300	3420

Approval of
transfer of
several em-
ployees to
classified
service.

NEW BUSINESS, continuedMiscellaneous, continued

Approval of transfer of several employees to classified service.

15. Transfers from Board appointment to classified service, continued:

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Past Salary</u>	<u>Salary 9-1-50</u>
Emery, John H.	Inventory	Asst. Prop. Acct.	\$3400	\$3520
Van Riper, Wayne	Mail Room	Clerk	3360	3480
Cudworth, Louis A.	Stores	Asst. Storekeeper	3700	3820
Severance, Vernon	Stores	Storekeeper	4200	4320
Corbishley, Elizabeth	Housing Assignments	Asst. Director	3300	3420
Sutton, Charles E.	Housing Assignments	Asst. Director	3100	3220
Henley, Victor V.	Registrar	Assistant	3500	3620
Stoutenburg, H. N.	Registrar	Assistant	3800	3920
Swartz, Walter F.	Registrar	Asst. Registrar	3900	4020
Van Kuiken, Cora	Registrar	Asst. Recorder	2960	3080
Ellsworth, Mary	Museum	Technician	3000	3120
Alubowicz, Henrietta	Library	Ref. Librarian	3600	3720
Biester, Ada E.	Library	Assistant	2960	3080
Boyles, Eleanor J.	Library	Assistant	2860	2980
Bright, Miriam	Library	Assistant	3300	3420
Corbin, Ruth	Library	Assistant	3000	3120
Freeman, Emily L.	Library	Assistant	3000	3120
Dillon, Bernice	Library	Assistant	3200	3320
Gunn, Christina	Library	Assistant	2800	2920
Hersom, Virginia	Library	Assistant		2500
Hinrichs, Frieda	Library	Head Cataloger	4000	4120
Hudson, Lois L.	Library	Assistant	2900	3020
Jacob, Emerson D.	Library	Order Librarian	3900	4020
Jacobs, Mary	Library	Asst. Cataloger	3200	3320
Khan, Mariam	Library	Assistant		2300
Macomber, Patricia	Library	Assistant		3200
McKinley, Ruth R.	Library	Assistant	3650	3770
Reed, Nanette	Library	Asst. Cataloger	3300	3420
Ring, Patricia	Library	Assistant	3000	3120
Salisbury, Begel R.	Library	Assistant	3100	3220
Stanton, Margaret	Library	Music Librarian	3200	3320
Walker, Loutillie	Library	Assistant	3000	3120
Williams, R. M.	Library	Assistant	3500	3620
Wood, Ruth	Library	Assistant	2400	2520
Slayton, B. D.	Military	Custodian	2200	2320

Gift of 450 modern iris from A.F. Bliese & Son

16. Gift of 450 modern iris valued at \$225 from A. F. Bliese & Son of Bedford Gardens, Battle Creek, to be used under the direction of Professor Lautner in the landscaping of the garden near Faitchild Theater.

Cont. agree. Bur. of Ord. U.S. Navy grant \$6000

17. Continuation of the memorandum of agreement with the Bureau of Ordinance of the U. S. Navy of Los Angeles covering a grant of \$6000 to be used under the direction of J. J. Pitha in Chemistry in research on the preparation of salts of di- and triaminoguanidine and services for research related to the preparation of salts to di- and triaminoguanidine and an investigation of their properties.

Cont. agree. Evergreen farms.

18. Continuation of the memorandum of agreement with Evergreen Farms, Inc. of Raymondville, Texas, covering a grant of \$1000 to be used under the direction of F. L. Wynd in Botany in a study of the nutritional factors affecting the growth and nutrition value of grass and other pasture plants.

Check \$250 James F. Lincoln Arc Welding Found

19. Acceptance of a check for \$250 from the James F. Lincoln Arc Welding Foundation of Cleveland, Ohio, to be used under the direction of Dean Anthony for a scholarship in Agricultural Engineering to be known as "The Harry Webb Scholarship of the Lincoln Foundation".

Memo agree. Mich. Cert. Hybrid seed Corn Prod.

20. Approval of a memorandum of agreement with the Michigan Certified Hybrid Seed Corn Producers Association of East Lansing covering a grant of \$2500 to be used under the direction of R. E. Decker in Farm Crops in carrying on the development and testing of new corn hybrids.

Memo agree. Eli Lilly Co. and grant \$1800

21. Approval of a memorandum of agreement with the Eli Lilly and Company of Indianapolis, Indiana, covering a grant of \$1800 to be used under the direction of R. W. Lewis in Biological Science in a study of the production and storage of ergot spores.

Memo agreement Soc. Am. Florists- \$1500

22. Approval of a memorandum of agreement with the Society of American Florists and Ornamental Horticulturists of Chicago, Illinois, covering a grant of \$1500 to be used under the direction of P. R. Krone in Horticulture in research on marketing of floricultural crops, including those phases having to do with the wholesale and retail marketing and with promotion of flower sales for every day use in the home; also to study the effect of light intensity on growth and flowering of the chrysanthemum. Graduate fellowship is provided.

Memo agreement with Nat. Dairy Council and grant \$3171

23. Approval of a memorandum of agreement with the National Dairy Council of Chicago covering a grant of \$3171 to be used under the direction of Margaret Ohlson in Foods and Nutrition in a study of the nutritional status of women.

NEW BUSINESS, continuedMiscellaneous, continued

24. Approval of a memorandum of agreement with Aeration Processes, Inc. of Columbus, Ohio, covering a grant of \$800 to be used under the direction of W. L. Mallman in Bacteriology in a study to determine whether pathogenic bacteria increase, decrease, or remain stable in whipped cream topping.
25. Approval of a memorandum of agreement with the American Electroaire Corporation of Long Island City, New York covering a grant of \$2000 to be used under the direction of A. W. Farrall in Agricultural Engineering in a study of the Electroaire Ozone machine for treating various agricultural products for the purpose of dehydration, rodent control, and mold control. The agreement provides for a graduate fellowship.
26. Authorization for the creation of a position of a stockroom man for the Department of Zoology at a salary of not to exceed \$2400 per year in the classified service; \$1000 of this amount is to be taken from the budget of this department set up for student labor. Approval of this item will require an appropriation of \$1400 for the present fiscal year.
27. Additional half-time Clerk-Stenographer I position in Education to be paid from Vocational funds.
28. Change in classification of a Clerk-Typist position in the Personnel Office to a Clerk II position.
29. Recommendation for site improvements and landscaping at the Plant Science Greenhouses at an estimated cost of \$3520; to be charged \$1500 to Experiment Station and \$2020 to Alterations and Improvements 1950-51.
30. Recommendation that one more room in the Red Cedar School Building be prepared for the use of the East Lansing Schools at an estimated cost of \$850 with the understanding that one-half the cost be charged to Alterations and Improvements 1950-51 and one-half charged to the East Lansing School Board.
31. Recommendation for the installation of a steam line to the riding horse barn and Agricultural Engineering Implement barn at an estimated cost of \$2100; to be charged to Alterations and Improvements 1950-51.
32. Recommendation that the College assume part of the cost of paving Monroe Boulevard at the South Haven Station. It is estimated that the cost will be in the neighborhood of \$1200 and may be paid over a period of six years. It is recommended that the cost be charged to the operating budget of the South Haven Station.
33. Approval of a license agreement prepared by the College attorneys with the Plant Products Corporation of Blue Point, New York, permitting them to manufacture Dowax. It is a non-exclusive license and pays to the College 5 per cent of the gross sales of the wax emulsion sold by the licensee.
34. Progress report from Mr. May on our College fire insurance policy.
35. Recommendation from the Administrative Group that the operation of the Summer School be placed in the hands of an administrative committee to be appointed by the President, with S. E. Crowe as Chairman of the Committee to act as Director of the Summer School for the summer of 1951 at least.
36. Report that the old barn on the Dale Bennett Farm has been sold to George W. Dodge for \$10.
37. Report from Comptroller May of all payments made under our Workmen's Compensation program from January 1 to June 30, 1950. The total amount of payments is \$3,029.54. If we had followed Workmen's compensation schedules, our liability would have amounted to \$1,446.23.
38. Presentation of a petition signed by eight retired labor employees requesting that the Board consider increasing the amount of their annual stipend.
39. Communication from Mrs. Giltner expressing the appreciation of the Giltner family for the naming of the new Veterinary Building in honor of Dean Giltner.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the President's Report, Resignations, Leaves, Appointments and Miscellaneous items.

ADDITIONAL ITEMSResignations

1. Resignation of William B. Lutz as Instructor (Extension) in Dairy and in Animal Husbandry, effective November 17, 1950 to attend the Garrett Biblical Institute at Northwestern University.

Leaves

1. Leave of absence without pay for Russell A. Kirk, Instructor in History of Civilization, from January 1, 1951, to December 31, 1951, to continue his studies at St. Andrews University and various libraries in Great Britain.

Memo agree.
Aeration
Processes
grant \$800

Memo agree-
Electroaire
Corp. grant
\$2000

New position
stockroom man
for Zoology
approved.

Add. $\frac{1}{2}$ time
Cl-Sten I
Educ. app.
Cl-Typ in
Personnel
changed to
Clerk II
Site improve.
Pl Sci Green
approved.

One more
room approved
for Red Cedar
school app.
App. steam
line to rid-
ing horse
barn.

College to
assume part
of paving
cost So. Haven

Approval Li-
cense Agree.
Plant Product

Operation of
S.S. placed
in hands of
Com.-S.E.
Crowe direc-
tor for 1951.

Report Compt
payments
under Work-
men's Comp.

Petition from
8 retired
labor employ.

Letter of
apprec. Mrs.
Giltner, re;
naming of
Vet. Bldg.

Resignations

Leaves

2903

ADDITIONAL ITEMS, continuedLeaves, continued

- Leaves
2. Leave of absence without pay for Robert C. Hogle, Radio Engineer at Station WKAR, from October 1, 1950, to June 15, 1951, to complete work on his Master's degree at Michigan State College.
 3. Leave of absence without pay for military service for Philip Hoffman, employee in the Tabulating Department, effective from October 12, 1950, to June 30, 1951. Mr. Hoffman is in the classified service.

Appointments

- Appointments
1. Appointment of Sebehettin Ozbek as Visiting Lecturer in Horticulture for the academic year September 1, 1950, to June 30, 1951, at no salary from the College. Dr. Ozbek is a member of the staff of the University of Ankara, Turkey.
 2. Appointment of Sam Asen as Assistant Professor of Horticulture at a salary of \$4500 per year on a 12-month basis, effective October 16, 1950, and paid one-half from Extension and one-half from Experiment Station funds. This is a half-time replacement of Paul Krone and half-time new position.
 3. Appointment of Stanfield M. Wells, Jr. as temporary Lecturer in Hotel Management at a salary of \$100 per month, effective from October 1 to December 31, 1950.

Miscellaneous

- Stuart B. Mead to receive add. \$240 for fall quarter
- Dean of Engr. to pay staff members additionally for help on res. project.
- H. L. Harter to be paid \$5.00 per hr for add. work
- Inc. salary Paul A. Miller
- Inc. salary C. E. Erickson
- Grant \$2400 Res. Corp.
- Memo agreement Hotpoint Inc.
- Grant \$1000 Anti-Defamation League
- Approp. \$1000 approved for Dept. Dram.
- Approp. \$2400 All-College Com. Educ. Res.
- Approp. \$325 for Personnel to employ add. part-time help.
- Steam line to Bayha Hse to be repaired.
- \$23,088.09 rec'd from Inc. Co. for Quonset Cafe.
1. Recommendation from Dean Wynn garden that Stuart B. Mead, Associate Professor of Accounting, be compensated an additional \$240 for the fall quarter for a course in Business Administration 203a Principles of Accounting, taught in the evening to a group of state employees.
 2. Request from Dean Miller, Dean of Engineering, that he be permitted to pay full-time staff members additionally on the labor payroll, charged to research funds from private sources, for additional services required beyond the normal teaching load. The specific request is that he be permitted to pay John T. McCall and Roger J. Claus in Civil Engineering \$2 per hour for work to be charged to a research project financed by the Dow Chemical Company.
 3. Recommendation from Dean Miller and Professor DeWitt that they be permitted to pay H. L. Harter, Assistant Professor of Mathematics, \$5 per hour, charged to the Gerber account, for certain statistical compilations required in connection with this project. This work is to be carried by Professor Harter in addition to his usual teaching load and other duties.
 4. Increase in salary for Paul A. Miller, Assistant Professor (Extension) of Sociology and Anthropology, from \$5700 to \$6200 per year, effective November 1, 1950.
 5. It is recommended that the salary of Clifford E. Erickson, Director of the Institute of Counseling, Testing, and Guidance, be adjusted from \$8000 to \$8500 per year, effective October 1, 1950.
 6. Acceptance of a grant of \$2400 from the Research Corporation of New York City to be used under the direction of Thomas H. Osgood in the School of Graduate Studies in a continuation of the project investigating the ionization of electrons in gases. The agreement provides for a graduate fellowship.
 7. Approval of a memorandum of agreement with Hotpoint, Inc. of Chicago covering a grant of \$1800 to be used under the direction of W. L. Mallmann in Bacteriology in a project on home dishwashing in the community.
 8. Acceptance of a grant of \$1000 from the Anti-Defamation League of B'nai B'rith of New York City to be used in the Social Research Service in a continuation of certain phases of the study of minority groups in the rural population.
 9. It is recommended that the Board make an appropriation of \$1000 to the Department of Dramatics to be used in connection with the dramatic performances sponsored by the Department. A subsidy has always been provided for college debating. The increasing costs of dramatic productions make it impossible to continue to carry on their projects on a self-sustaining basis.
 10. It is recommended that the Board make an appropriation of \$2400 for the All-College Committee on Educational Research, with the understanding that approximately \$1200 will be for additional labor and approximately \$1200 for supplies and materials.
 11. Request from Mr. Glander for an appropriation of \$325 to be used for the employment of additional part-time help to catch up on the paper work resulting from the recent wage adjustment approved by the Board and the work which will be entailed in the change-over to a 40-hour week for labor employees.
 12. The steam line to the Nursery at Bayha House passes through the site where the Beal Greenhouse was recently cleared. The steam line is not in good condition. Authorization is requested to have the steam line repaired at an estimated cost of \$350; charged to Alterations and Improvements 1950-51.
 13. A check in the amount of \$23,088.09 has been received from the Queen Insurance Company covering settlement for losses of equipment in the Quonset Cafeteria fire. This settlement was based on allowing the College to keep all equipment for 10 per cent of its value. This check has been credited to the Reserve for Rehabilitation of Structures and for the acquisition of educational facilities in the plant fund.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

- 14. Discussion of development of the tentative budget for the State Office of Administration.
- 15. Discussion of the problems involved in handling the increasing number of foreign visitors under governmental sponsorship.
- 16. Communication from President Ruthven with the minutes of the meeting of the Council of State College Presidents held Saturday morning, October 7. The communication includes the announcement of their recommendation that a meeting of the Conference of Governing Boards be called on November 30, 1950, beginning early in the afternoon and continuing through the evening.
- 17. Recommendation from Comptroller May that he be authorized to charge the cost for acquiring the site for the new women's dormitory to the Reserve for Rehabilitation of Structures and for Acquisition of Educational Facilities, with the understanding that when financing is arranged for this structure the cost of the site may be included in the financing and the reserve fund reimbursed. Mr. May reports that it is estimated the total cost of acquiring this site will be \$243,351.
- 18. Report that the purchase of the Zimmerman property for \$14,000 has been completed. The purchase of the White property for \$6,000 and the Bozek property at \$10,500 is in the process of being closed. Mr. and Mrs. Henry Reniger have signed a sales agreement for their property at \$69,300, and the abstract is being posted and reviewed by Mr. Ballard.

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

- 19. Communication from Mr. Lee Benner, Chairman of the Michigan State College Alumni Advisory Council, recommending the renaming of "Old College Field" to "Whitney Watkins Field".

No action.

SPECIAL MISCELLANEOUS

- 1. Bids were taken on the Memorial Chapel. There were four bidders. The Alumni Advisory Council recommends the acceptance of the low bid for the basic construction and the alternate which provides for lengthening the building by one bay to increase its seating capacity. The contract has been prepared with the H. G. Christman Lansing Company in which they agree to undertake this construction without profit with the bid as the outside figure, and with the understanding that all possible savings that can be made in the structure meeting with the approval of the architect and the Alumni Council will be taken advantage of. The total outside cost of the low bid is \$177,518 to be paid out of alumni funds. The estimated cost of bringing all of the services to the building--steam, water, and electricity--is estimated at \$42,840, the amount of the low bids. All of this is combined in one contract with the Christman Company. It is understood that the \$177, 518 is to be paid from funds collected from alumni either in the memorial fund drive or in the Development Fund. The cost of the services to the building is to be charged to the items set up in the budget for this purpose.

On motion of Mr. Mueller, seconded by Mr. Brody it was voted to approve the above recommendation of the Alumni Advisory Council.

- 2. Consideration of the recommendations of Commonwealth Associates covering numerous recommended changes in the Power Plant at an estimated cost of \$86,000. Representatives of Commonwealth Associates, Mr. Kinney, and Mr. Campbell met with the Board to discuss the recommendation.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to accept the report of Commonwealth Associates, to approve it and to authorize the officers to proceed to make effective these recommendations at a total cost of not to exceed \$86,000 with the understanding that the officers are authorized to make such changes in the specifications and costs for individual projects as are agreed upon by the officers and Commonwealth Associates.

- 3. Receipt of a survey report from the Corps of Army Engineers covering certain proposals designed to eliminate the flooding of the Red Cedar and Grand Rivers. The Army Engineers request the approval of the Board for their proposal. There are many undesirable features in their proposal as submitted that should be discussed in detail.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to advise the Corps of Army Engineers of the willingness of the College to cooperate to the extent of not objecting to deepening the river in its present course but that there are no funds to take care of this cost and this Board disapproves the suggested widening of the river on college property.

- 4. Consideration of the new travel policy as recommended by the Administrative Group. Copies of this proposed policy are filed with the minutes of this meeting.

On motion of Miss Jones, seconded by Mr. Mueller, it was voted to approve the recommended Travel Policy.

- 5. Communication from the Association of Governing Boards urging participation in the annual meeting to be held at the Citadel in South Carolina on November 1-4.

On motion of Mr. Brody, it was voted to approve the delegation of Miss Jones to represent the Board at the above meeting on November 1-4.

Disc. tentative budget for State Office Adm. Disc. probl. handling for. visitors.

Joint meeting gov. boards Nov. 30, 1950

Comptroller to charge cost of acquiring site women's dorm to Res. for Rehab.

Report of purchase of Zimmerman and Bozek prop.

No action on recommend. that Old College field be named "Whitney Watkins Field"

Christman Co. awarded contract for construction Memorial Chapel

Approval of recommendations of Commonwealth Associates at estimated cost of \$86,000.

Report of Army Engr. re: certain proposals to eliminate flood control Red Cedar

Approval of new travel policy.

Miss Jones to represent Board at meeting Assoc. Gov. Boards

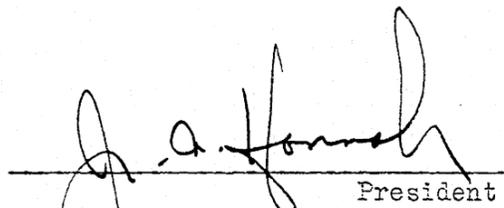
SPECIAL MISCELLANEOUS, continued

- Memorial Chapel to be known as "Alumni Memorial Chapel"
6. Recommendation from the Alumni Advisory Council that the Memorial Chapel be officially known as the "Alumni Memorial Chapel".
- On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve the recommendation of the Alumni Advisory Council in naming the Memorial Chapel "Alumni Memorial Chapel".
- All labor employees placed on 40-hour week
7. Discussion of the problems involved in shifting all labor employees to a 40-hour week.
- On motion of Mr. Brody, seconded by Dr. Smith, it was voted to place all labor employees on a 40-hour week effective November 1, 1950, with the understanding that they be paid the same amount for working 40 hours as they are now receiving for working 44. At the present time they are working 44 hours and are being paid for 46. The officers are instructed to include in their announcement of this change to employees, that it is hoped that it will be possible to carry the total work load without additional employees; and that the cooperation of all employees in achieving this objective is requested.
- Employees working on monthly basis required to work more than 40 hrs. to be work completed to rec. 5% wage adjustment.
- Employees working on a monthly basis required to work more than 40 hours a week in order to get their work completed are to receive a wage adjustment of not to exceed 5%, effective November 1, 1950.
- A.A.U.P. instructed to draft 3rd paragraph of policy re: political offices.
8. A communication from Professor Noll, President of the A.A.U.P. was presented to the Board.
- After much discussion, on motion of Mr. Brody, seconded by Miss Jones, it was voted to instruct the President to write an appropriate letter to the A.A.U.P. outlining the attitude of the Board and suggesting that the A.A.U.P. re-draft the third paragraph of the Board policy approved July 13th for presentation to this Board for their consideration. The President is instructed to include in his letter a proper statement to the effect that the Board will insist that all employees campaigning as candidates for major political offices are to do so on their own time - not on time for which they are recompensed by this Board.
- Policy re: military leaves.
9. Recommendation from the Administrative Group that the same policy be followed in connection with military leaves as was followed in World War II: namely, that the first leave be from the date of departure through June 30, and that all leaves be renewed on an annual basis for each fiscal year or part thereof. The tenure status of those given military leaves is to remain unchanged during the period of military leave with the employee returning with exactly the same tenure status as existed at the time of his departure. The College will keep in effect life insurance programs for its employees on military leave.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the above recommendation relative to military leaves.

The Board adjourned at 3:25 p.m.

The next meeting will be held Monday, November 20, 1950.


President


Secretary